
Maryland School for the Deaf Board of Trustees

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David Martin, President
Julie Bourne, Vice-President
Sheryl B. Cooper, Ph.D., Secretary
Dennis Galvan, Ph.D., Treasurer

Frederick Campus *Established 1868*
Columbia Campus *Established 1973*

February 10, 2017
Columbia Campus

MEMBERS PRESENT: Julie Bourne; Sheryl Cooper, Ph.D.; Robert Davila, Ph.D.; Dennis Galvan, Ph.D.; Ricardo Hernandez, Ph.D.; Stephen Hlibok; David Martin; Rebecca Minor, Ph.D.; John Olumoya; Robert Padden; Debra Patkin, Esq.; Denise Perdue; Kirsten Poston; and Jennifer Smart, Ph.D.

SUPERINTENDENT: James E. Tucker

ASSISTANT ATTORNEY GENERAL: William H. Fields

RECORDING SECRETARY: Jennifer Lake

INTERPRETERS: Myra Foley and Brenda Kelly Frey

President Martin called the meeting to order at 9:11am. President Martin introduced new member, Dr. Rebecca Minor. She will be on the FM/FM committee. All of the board members then introduced themselves.

Break for Committee Meetings

President Martin shared a presentation on “Love” in honor of the upcoming Valentine’s holiday.

A **MOTION** was made to approve the agenda - **SECONDED – PASSED.**

A **MOTION** was made to approve the November 2016 minutes – correct words used for board rating scale to ineffective and effective – as revised – **SECONDED – PASSED.**

A **MOTION** was made to approve the November 2016 closed session meeting minutes – **DISCUSSION** – approve as corrected – **SECONDED – APPROVED.**

President’s Report: President Martin reminded the members to file their financial disclosures by the required due date. Mr. Tucker and President Martin met to discuss current MSD happenings and news. Two more members are needed for the Executive Committee. A discussion took place regarding whether or not to add additional meetings to the schedule, the ability to allow people to participate remotely and the option to extend committee meetings to 1.5 hours when committees need more time to meet.

A response letter was sent under the guidance of Assistant Attorney General, William H. Fields to the party who sent the Board a letter, however the party responded negatively.

A **MOTION** was made to go into closed session at 11:00am in the Multi-Purpose Room located in the Denton Building at the Columbia Campus in order to obtain legal counsel and determine risk associated with a sensitive situation. All members who voted in favor to enter a closed session were Julie Bourne, Sheryl Cooper, Dennis Galvan, Robert Davila, Stephen Hlibok, John Olumoya, Robert Padden, Debra Patkin, Denise Perdue, Kirsten Poston, and Jennifer Smart. Dr. Ric Hernandez abstained from the vote. A closed session was required due to the following statutory authorities: to discuss a personnel matter, to protect the privacy or reputation of individuals, to consult with legal counsel, and to discuss public security – **SECONDED - PASSED**. Topics discussed were communications received by individual board members as well as risk concerns. Clear channels of communication with the public will be established, including with the person of discussion and communication will be tracked in a central place. A **MOTION** was made to come out of closed session at 11:18 a.m. – **SECONDED – PASSED**. President Martin stated that the Board needs to establish a By-Laws committee. Any recommended changes to the by-laws require that the proposed changes be submitted 60 days before the next meeting date in order to allow sufficient time for review and consideration.

There will be an election of officers this May.

Vice-President's Report: Vice-President Bourne shared that the appreciation gift for Ms. Suzanne Schwertman had been sent. The gift consisted of tickets to a Shakespeare Theater in Baltimore and a note thanking her for her service. Ms. Bourne stated that she attended the Strategic Planning and Accreditation meeting with the MSA consultant, Dr. Pruitt. The "Maryland Bulletin" would like to include an article on the Board along with a picture of each member. Please send Ms. Bourne a 50-75 word document about who you are. The deadline for this is March 3, 2017. If you are able to please attend the hearing next Wednesday at 1:00pm at the House of Delegates to demonstrate support for the TRS organization as the State is looking to reduce their funds.

Secretary's Report: Secretary Cooper shared that the Board may want to consider adopting the meeting minutes electronically since the board only meets quarterly. This will be discussed further under new business.

Treasurer's Report: Treasurer Galvan stated that the financial reports were included in the board packet for both accounts. There will be more information during the FM/FM report.

Recognition of the Columbia Campus Girls Volleyball Team: President Martin introduced himself and the board and briefly explained that the board recognizes students and staff at every meeting. Mr. Jerry Mabashov explained that unfortunately the coaches were not able to attend today and two of the players are absent but that this is the first time ever that there has been a girls' volleyball team at the Columbia Campus. The team played 13 games. They have played against both hearing and deaf teams. President Martin read the certificate and presented each member with their certificate. Dr. Cooper asked each team member to sign her "Maryland Bulletin" since they are featured on the cover.

Open Forum: No one signed up.

Superintendent's Report: Superintendent Tucker shared that he testified in front of the House Committee yesterday and that things went well. The proposed Fiscal Year 2018 budget looks good. Due to the funding formula, MSD will be getting an increase. Superintendent Tucker will testify in front of the Senate Committee on February 20, 2017. Student enrollment has really gone up. The total enrollment count is now up to 535 students. MSD will be graduating 51 seniors this year, that's a big class for MSD. This morning Ms. Lori Moers, MSD's new Director of Curriculum & Instruction, spoke to the Education Committee about MSD's new partnership with Howard County Public Schools (HCPS) for both campuses.

