

# MINUTES OF THE MARYLAND STATE BOARD OF EDUCATION

Tuesday  
September 24, 2013

Maryland State Board of Education  
200 W. Baltimore Street  
Baltimore, Maryland 21201

The Maryland State Board of Education met in regular session on Tuesday, September 24, 2013 at 9:20 a.m. at the Nancy S. Grasmick State Education Building. The following members were in attendance: Dr. Charlene M. Dukes, President; Dr. Mary Kay Finan, Vice President; Mr. James H. DeGraffenreidt, Jr.; Ms. Luisa Montero-Diaz; Ms. Linda Eberhart; Mr. Christian Hodges; Mr. Sayed Naved; Mrs. Madhu Sidhu; Mr. Guffrie M. Smith; Donna Hill Staton, Esq.; and Dr. Lillian M. Lowery, State Superintendent of Schools. Dr. S. James Gates, Jr. was absent due to a schedule conflict.

Elizabeth Kameen, Esq., Assistant Attorney General, and the following staff members were also present: Mr. Steve Brooks, Chief Operating Officer; Dr. Jack Smith, Chief Academic Officer; Penelope Thornton Talley, Esq., Chief Performance Officer; and Mr. Anthony South, Executive Director, Office of the State Board.

## **CONSENT AGENDA**

Upon motion by Mr. DeGraffenreidt, seconded by Mr. Smith, and with unanimous agreement, the Board approved the Consent Agenda as follows: (In Favor – 7; Ms. Staton, Ms. Diaz and Mr. Naved had not yet arrived; Dr. Finan was delayed due to a scheduling conflict)

- Approval of Minutes of August 27, 2013
- Personnel (copy attached to these minutes)
- Budget adjustments for July and August, 2013

## **MARYLAND PRINCIPALS AND ASSISTANT PRINCIPAL OF THE YEAR**

Dr. Lowery reported that October is National Principals' Month and introduced Debbie Drown, Executive Director of the Maryland Association of Elementary School Principals (MAESP), and Scott Pfeifer, Executive Director of the Maryland Association of Secondary School Principals (MASSP), to present the elementary and secondary school principals who were selected as the organizations' representatives for the National Distinguished Principal (NDP) awards ceremony in Washington, D.C.

Ms. Drown thanked Dr. Lowery for the excellent collaboration that MAESP receives from staff at the Department. She provided comments about the MAESP selection and introduced Karen Barnes, Principal of Southwest Academy in Baltimore County.

Ms. Barnes said, "This is truly a dream come true for me. I do not take this honor lightly."

Mr. Pfeifer introduced MASSP's representatives: Jason Dykstra, Middle School Principal of the Year and former Principal of Southern Middle School in Anne Arundel County; William Heiser, High School Principal of the Year and former principal of North County High School in Anne Arundel County; and Jared Wastler, Assistant Principal of the Year of Liberty High School in Carroll County.

Mr. Dykstra said, "We are up to the task" and thanked all who support him and his school.

Mr. Heiser said, "This is very humbling. There are very many great principals in Maryland." He acknowledged and thanked his mentor, Dr. Kevin Maxwell, former Superintendent of the Anne Arundel County Public Schools.

Mr. Wastler said, "There are a lot of people in education who don't get recognition. It's really humbling. We represent the people who do the work with our children. Thank you for this recognition."

The Board presented each of them with a State Board citation and photos were taken.

Ms. Sidhu said, "We are so privileged to see the quality of work coming out of Maryland. We get energized."

Mr. Smith said, "We really appreciate the work you have done. I have walked in your shoes. Keep up the good work. You will continue to mentor others."

Ms. Staton said, "It is apparent why you received your award. It is apparent the influence you have on your students."

Dr. Dukes then read the Governor's Citation proclaiming October as Principals' Month. She along with Dr. Lowery, presented Governor's Citations to each of the Executive Directors of the MASSP and MAESP.

## **UPDATE FROM THE SEED SCHOOL OF MARYLAND**

Dr. Lowery introduced Dr. Khalek Kirkland, Head of the SEED School of Maryland; John Claster, Board Member of the SEED School; and Shane Mulhern, Chief School Officer of the SEED Foundation, to provide a update on the SEED School.

Dr. Kirkland said, "We are honored to be here." He reported that the school was recently awarded a five-year contract from the State and thanked Ms. Kameen and Mr. Brooks for their assistance with this contract. He reported that the school is opening a new Center on October 10<sup>th</sup> and that students, parents and teachers are very excited. He suggested the next public Board meeting be held at the SEED School.

Dr. Kirkland provided graphs depicting student academic performance on the Maryland School Assessments (MSAs) in math and reading for the past five years. He described a program called, "looping" which assigns a teacher to students throughout their middle school years.

In response to a question by Ms. Sidhu about whether sixth grade teachers are prepared to teach ninth grade, Dr. Kirkland said students will be assigned a different teacher in ninth grade.

In response to a question by Mr. DeGraffenreidt about how students are prepared for a different teacher in ninth grade, Dr. Kirkland said that there are different teachers in each subject area in middle school which helps prepare students for ninth grade.

Dr. Kirkland reported that the school hired a live-in librarian and is currently investing in dormitory libraries. He also noted that all students have electronic notebooks saying "this has been amazing. We are getting ready for the PARCC assessments." He reported that students compete athletically and academically with students in private schools in Baltimore and that all high school students sit for Advanced Placement (AP) tests in English and Government. He said, "Every child is going to college."

In response to a question by Mr. DeGraffenreidt about AP scores, Dr. Kirkland said that staff spent time empowering students with "grit." He said, "We are giving students expectations to do well." He said staff has consulted with the College Board on what classes to start AP courses and noted that the school will be offering dual enrollment with the University of Baltimore and Morgan State University. He discussed the various challenges noting that safety is the number one priority. Dr. Kirkland said that, as a result of an incident which occurred this past year at the school, they have hired a school psychologist, installed a communication mechanism in case of an emergency, and have done a comprehensive review of the policies and procedures around discipline. Dr. Kirkland also said that student retention remains a challenge for the school and noted ways in which the school is addressing this challenge.

