

**Baltimore County Board of Education**  
MINUTES OF CLOSED SESSION  
AND  
EDUCATION TRANSPARENCY ACT DESCRIPTION  
Tuesday, December 11, 2018

**OPEN SESSION MINUTES**

The Board of Education of Baltimore County held a regularly scheduled meeting on Tuesday, December 11, 2018, at 6:40 p.m., Building E, 6901 Charles Street, Towson, Maryland. The following Board members were present: Ms. Kathleen S. Causey, Mr. Roger B. Hayden, Ms. Julie C. Henn, Ms. Moalie S. Jose, Mr. Russell T. Kuehn, Ms. Lisa A. Mack, Mr. Rodney R. McMillion, Mr. John H. Offerman, Jr., Ms. Cheryl E. Pasteur, Ms. Lily P. Rowe, Ms. Makeda Scott, Student Member Miss Haleemat Adekoya, and Interim Superintendent, Ms. Verletta White.

*Open Meetings Act Training Designee*

By consensus, the Board designated members Kathleen Causey, Roger Hayden, Julie Henn, and Cheryl Pasteur to receive Open Meetings Act training, as required by Md. Gen. Prov. Article, §3-213 (b).

**CLOSED SESSION MINUTES**

Pursuant to the Annotated Code of Maryland, General Provisions Article, §3-305 (b)(1) and (b)(7), upon motion of Ms. Causey, seconded by Ms. Henn, and approved unanimously, the Board commenced its closed session at 4:17 p.m. The following Board members were present: Ms. Kathleen S. Causey, Mr. Roger B. Hayden, Ms. Julie C. Henn, Ms. Moalie S. Jose, Mr. Russell T. Kuehn, Ms. Lisa A. Mack, Mr. Rodney R. McMillion, Mr. John H. Offerman, Jr., Ms. Cheryl E. Pasteur, Ms. Lily P. Rowe, Ms. Makeda Scott, and Student Member Miss Haleemat Adekoya. In addition, Interim Superintendent, Ms. Verletta White, and the following staff members were present: Mr. D. Mychael Dickerson, Chief of Staff; Mr. Kevin D. Smith, Chief Administrative and Operations Officer; Dr. Mary McComas, Interim Chief Academic Officer; Dr. John Mayo, Chief Human Resources Officer; Margaret-Ann F. Howie, Esquire, General Counsel; Andrew Nussbaum, Esquire, Counsel to the Board of Education; and Ms. Tracy Gover, Senior Executive Assistant to the Board.

Dr. Mayo presented personnel matters to be considered at tonight's meeting including retirements, resignations, leaves of absence, deceased – recognition of service, certificated appointments, and administrative appointments.

Mr. Nussbaum provided legal advice concerning two Maryland State Board of Education decisions involving the Baltimore County Board of Education.

Ms. White presented the Board's closed session minutes of Tuesday, November 20, 2018, for review and consideration. The minutes were approved as presented.

### **ADMINISTRATIVE FUNCTION SESSION MINUTES**

On the motion of Ms. Henn, seconded by Ms. Adekoya, and approved unanimously, the Board commenced its administration function session at 4:39 p.m. to discuss board internal operations, as requested by the Board in its December 4, 2018, directive. MABE representatives, Frances Ann Glendening and Dr. William Middleton, were present.

Staff members, including the interim superintendent, exited the room.

On the motion of Ms. Causey, seconded by Ms. Rowe, the Board asked the two MABE representatives to exit the room so Board members could discuss the election of Board officers for 2018-2019. (favor – 8)

The Board discussed the election of Board Officers for 2018-2019, then representatives from the Maryland Association of Board of Education provided information on a superintendent search overview.

On the motion of Ms. Henn, seconded by Ms. Adekoya, the Board unanimously adjourned its administrative function session at 6:32 p.m.

### **EDUCATION TRANSPARENCY ACT DESCRIPTION**

In accordance with the Education Transparency Act, Md. Ed. Code Ann., §3-2B-09(b)(3)(effective July 1, 2018), the following represents a full and accurate description of the final actions of the Board of Education taken at this public meeting of Tuesday, December 11, 2018. If there is a discrepancy between the video and this description, the video, which constitutes the official minutes of the meeting, shall control. The official minutes can be found online at <https://vimeo.com/305991100>.

### **CONSIDERATION OF THE AGENDA**

The agenda was adopted as presented.

### **ELECTIONS OF THE BOARD CHAIR AND VICE CHAIR**

Ms. White opened the floor for nominations for the Office of the Chair of the Board of Education. Ms. Rowe nominated Ms. Causey. There were no other nominations. A roll call vote was taken and the nomination was unanimously approved.

Ms. Causey opened the floor for nominations for the Office of Vice Chair of the Board of Education. Ms. Mack nominated Ms. Henn. There were no other nominations. A roll call vote was taken and the nomination was unanimously approved.