This March 1, 2017 MSD will bring a group of teachers and students to Capitol Hill Day to lobby for the Alice Cogswell Macy Bill. MSD will be meeting with 2 Senators and 2 Congressman who represent the Frederick and Columbia Campuses in their districts.

Hopefully everyone can come and see the spring play "Snow White Goes West."

MSDF Liaison Report: Mr. Hlibok shared attended the Maryland School for the Deaf Foundation (MSDF) meeting in the fall. MSDF has now have reached the point where they are thinking about the purpose of the foundation and its operations so they held a retreat in November. There is a new President, Mike Spochert. He will present at our May board meeting. The Foundation takes care of our funds. Most non-profits spend or designate 40% of the growth to spend.

MSA Accreditation Presentation: A copy of the presentation is located in the file. A discussion took place on the Board's role and the School's role for the new accreditation process.

Executive Committee Report: No report

Education Committee: Dr. Davila stated that Ms. Lake and Ms. Bourne presented information on Accreditation to the committee this morning. The committee also discussed the diversity committee that is just getting off the ground now.

FM/FM Committee: Dr. Galvan shared that Ms. Ann Miller, MSD CFO/COO met with the FM/FM committee and discussed the budget and House Committee budget hearings. The 15 Year Facilities Master Plan is looking at what to do for Columbia, renovate all of the buildings or build a new building. The budget this year looks good to finish out the year. The alarm systems at both campuses will be tested during spring break so that there is no disruption for the students. The pipes at the Frederick Campus are being replaced. The Hessian Barracks is still under renovation.

Personnel Committee: Dr. Hernandez shared that the committee discussed 4 topics. MSD is on track for following through with the mandates of Senate Bill 21 this spring. MSD is working with the State now on resolving some differences that exist between MSD policy for 10 month employees and state personnel rules. Superintendent Tucker's evaluation needs to get done. The committee will send out a survey to the Board to test it and then make any needed changes before it is sent out to the community. There is a new Work Place Bullying law that will require all staff to take work place bullying training. Any allegations/incidents will have to be reported to the state personnel office. MSD is trying to get job postings out earlier in hopes to attract qualified applicants.

Student Life Committee: President Martin shared that the committee took a tour of the Columbia Campus dorm and the dorm was cheerful and things seem to be going well.

Trusteeship Committee: Dr. Cooper shared that there are 4 more vacancies to fill. Two names have already been submitted to the Governor, so hopefully a decision will be made soon. Maybe in May the committee will hold a board orientation for new members and review the board manual with them. The committee is responsible for thanking people whose terms have expired. To date there are 10 members who need to be thanked. The committee is researching what can be given that will have their name and the start and end date of their term(s). One possibility is to invite all of the former board members to the 150th celebration and recognize them or have a lunch for former and present members.

Old Business:

Adoption of meeting minutes – Vice-President Bourne has set up a google group for the Board to use. A **MOTION** was made to approve the minutes through the email process going forward – **DISCUSSION** – amend motion to approve the minutes through the email process for the next 2 meetings – **DISCUSSION** – **SECONDED** – **PASSED**.

A **MOTION** was made to close Old Business – **SECONDED** – **PASSED**.

New Business:

Honoring former members – A **MOTION** was made to get funds from the board account to support a formal hosting of former board members during the 150th year celebration on the board's May 2018 meeting day – **SECONDED** – **DISCUSSION** - **AMENDMENT** - with MSD's support, an event will be planned for either May or June of 2018 – **SECONDED** – **PASSED**. The Superintendent's Office will assist with this.

A **MOTION** was made to set up individual email accounts for the Board members to be done either through the board's Google Group or through MSD – **SECONDED** – **DISCUSSION** – **CLOSE DISCUSSION** - vote on individual names for email – **MOTION FAILED**.

A **MOTION** was made to establish a system whereby there will be one email address, for example board@msd.edu, and the system will automatically route emails received at that email address to all board members – **SECONDED** – **DISCUSSION** – **AMENDMENT** – only the President and Secretary will respond to the emails, board members should send their comments to the President and Secretary – **PASSED**. The Superintendent's Office will assist with getting this set up.

A **MOTION** was made to support the school's use of the MSA Sustaining Excellence protocol – **SECONDED** – **PASSED**.

A discussion was held concerning the need to hold a retreat in order to develop the Strategic Plan. The following dates were recommended for a one-day retreat: March 17, March 24 and March 31, 2017. Whoever can attend once a final date is confirmed with a consultant, please plan to do so.

A **MOTION** was made to contact Dr. Jane Pruitt with MSA to be a consultant and to see if she is available on one of the three March dates proposed to meet all day long with those board members who are available to attend – **SECONDED – PASSED**. The Superintendent’s Office will contact Dr. Pruitt.

A **MOTION** was made to use \$240 from board funds to purchase 20 school play tickets for the 10 board members and their spouses whose terms have recently expired – **SECONDED – PASSED**. The Superintendent’s office will work with Dr. Cooper on this.

A **MOTION** to propose new language for the by-laws to allow for a variety of technologies to be used to conduct committee meetings in-between quarterly board meetings – **SECONDED – DISCUSSION – AMENDMENT -** to conduct Board Business through various technologies – **PASSED**.

A **MOTION** was made to close new business – **SECONDED – PASSED**.

A **MOTION** was made to adjourn the meeting – **SECONDED – PASSED**.

Respectfully,
Sheryl B. Cooper, Ph.D.
Secretary

The Board evaluated itself on a scale of 0 to 5 with 0 being inefficient and 5 being efficient. The scores ranged from 4 to 5. The strengths that the Board expressed regarding the meeting were that a lot of material was covered and that it was a productive meeting. The weakness discussed was the meeting room logistics.