In response to a question by Ms. Eberhart about reasons that students leave the school, Dr. Kirkland said that most students leave in the early grades due to home sickness and that school staff is working to track those students when they get into the higher grades. Dr. Kirkland said that once students graduate from the SEED School and move on to college, it will provide the student body with a more positive outlook on their enrollment in the School.

In response to a question by Mr. Smith, Dr. Kirkland said that parents are extremely supportive and that the school recognizes the impact of parents on students. He said staff has arranged parent meetings on weekends and before and after PTA meetings to accommodate parent schedules recognizing that students come from all across the state.

Mr. Claster said, "As we progress from eighth to ninth grade, we thank you for your patience with this progress."

Ms. Sidhu complimented the group on their presentation and said, "This is what all children need in all schools."

Dr. Kirkland invited Board members to the opening of their new center on October 10<sup>th</sup> and Dr. Dukes said that Mr. South will arrange this with Board members.

### **TEACHER AND PRINCIPAL EVALUATION AMENDMENTS AND FLEXIBILITY**

Dr. Lowery introduced David Volrath, Teacher/Principal Evaluation, Planning and Development Officer, to give an update on the Teacher/Principal Evaluation amendments and flexibility.

Mr. Volrath discussed the decision points and program and budget amendments and provided a program model. He said that Student Learning Objectives, created by teachers, will be the method of measuring progress. He noted that *The Maryland Teacher and Principal Evaluation Guidebook* has been updated and is very user-friendly. He reported on *Spheres of Influence* which incrementally inform and train educational leaders across the state who will in turn prepare local principals and teachers. Mr. Volrath said that this year will be devoted to educating the public and providing better communication tools.

Mr. Volrath discussed the various assurances required by the U.S. Department of Education (USDE) and reported on a Quality Control Group that will monitor the effectiveness of each of the *Spheres* to insure that assurances are being met.

In response to a question by Ms. Sidhu about how principals are managing their time, Mr. Volrath said that there will be reduced evaluations and that assistant principals,

supervisory personnel and content people will be involved in the evaluation process as well as principals. He said this varies from district to district. Dr. Lowery said that principals are required to check student growth every year and that it is a local decision.

In response to another question by Ms. Sidhu, Mr. Volrath said that superintendents may evaluate principals or in some LEAs it may be an LEA supervisor. He assured the Board that all personnel are receiving training in conducting evaluations.

Dr. Dukes thanked Mr. Volrath and said that his team is doing an excellent job.

### **RACE TO THE TOP (RTTT) PROJECT UPDATE**

Dr. Lowery asked Penelope Thornton Talley and Mary Gable, Assistant State Superintendent, Division of Academic Policy and Innovation, to provide an assessment of the status of the MSDE's 54 RTTT projects.

Ms. Talley noted that progress ratings are essentially the same as reported last month. She reported that there are nine amendments outstanding and that five are expected to be approved shortly. She noted that there will be some increase in progress ratings to be reported at the next Board meeting.

She introduced Zach Mangold, RTTT Project Manager, to give an update on the MSDE Longitudinal Data System (LDS) Dashboards.

Mr. Mangold discussed the history and benefits of the statewide LDS noting that users include the public, MSDE, LEAs, schools, teachers, students, parents and external partners. He described the user collaboration engaged in by MSDE both internally and externally during the design, development and test phase of the dashboards.

In response to a question by Ms. Staton, Mr. Mangold said there will be twenty-four hour technical support for users.

He reported on the dashboards and in response to a question by Ms. Eberhart, Dr. Dukes suggested a planning session be set up for Board members to take a deeper dive into the dashboards. Mr. Mangold said that all 36 dashboards will be presented in October.

In response to a question by Mr. DeGraffenreidt about security concerns when there are staff changes, Mr. Mangold said that there are monitors who will ensure confidentiality of the data. Mr. DeGraffenreidt said, "That should be a high priority area for this control."

Dr. Dukes asked that the Board receive an updated progress report on the RTTT projects even though there are amendments pending.

**COMAR 13A.02.06 GENERAL FINANCIAL AID TO LOCAL SCHOOL SYSTEMS (EMERGENCY REGULATIONS)**

Ms. Kameen explained that these regulations address Full-Time Equivalent (FTE) State Aid for certain dually enrolled students. She said that students who are attending college and acquiring high school credit must attend at least one course at the high school. She said that this emergency regulation will allow State Aid to be provided to the school systems having students who are dually enrolled.

Upon motion by Mr. Smith, seconded by Mr. DeGraffenreidt, and with unanimous agreement, the Board approved COMAR 13A.02.06 General Financial Aid to Local School Systems. (In Favor – 9; Dr. Finan had not yet arrived)

In response to a question by Ms. Eberhart about the mandate of providing highly qualified teachers for Maryland public school students, Ms. Kameen said she would provide an answer to the Board after the meeting.

**COMAR 13A.04.15 DIGITAL LEARNING (ADOPTION)**

The Superintendent invited Valerie Emrich, Director of Instructional Technology and School Library Media, to brief the Board on COMAR 13A.04.15 Digital Learning and recommended State Board adoption of this regulatory proposal..

Upon motion by Ms. Staton, seconded by Mr. DeGraffenreidt, and with unanimous agreement, the Board adopted the proposed regulations. (In Favor – 10)

**COMAR 13A.02.02 EMERGENCY PLANS (ADOPTION)**

The Superintendent called on Dr. Sally Dorman, Specialist in Psychological Services, and Walter Sallee, Acting Executive Director in the Division of Student, Family and School Support Services, to brief the Board on COMAR 13A.02.02 Emergency Plans. She recommended Board approval of the proposed amendments to the Emergency Plans regulations.

Mr. Sallee acknowledged the work of Dr. Dorman and noted that this is her last day at MSDE since she has accepted a position with the Montgomery County Public School System.

Dr. Dorman reported on the major changes which were reflected in the amended regulations that were published and the subsequent minor change after one comment was received.