### **UNFINISHED BUSINESS**

On the motion of Ms. Henn, the Board unanimously approved Board Policy 7310, New Construction: Financing – Determination of School Design and Construction Costs.

### **NEW BUSINESS**

#### **Personnel Matters**

On the motion of Ms. Henn, seconded by Ms. Adekoya, the Board unanimously approved the personnel matters listed in exhibit K-1 through K-5.

On the motion of Mr. Offerman, seconded by Ms. Adekoya, the Board unanimously approved the administrative appointments listed in exhibit L-1.

### Contract Awards

Mr. Sarris and Mr. Dixit presented items N-1 through N-9 individually to the full Board for approval.

<b>Exhibit Number</b>	<b>Contract Number</b>	<b>Contract Name</b>
1.	LKO-412-19	Employee Influenza Vaccine
2.	LKO-418-19	Epinephrine Injection
3.	LKO-413-19	Naloxone
4.	PCR-212-08	Modification and Extension: 403(b) Retirement Plan Providers
5.	MBU-503-19	Preventative Maintenance Services for the Office of Food and Nutrition Services Warehouse Refrigeration
6.	KSH-306-19	Towing Services
7.	JBO-702-19	Heating, Ventilation, and Air Conditioning Repairs
8.	KSH-309-19	Inspection, Maintenance, Repair, and Installation for Bleachers and Stadium Seating
9.	MBU-514-19	Lavatory Stall Installation and Repair

On the motion of Ms. Rowe, seconded by Ms. Pasteur, the Board unanimously approved Item N-1, contract LKO-412-19 – Employee Influenza Vaccine.

On the motion of Ms. Henn, seconded by Mr. Offerman, the Board unanimously approved Item N-2, contract LKO-418-19 – Epinephrine Injection.

On the motion of Ms. Rowe, seconded by Ms. Pasteur, the Board unanimously approved Item N-3, contract LKO-413-19 – Naloxone.

Mr. Offerman left the room at 8:23 p.m. and returned at 8:25 p.m.

On the motion of Ms. Henn, seconded by Ms. Pasteur, the Board unanimously approved Item N-4, contract PCR-212-08 – Modification and Extension: 403(b) Retirement Plan Providers.

On the motion of Mr. Offerman, seconded by Ms. Mack, the Board unanimously approved Item N-5, contract MBU-503-19 – Preventative Maintenance Services for the Office of Food and Nutrition Services Warehouse Refrigeration System.

Mr. Hayden left the room at 8:36 p.m. and returned at 8:40 p.m.

On the motion of Mr. Offerman, seconded by Mr. McMillion, the Board unanimously approved Item N-6, contract KSH-306-19 – Towing Services.

Mr. McMillion left the room at 8:43 p.m. and returned at 8:45 p.m.

On the motion of Mr. Offerman, seconded by Ms. Jose, the Board approved Item N-7, contract JBO-702-19 – Heating, Ventilation, and Air Conditioning Repairs. (favor – 11)

<b>Board Member</b>	<b>Favor</b>	<b>Opposed</b>	<b>Did Not Vote/ Abstention</b>	<b>Absent</b>
H. Adekoya	X			
K. Causey	X			
R. Hayden	X			
J. Henn	X			
M. Jose	X			
R. Kuehn	X			
L. Mack	X			
R. McMillion				X
J. Offerman	X			
C. Pasteur	X			
L. Rowe	X			
M. Scott	X			
<b>Total</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>1</b>

On the motion of Mr. Offerman, seconded by Ms. Jose, the Board unanimously approved Item N-8, contract KSH-309-19 – Inspection, Maintenance, Repair, and Installation for Bleachers and Stadium Seating.

Ms. Mack left the room at 8:47 p.m. and returned at 8:49 p.m.

On the motion of Mr. Offerman, seconded by Ms. Rowe, the Board approved Item N-9, contract MBU-514-19 – Lavatory Stall Installation and Repair. (favor – 11)

<b>Board Member</b>	<b>Favor</b>	<b>Opposed</b>	<b>Did Not Vote/ Abstention</b>	<b>Absent</b>
H. Adekoya	X			
K. Causey	X			
R. Hayden	X			
J. Henn	X			
M. Jose	X			
R. Kuehn	X			
L. Mack				X
R. McMillion	X			
J. Offerman	X			
C. Pasteur	X			
L. Rowe	X			
M. Scott	X			
<b>Total</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>1</b>

**Board Policy 8314 – Internal Board Policies: Operations – Meetings: Agenda**

On the motion of Ms. Causey, seconded by Mr. Offerman, the Board unanimously approved to postpone Item P, Board Policy 8314 – Internal Board Policies: Operations – Meetings: Agenda until the December 18, 2018, Board meeting

**System Record Retention**

On the motion of Ms. Causey, seconded by Ms. Henn, the Board unanimously approved to postpone Item Q, System Record Retention, until the December 18, 2018, Board meeting.

The Board adjourned its meeting at 10:13 p.m.