Mr. DeGraffenreidt reported that some individuals raised the issue of cost of adding the new procedures and said, "Was there discussion about the cost of not doing it?" Dr. Dorman said, "You can't put a cost on that."

Upon motion by Mr. DeGraffenreidt, seconded by Ms. Diaz, and with unanimous agreement, the Board adopted the proposed amendments to the Emergency Plans regulations. (In Favor – 10)

### **ANNUAL UPDATE ON FINANCIAL REPORTING REQUIREMENTS**

Mr. Brooks introduced the annual update on financial reporting requirements which requires the State Superintendent to withhold funds from local school systems that are not in compliance with the provisions of Section 5-114 of the *Education Article*. He reported that no funds were withheld last year.

Dr. Lowery recommended that the Board grant her the authority to notify the Comptroller to withhold ten percent of State aid payment for any system that is not in compliance with the financial reporting requirements.

Upon motion by Mr. Smith, seconded by Mr. DeGraffenreidt, and with unanimous agreement, the Board approved the Superintendent's request. (In Favor – 10)

### **DEPARTMENTAL LEGISLATIVE PROPOSALS**

Dr. Lowery introduced Renee Spence, Executive Director, Governmental Relations, to give an overview of the process and procedures used by the Department in submitting departmental legislation to the Governor's Legislative Office and the departmental issues that will be proposed before the 2014 session of the Maryland General Assembly. She recommended the Board authorize the Department to submit these legislative proposals to the Governor.

Ms. Spence reviewed the process that state agencies go through to submit legislative proposals. She said that the Department is submitting "clarifying" legislation and briefed the board on the following proposals:

1. Children with Disabilities – Parent Surrogates – transferring the education duties in adult correctional facilities from the MSDE to the Department of Labor, Licensing and Regulation.
2. Compensatory Education Grants for Participating School Systems in the Community Eligibility Provision – to eliminate a barrier to participation in the Community Eligibility Provision.

3. State-Aided Educational Institutions – Criteria for Qualifying – to make the criteria language for qualification as a State-Aided Institution broad enough to ensure that future changes are covered by the law.
4. State Early Childhood Advisory Council – to revise the list of members to reflect the different areas of expertise required to more fully accomplish the goals of the Early Childhood Advisory Council.
5. Education Coordinating Committee Repeal – to repeal the Education Coordinating Committee, the purposes of which are effectively being addressed by the Governor’s P-20 Leadership Council.

Upon motion by Dr. Finan, seconded by Mr. DeGraffenreidt, and with unanimous agreement, the Board approved Dr. Lowery’s request. (In Favor – 10)

### **EXECUTIVE SESSION**

Pursuant to § 10-503(a)(1)(i) &(iii) and § 10-508(a)(1) & (7), of the State Government Article, Annotated Code of Maryland, and upon motion by Mr. DeGraffenreidt, seconded by Dr. Finan, and with unanimous agreement, the Maryland State Board of Education met in closed session on Tuesday, September 24, 2013 in Conference Room 1, 8<sup>th</sup> Floor, at the Nancy S. Grasmick State Education Building. All board members were present except Professor James Gates. In attendance were Dr. Lillian Lowery, State Superintendent of Schools; Steve Brooks, Chief Operating Officer; Jack Smith, Chief Academic Officer; Penelope Thornton-Talley, Chief Performance Officer; and Tony South, Executive Director, Office of the State Board. Assistant Attorneys General, Elizabeth M. Kameen and Jackie LaFiandra were also present. The Executive Session commenced at 12:30 a.m. (In favor – 10)

The State Board approved nine Opinions and one Order for publication

- *Angela A. v. Prince George’s County Board of Education* – early K entry – Opin. No. 13-45
- *Adele and Nicholas B. v. Montgomery County Board of Education* – school assignment – Opin. No. 13-46
- *Sharon B. v. Baltimore City Board of School Commissioners* – early K entry – Opin. No. 13-47
- *Tim and Sheri B. v. Anne Arundel County Board of Education* – early K entry – Opin. No. 13-48
- *Alan Haines v. Baltimore County Board of Education* – employee termination – Opin. No. 13-49
- *Stacy Messick v. Stephanie Moses v. Wicomico County Board of Education (I)* – employee termination – Opin. No. 13-50
- *In the Matter of Stephen Smith – Petition for Declaratory Ruling* – Opin. No. 13-51
- *Kitzmilller Charter School Initiative, Inc., t/a Riverside Academy Public Charter School v.*



*Board of Education of Garrett County* – denial of charter school application – Opin. No. 13-52

- *Michelle B. v. St. Mary's County Board of Education* – no trespassing order – Opin. No.13-53
- *Stacy Messick and Stephanie Moses v. Wicomico County Board of Education (II)* – request for State Board's involvement in local board's investigation process – Order No. OR13-07

The Board deliberated three cases. They will be published at a later date.

- *Tavon Eades v. Anne Arundel County Board of Education* – violation of negotiated agreement regarding terms of reinstatement
- *Marlear Powell v. Baltimore City Board of School Commissioners* – employee termination
- *Yasmean W. v. Howard County Board of Education* – class exemption

Dr. Lowery discussed with the Board replacement of personnel.

Bob Crawford and Richard Baker presented proposed Fiscal Year 2015 Budget Estimates and Requests.

Rene Croft presented the proposed County Library Capital Grants Program Projects recommended for funding in FY2015.

The Board discussed three internal board management issues – changes to the recruitment and vetting process for Baltimore City Board of School Commissioners, the opening of that recruitment process, and the upcoming Board retreat.

The session ended at 1:55 p.m.

## **RECONVENE**

The meeting reconvened at 2 p.m.

## **FISCAL YEAR 2015 BUDGET ESTIMATES AND REQUESTS**

Dr. Lowery recommended the Board approve for submission to the Department of Budget and Management the following:

- FY 2015 Base Budget Estimates
- FY 2015 Over the Target Requests
- FY 20145 Deficiency Requests
- FY 2015 Request for State Aided Institutions

Upon motion by Dr. Finan, seconded by Mr. Smith, and with unanimous agreement, the Board approved the Superintendent's recommendation. (In Favor – 10)

### **COUNTY LIBRARY CAPITAL PROJECT GRANTS PROGRAM PROJECTS**

The Superintendent introduced Irene Padilla, Assistant State Superintendent, Division of Library Services and Support to present the County Library Capital Projects recommended for funding in the State's FY2015 Capital Budget.

Ms. Padilla reported that the Superintendent is recommending the Board approve the list of projects for funding in FY2015.

Upon motion by Dr. Finan, seconded by Mr. Smith, and with unanimous agreement, the Board approved the Superintendent's recommendation. (In Favor – 10)

### **STATE SUPERINTENDENT'S REPORT**

1. Dr. Lowery discussed two areas in which flexibility is being offered by the USDE to the original ESEA Flexibility Request. She reported on a meeting which took place between all education leadership and the Governor's staff to discuss the advantages and disadvantages of applying for additional waivers. As a result of that meeting, two waiver requests were drafted and disseminated. She explained that comments were received and evaluated and requested Board approval to submit to the USDE the following amendments:
  - Request approval to submit to USDE the amendment allowing Maryland one additional year before local school systems are required to use their new evaluation systems to inform personnel decisions.
  - Request approval to submit to USDE the amendment allowing schools participating in field tests of new PARCC assessments to administer only one assessment in 2013-2014 to any individual student – either the current MSA or the new PARCC field test and allowing those schools to retain their federal accountability designations for an additional year during which time the same targeted interventions would continue.

In response to a question by Mr. DeGraffenreidt, Dr. Lowery explained that several county school system representatives abstained from the voting and that no one opposed.

In response to a question by Ms. Sidhu, Dr. Lowery said that federal law requires that every child have an assessment and that the Department will run the data for information purposes only. She reported that teacher and principal evaluations will not include state assessment data for that year. She also explained that students who take graduation requirement tests will not take the PARCC assessment.

Upon motion by Mr. DeGraffenreidt, seconded by Dr. Finan, the Board approved the Superintendent's request. (In Favor – 9; Ms. Eberhart abstained)

Ms. Eberhart stated that she does not believe the State should administer the Maryland School Assessment (MSA) this year. Mr. DeGraffenreidt said, "This is not a matter of opinion. There is a constitutional basis. We cannot responsibly ignore our responsibility to abide by federal law." Dr. Finan said, "It's good to get the data."

Dr. Dukes reported that she and Dr. Lowery co-authored remarks on this issue that appeared in the **Baltimore Sun**.

2. Dr. Lowery announced that all six of the following 2013 nominated Maryland Blue Ribbon Schools were awarded National Blue Ribbon status:

- Chadwick Elementary School – Baltimore County
- Charlesmont Elementary School – Baltimore County
- Century High School – Carroll County
- Folly Quarter Middle School – Howard County
- Robert Frost Middle School – Montgomery County
- Boonsboro High School – Washington County

Dr. Dukes said, "Congratulations to all students, school staff and others."

3. The Superintendent presented a revised MSDE Organizational Chart. Upon motion by Mr. Smith, seconded by Mr. DeGraffenreidt, and with unanimous agreement, the Board affirmed its support for this organizational design. (In Favor – 10)

### **BOARD MEMBER UPDATES**

Mr. Hodges reported that he attended a conference entitled *PreK-Prison Pipeline* and stated that the conference provided excellent information on helping students succeed.

Ms. Sidhu reported that she attended a common core forum that provided much needed information on the value of common core standards.

Dr. Dukes reported that Governor O'Malley will host a forum highlighting education in Maryland on September 26 noting that several Board members will serve on the panel.

### **PUBLIC COMMENTS**

Dr. Dukes explained procedures by which the Board hears public comments. The following individual provided public comments:

- Mbare Ngom – gifted and talented education

## OPINIONS

Ms. Kameen announced the following Opinions:

- 13-45 *Angela A. v. Prince George's County Board of Education* – early kindergarten entry (affirmed the local board's decision)
- 13-46 *Adele and Nicholas B. v. Montgomery County Board of Education* – school assignment (affirmed the local board's decision)
- 13-47 *Sharon B. v. Baltimore City Board of School Commissioners* – early kindergarten entry (affirmed the local board's decision)
- 13-48 *Tim and Sheri B. v. Anne Arundel County Board of Education* – early kindergarten entry (affirmed the local board's decision)
- 13-49 *Alan Haines v. Baltimore County Board of Education* – employee termination (affirmed the local board's decision)
- 13-50 *Stacy Messick and Stephanie Moses v. Wicomico County Board of Education (I)*– employee termination (affirmed the local board's decision)
- 13-51 *In the Matter of Stephen Smith – Petition for Declaratory Ruling* (dismissed)
- 13-52 *Kitzmillier Charter School Initiative, Inc. t/a Riverside Academy Public Charter School v. Board of Education of Garrett County* (affirmed the local board's decision)
- 13-53 *Michelle B. v. St. Mary's County Board of Education* – no trespass restriction (dismissed)

## ORDERS

- OR 13-07 *Stacy Messick and Stephanie Moses v. Wicomico County Board of Education (II)* – request for State Board's involvement in local board's investigation process (dismissed)

## ADJOURNMENT

With no further business before the Board, the meeting adjourned at 2:30 p.m.

Respectfully submitted,



Lillian M. Lowery, Ed.D.  
Secretary/Treasurer

Date:

9/24/13

# MARYLAND STATE BOARD OF EDUCATION

## CLOSED SESSION

On this 24<sup>th</sup> day of September 2013, at the hour of 12:10 am/pm, the Members of the State Board of Education voted as follows to meet in closed session:

Motion made by:

Mr. James G. Hoffmann

Seconded by:

Mrs. Mary Kay Finnan

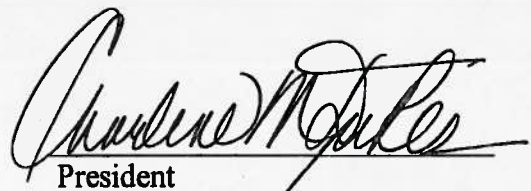
In Favor: 10 Opposed: 0 Member(s) Opposed: \_\_\_\_\_

The meeting was closed under authority of §10-503 (a) (1) (I) and §10-508 (a) of the State Government Article of the Annotated Code of Maryland for the following reason(s): (check all which apply)

- (1) To discuss: (I) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) any other personnel matter that affects one or more specific individuals.
- (2) To protect the privacy or reputation of individuals with respect to a matter that is not related to public business.
- (3) To consider the acquisition of real property for a public purpose and matters directly related thereto.
- (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State.
- (5) To consider the investment of public funds.
- (6) To consider the marketing of public securities.
- (7) To consult with counsel to obtain legal advice.
- (8) To consult with staff, consultants, or other individuals about pending or potential litigation.
- (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations.
- (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (I) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans.
- (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination.
- (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct.
- (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.
- (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

The topics to be addressed during this closed session include the following:

1. Discuss 4 legal appeals.
2. Review 1 draft orders.
3. Review 8 draft opinions.
4. Discuss 1 personnel matter.
5. Discuss two items that are subject to Executive Privilege.
6. Discuss 3 internal Board management matters.

  
President

**MARYLAND STATE DEPARTMENT OF EDUCATION  
PERSONNEL APPROVALS FOR THE September 24, 2013 BOARD MEETING**

**I. Appointments Grade 19 and above:**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
Tydings, Stephen E.	Computer Network Specialist Supervisor	19	Rehabilitation Services, Disability Determination Services	TBD
White, John L.	Administrative Manager Senior II (Chief of Staff)	24	Office of the State Superintendent of Schools	TBD

**II. Appointments Grade 18 and below:**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
None				

**III. Other Actions:**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
None				



Lillian M. Lowery, Ed.D.  
State Superintendent of Schools

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September 24, 2013

**BOARD LIST**

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Stephen E. Tydings  
**Position:** Computer Network Specialist Supervisor  
**Division:** Rehabilitation Services, Disability Determination Services  
**Salary Grade:** 19 (\$50,631 - \$73,956)  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

This is a professional position responsible for providing supervision and oversight of information systems support services in the areas of planning, upgrading and maintaining local area network operations, integrating local area network functions with the federal Social Security Administration (SSA) and State Maryland State Department of Education (MSDE) wide-area networks, managing software security, and providing expertise in planning and purchasing of microcomputer hardware, software and peripherals.

**EDUCATION:** Bachelor's Degree in Computer Information Technology, Management Information Systems, or other information technology-related field to include course work in local or wide area networks from an accredited college or university.

**EXPERIENCE:** 3 years of experience planning, installing and maintaining data communications network lines and devices; or evaluating, implementing and maintaining hardware and software is required.

**NOTES:**

1. Thirty credit hours in Computer Information Technology, Management Information Systems, or other information technology-related field to include course work in local or wide area computer networks from an accredited college or university may be substituted for the required education.
2. One year of experience planning, integrating and maintaining software and hardware for local or wide area microcomputer or minicomputer networks may be substituted for the required education.

**Qualifications:**

**Education:**

University of Maryland University College (Adelphi, Maryland) 2012 – Master’s Degree in Information Technology Information Assurance

Excelsior College (Albany, New York) 2007 – Bachelor’s Degree in Computer Information Systems

Microsoft Certified Solutions Expert (MCSE) 2001; Microsoft Certified Professional + Internet (Microsoft Windows 2000) 2003; A+ Certification 2003

**Experience:**

Xerox Corporation – Formerly Affiliated Computer Services (Washington, D.C.)

2007 – Present: Information Management Senior Specialist and Site Lead

2005 – 2007: Information Management Senior Specialist

L3 Communications (Hanover, Maryland)

2003 – 2005: Network Administrator

Computerized Management Systems (Pikesville, Maryland)

2002 – 2003: Network Specialist

University of California (Santa Barbara, California)

2000 – 2001: Computer and Network Support Specialist

**Employment Status**

New Hire





Lillian M. Lowery, Ed.D.  
State Superintendent of Schools

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September 24, 2013

**BOARD LIST**

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** John L. White  
**Position:** Administrative Manager Senior II (Chief of Staff)  
**Division:** Office of the State Superintendent  
**Salary Grade:** 24 (\$70,066 - \$112,503)  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**Education:**

A Master's Degree or 36 hours of post baccalaureate coursework in Education or Education Administration/Supervision.

**Experience:**

Six years experience in Education Administration.

**DESCRIPTION:**

This is a professional position serving as the Chief of Staff responsible for providing leadership, guidance, and coordination for major statewide initiatives including strategic planning. This position also coordinates the activities of the MSDE divisions to facilitate effective system operations and serves as liaison between MSDE, and the Local Superintendents of Schools and the various constituencies.

John L. White  
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**Qualifications:**

University of Maryland (College Park, Maryland) 2004 – Master of Business Administration; 1991  
– Bachelor's Degree in English with a minor in Journalism

**Experience:**

United State Department of Education (Washington, D.C.)

2009 - Present: Deputy Assistant Secretary, Office of Communications and Outreach

Prince George's County Public Schools (Upper Marlboro, Maryland)

2004 – 2009: Chief Communications Officer

AAA Mid-Atlantic (Towson, Maryland)

2003 – 2004: Public and Government Relations Manager

Maryland State Aviation Administration (Hanover, Maryland)

1999 – 2003: Communications Director

Office of the Secretary of State (Annapolis, Maryland)

1997 – 1999: Press Secretary

Maryland Gazette Newspaper (Glen Burnie, Maryland)

1993 – 1997: Sports Editor

The Daily Banner Newspaper (Cambridge, Maryland)

1991 – 1993: Editor

**EMPLOYMENT STATUS:**

New Hire

**MARYLAND STATE DEPARTMENT OF EDUCATION  
PERSONNEL APPROVALS FOR THE September 24, 2013 BOARD MEETING**

**I. Appointments Grade 19 and above:**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
Dorsey, Kanika L.	Education Program Specialist I, English Language Arts	21	Curriculum and Assessment	TBD
Durruthy, Stephanie	Physician Program Specialist	35	Rehabilitation Services, Disability Determination Services	09/18/2013
Griffin, Jennifer L.	Coordinator, Career Technology Education	IEPP	Career and College Readiness, Juvenile Services Education Program	TBD
Holley, Vera V.	Principal	IEPP	Career and College Readiness, Juvenile Services Education Program	TBD
Kinney, Judith, Ph.D.	Psychologist II (Part-time)	19	Rehabilitation Services, Disability Determination Services	09/18/2013
Kratz, Samuel J.	Special Education Program Coordinator	IEPP	Career and College Readiness, Juvenile Services Education Program	TBD
Moore, Caroline, Ph.D.	Psychologist II (Part-time)	19	Rehabilitation Services, Disability Determination Services	09/18/2013

**II. Appointments Grade 18 and below:**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
Albritton, Barbara K.	Teacher, Academic – Computer Literacy	IEPP	Career and College Readiness, Juvenile Services Education Program	09/04/2013
Britton, Carolann	Staff Specialist III – Employment Services Supervisor	18	Rehabilitation Services, Workforce and Technology Center	09/18/2013

Carlisle, Laura M.	Teacher, Special Education	IEPP	Career and College Readiness, Juvenile Services Education Program	10/02/2013
Coates, Shutic	Vocational Rehabilitation Specialist II	13	Rehabilitation Services, Disability Determination Services	09/04/2013
Coombs, Jourdan	Vocational Rehabilitation Specialist I	12	Rehabilitation Services, Region II	09/18/2013
Gray, Whitney	Staff Specialist I – Autism Services	15	Rehabilitation Services, Workforce and Technology Center	09/18/2013
Hoerauf-Bennett, Gail	Executive Associate II	15	Superintendent's Office	09/18/2013
Jenkins, Eugenie A.	Teacher, Academic – Like Skills/Career Development	IEPP	Career and College Readiness, Juvenile Services Education Program	09/18/2013
Meshey, Jill	Vocational Rehabilitation Specialist I	12	Rehabilitation Services, Disability Determination Services	09/18/2013
Miller, Elizabeth A.	Teacher, Academic – Mathematics	IEPP	Career and College Readiness, Juvenile Services Education Program	09/18/2013
Smith, Darren	Vocational Rehabilitation Specialist II	13	Rehabilitation Services, Region II	09/18/2013
Taffet, Rebecca A.	Teacher, Special Education	IEPP	Career and College Readiness, Juvenile Services Education Program	09/18/2013
Wright, Agneatha	Staff Specialist III, Child Care Credentialing Specialist	18	Early Childhood Development	09/18/2013

**III. Other Actions:**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
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None



Lillian M. Lowery, Ed.D.  
State Superintendent of Schools

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September 24, 2013

**BOARD LIST**

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Kanika L. Dorsey  
**Position:** Education Program Specialist I, English Language Arts  
**Division:** Curriculum and Assessment  
**Salary Grade:** 21 (\$57,626 - \$92,521)  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**Education:**

A Master's Degree or 36 hours of post baccalaureate coursework in Education, Educational Administration/Supervision, Secondary Reading/English Language Arts or a closely related field. Certification in Reading and/or English Language Arts is required.

**Experience:**

Four (4) years of professional administrative, accountability or teaching experience in or affiliated with an education program including two (2) years of experience in coordinating or administering an education program or service directly related to the position. Experience with a Secondary English Language Arts Education program is preferred.

**JOB DESCRIPTION:**

This is a professional position responsible for providing technical assistance to local school systems for developing effective initiatives for improving middle school student performance in English Language Arts (ELA) programs.

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**Qualifications:**

**Education:**

Bowie State University (Bowie, Maryland) 2010 – Master of Arts in Secondary Education

University of Maryland (College Park, Maryland) 2009 – Literacy Coaching Certificate

Lehman College (Bronx, New York) 2001 – Bachelor of Arts in English/Education

**Experience:**

Maryland State Department of Education (Baltimore, Maryland)

2012 – Present: Education Program Specialist I, Reading and English Specialist  
(Contractual)

Fairfax County Public Schools Holmes Middle Schools (Alexandria, Virginia)

2011 – 2012: Resource Teacher

Prince George's County Public Schools (Upper Marlboro, Maryland)

2010 – 2011: Instructional Literacy Coach

2006 – 2010: 8<sup>th</sup> Grade Reading/English Language Arts Advancement Via Individual  
Determination Teacher and Reading/English Language Arts Chairperson

2009 – 2011: Extended Learning Opportunities Coordinator

2008: Reading/English Language Arts Curriculum Writer

New York City Department of Education (Bronx, New York)

2002 – 2006: 8<sup>th</sup> Grade Reading/English Language Arts Teacher

**Employment Status**

Contractual Conversion



Lillian M. Lowery, Ed.D.  
State Superintendent of Schools

Suzanne R. Page  
Assistant State Superintendent

**Division of Rehabilitation Services**

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September 24, 2013

**BOARD LIST**

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Stephanie Durruthy, M.D.  
**Position:** Physician Program Specialist (part-time)  
**Division:** Rehabilitation Services,  
Disability Determination Services  
**Salary Grade:** 35 (\$108,395 - \$178,716)  
**Effective Date:** September 18, 2013

**JOB REQUIREMENTS:**

**Education:**

Possession of a Master's Degree in the field of public health from an accredited college or university. Possession of a license and currently registered with the Maryland State Board of Medical Examiners to practice medicine under the Maryland State Law.

**Experience:**

Possession of a Degree in Medicine and certification in Psychiatry by the American Medical Association Specialty Board.

**JOB DESCRIPTION:**

Responsible for providing consultative medical services medical record review as part of the adjudication of disability claims in accordance with regulations of the Social Security Administration.

Stephanie Durruthy, M.D.  
Page two

**QUALIFICATIONS:**

**Education:**

Drexel-Hahnemann , School of Medicine (Philadelphia, PA) 1981 – Doctor of Medicine

Cornell University (Ithaca, NY) 1976 – B.S.

**Experience:**

Self- employed (Baltimore, MD)

1993 – Present: Psychiatrist

Walter Reed Army Medical Center, (Washington, DC)

2006 - 2007: Consultant

Greenspring Mental Health Services. (Baltimore, MD)

1985 – 1998: Physician Advisor

John Hopkins Bayview Medical Center (Baltimore, MD)

1989 – 1998: Consultant

John Hopkins Bayview Medical Center (Baltimore, MD)

1990 – 1994: Medical Director

Spring Grove Medical Center (Baltimore, MD)

1989 1990: Attending Physician

US Public Health Services, (Playa Ponce, PR)

1985-1988: Staff Psychiatrist



Stephanie S. Durruthy, M.D.  
Page three

**EMPLOYMENT STATUS:**

New Hire (part-time)



Lillian M. Lowery, Ed.D.  
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September 24, 2013

**BOARD LIST**

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Jennifer L. Griffin  
**Position:** Coordinator, Career and Technology Education  
**Division:** Career and College Readiness  
Juvenile Services Education Program  
**Salary Grade:** IEPP (\$85,216-\$100,709)  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**Education:**

Master's Degree or equivalent 36 credit hours of post-baccalaureate coursework in Special Education, Education, or Administration/Supervision or possess or be eligible for a Maryland Advanced Professional Teaching Certificate in Secondary Education or Education Administration/Supervision.

**Experience:**

Three years of professional administrative/supervisory experience directly related to Career and Technology Education in a public school, alternative education setting, and/or juvenile services/adult correctional setting.

**DESCRIPTION:**

This is a professional position serving as the Career and Technology Education Coordinator responsible for providing leadership and support to activities within the Juvenile Services Education Program facilitating the successful preparation, training, and planning of career and technology education for youth returning to school and/or the community from detention/commitment facilities.

**Qualifications:**

**Education:**

North Carolina Agricultural and Technical State University (Greensboro, North Carolina) 2010 – Master’s Degree in School Administration

North Carolina State University (Raleigh, North Carolina) 1993 – Certification, Marketing Education

University of Southern New Hampshire (Manchester, New Hampshire) 1988 – Bachelor’s Degree in Hotel/Restaurant Management

Possesses a State of North Carolina-Professional Educator’s License (Standard Professional II) with endorsements for Principal (K-12), Workforce Development Director, Marketing Education (K-12), Career Development Coordinator, and Handicapped/Disadvantaged

**Experience:**

Weaver Academy Greensboro (Greensboro, North Carolina)

2010 – Present: Career Development Coordinator

Career and Technical Education, Winston-Salem/Forsyth County Schools (Winston-Salem, North Carolina)

2009 – 2010: School-to-Career Coordinator

The Aviation Academy at T. Wingate Andrews High School (High Point, North Carolina)

2008 – 2009: Coordinator

The Early College Academy at T. Wingate Andrews High School (High Point, North Carolina), the Early College Academy at Southwest Guilford High School (High Point, North Carolina), the Academy at High Point Central, High School (High Point, North Carolina), and the Academy at Ben L. Smith High School, (Greensboro, North Carolina)

2007 – 2008: Director, Early College Programs

Early/Middle College High School at Guilford Technical Community College (Jamestown, North Carolina)

2004 – 2007: Career Employment Counselor

Southwest Guilford High School (High Point, North Carolina)

2000 – 2004: Career Development Coordinator/Special Populations Coordinator

1994 – 2000: Marketing Teacher

Reidsville Senior High School (Reidsville, North Carolina)

1993 – 1994: Marketing Teacher

**Employment Status**

New Hire



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September 24, 2013

BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Vera V. Holley  
**Position:** Principal  
**Division:** Career and College Readiness  
Juvenile Services Education Program  
**Salary Grade:** IEPP (\$83,544-\$98,734)  
**Effective Date:** TBD

JOB REQUIREMENTS:

**Education:**

Master's Degree in School Administration and Supervision or Master's Degree with 18 graduate credits in School Administration and Supervision.

**Experience:**

Five years of satisfactory teaching experience and eligible for a Maryland Administrator II or Principal Certificate. Principal experience is preferred; experience in alternative or correctional education programs desired.

DESCRIPTION:

This is a professional position serving as Principal, responsible for providing supervision, management, and leadership of the education program for residents the Charles H. Hickey, Jr. School and the William Donald Schaefer House.

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**Qualifications:**

**Education:**

Walden University (Minneapolis, Minnesota) - Ph.D. Candidate – School Psychology

Nova Southeastern University (Miami, Florida) 2002 – Doctoral Level Graduate Coursework in Education Leadership

Coppin State University (Baltimore, Maryland) 1984 – Master’s Degree in Special Education; 1976 – Bachelor’s Degree in Education

Possesses a current Maryland Administrator I Certification with endorsement for Elementary-Middle School Principal/Supervisor. Maryland Advanced Professional Certification in Elementary Education (1-6 and Middle School/Special Education K-12)

**Experience:**

Maryland State Department of Education (Baltimore, Maryland)

- 2013 – Present: Teacher Supervisor
- 2012 – 2013: Teacher – Academic – Mathematics and Career/Life Skills)

Baltimore County Public Schools (Towson, Maryland)

- 2010 – 2012: Substitute Teacher
- 2007 – 2010: Inclusion Teacher (Holabird Middle School)

Baltimore City Public Schools (Baltimore, Maryland)

- 2001 – 2006: Principal (William H. Lemmel Middle School)
- 2000 – 2001: Curriculum Coordinator (Northeast Area)
- 1996 – 2000: Principal (Hamilton Middle School)
- 1994 – 1996: Assistant Principal (Northeast Middle School)
- 1993 – 1994: Assistant Principal (Brehms Lane Elementary School)
- 1991 – 1992: Assistant Principal (Morrell Park and Rognel Heights Elementary Schools)
- 1988 – 1991: Master Teacher (Samuel Coleridge-Taylor Elementary School)
- 1986 – 1988: Special Education Support Teacher
- 1984 – 1986: Special Educator (Lockerman-Bundy Elementary School)
- 1982 – 1984: Elementary School Teacher (Lockerman-Bundy Elementary School)
- 1976 – 1982: Elementary Teacher (Samuel B. Morse Elementary School)

**Employment Status**

Promotional



Lillian M. Lowery, Ed.D.  
State Superintendent of Schools

Suzanne R. Page  
Assistant State Superintendent

**Division of Rehabilitation Services**

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SEPTEMBER 24, 2013

BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Judith Kinney, Ph.D.  
**Position:** Psychologist II (part-time)  
**Division:** Rehabilitation Services,  
Disability Determination Services  
**Salary Grade:** 19 (\$50,631 - \$81,827)  
**Effective Date:** September 18, 2013

JOB REQUIREMENTS:

**Education:**

Determined by the Maryland State Board of Examiners of Psychologists under the licensing Psychologists.

**Experience:**

A total of two years experience rendering psychological services or engaged in psychological research as a licensed Psychologist.

JOB DESCRIPTION:

Responsible for interpreting psychological evidence, prescribe psychological evaluation needs, and participate as the psychological examiner in the adjudication of Social Security and Supplemental Security Income disability claims.

Judith Kinney, Ph.D.  
Page two

**QUALIFICATIONS:**

**Education:**

American University (Washington, D.C.) 1995 – Ph.D.

Loyola College in Maryland (Baltimore, MD) 1989 – Master's in Clinical Psychology

University of Virginia (Charlottesville, VA.) 1985 – B.A. in Psychology

**Experience:**

University of Maryland Counseling Center

2012 – Present: Acting Director Counseling Service

University of Maryland Counseling Center

2009 – 2012: Director, University Parent Consultation & Child Evaluation Services

University of Maryland Counseling Center

2008 - 2009: Staff Psychologist



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September 24, 2013

**BOARD LIST**

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Samuel J. Kratz  
**Position:** Coordinator, Special Education Program  
**Division:** Career and College Readiness  
Juvenile Services Education Program  
**Salary Grade:** IEPP (\$85,216-\$100,709)  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**Education:**

Master's Degree in Special Education, Education, or Administration/Supervision and eligible for certification in Special Education from the Maryland State Department of Education. Possession of a Maryland Special Education Supervisor Certificate is preferred.

**Experience:**

Six years of professional administrative/supervisory and special education teaching experience to include at least two years within a correctional or similar institution or in a program serving a predominately disadvantaged population. Experience as a juvenile services or correctional principal preferred.

**DESCRIPTION:**

This is a professional position serving as the Special Education Program Coordinator responsible for the Statewide development, implementation, and coordination of special education services for students with MSDE's Juvenile Services Education Program.



**Qualifications:**

**Education:**

The Johns Hopkins University (Baltimore, Maryland) 2003 – Graduate Certificate in Administration; 1998 - Master's Degree in Special Education

Towson University (Towson, Maryland) 1990 – Bachelor's Degree in Political Science

MSDE - Possesses a Maryland Advanced Professional Certificate with endorsements for Administrator I, and II, Generic Special Education 1-8

**Experience:**

Baltimore County Public Schools (Towson, Maryland)

2013 – Present: Special Education Department Chairperson

2012 – 2013: Coordinator of Related Services and Behavior

1999 – 2000: Coordinator of Related Services and Behavior

McDaniel College (Westminster, Maryland)

2006 – 2012: Adjunct Professor (Part-time)

Cecil County Public Schools (Elkton, Maryland)

2005 – 2012: Program Facilitator for Special Education

Kennedy Krieger Public Partnership Project (Baltimore, Maryland)

2003 – 2005: Assistant Principal

2000 – 2003: Site Coordinator

Kennedy Krieger Institute (Baltimore, Maryland)

1995 – 1999: Special Education Teacher

**Employment Status**

New Hire



Lillian M. Lowery, Ed.D.  
State Superintendent of Schools

Suzanne R. Page  
Assistant State Superintendent

**Division of Rehabilitation Services**

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SEPTEMBER 24, 2013

**BOARD LIST**

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Caroline Moore, Ph.D.  
**Position:** Psychologist II (part-time)  
**Division:** Rehabilitation Services,  
Disability Determination Services  
**Salary Grade:** 19 (\$50,631 - \$81,827)  
**Effective Date:** September 18, 2013

**JOB REQUIREMENTS:**

**Education:**

Determined by the Maryland State Board of Examiners of Psychologists under the licensing Psychologists.

**Experience:**

A total of two years experience rendering psychological services or engaged in psychological research as a licensed Psychologist.

**JOB DESCRIPTION:**

Responsible for interpreting psychological evidence, prescribe psychological evaluation needs, and participate as the psychological examiner in the adjudication of Social Security and Supplemental Security Income disability claims.

Caroline Moore, Ph.D.  
Page two

**QUALIFICATIONS:**

**Education:**

Georgia School of Professional Psychology (Atlanta, GA) 1998 – Ph.D.

Augusta State University (Augusta, GA) 1993 – Master's of Science

Augusta State University (Augusta, GA) 1984 – Bachelor's

**Experience:**

Self-Employed (West River, MD)

2008 – Present: Consultant/Editor

Disability Determination Services (Timonium, MD)

2005 – 2008: Psychologist II

Private Practice (Huntsville, AL)

1998 – 2003: Psychologist

Veterans Administration Hospital (Nashville, TN)

1997 – 1999: Psychology Intern

Vanderbilt University Child & Adolescent Psychiatry (Nashville, TN)

1998 – 1999: Psychology Intern

Central State Hospital (Milledgeville, GA)

1997 – 1998: Psychology Intern

Dept. of Rehab Medicine at Emory University (Atlanta, GA)

1996 – 1997: Psychology Intern