

BOARD OF EDUCATION OF ANNE ARUNDEL COUNTY  
SCHOOL BOARD APPOINTMENT COMMITTEE  
MINUTES - June 19, 2017

The Board of Education of Anne Arundel County School Board Appointment Committee convened at 7:00 p.m. on the above date at the school board administration building, 2644 Riva Road, Annapolis, MD. Committee members present and their affiliations were as follows: Leanne Carmona, Special Education Citizen Advisory Committee; Susannah Kipke, Anne Arundel County Executive appointment; Jerry Klasmeier, Anne Arundel Community College; Dr. Linda Ferrara, Association of Educational Leaders; Josie Urrea, Chesapeake Regional Association of Student Councils; Estefanie Holler, County Council of PTAs; Allison Pickard, President of the County Council of PTAs; Penny Cantwell, West County Chamber of Commerce; Ginger Otis Vance, Anne Arundel Chamber of Commerce; Mariko Bennett, Anne Arundel NAACP; Bill Jones, Anne Arundel County Teachers Association; and Nathaly Uribe, CASA de Maryland. Amalie Brandenburg, County Executive appointment was absent. Also present were Jeanette Ortiz, Legislative and Policy Counsel, Anne Arundel County Public Schools; and Molly Connolly, Executive Assistant to the Board of Education. Commissioner Kipke opened the meeting with the Pledge of Allegiance.

**Establish Agenda Order:** Commissioner Kipke noted that *Approval of the Minutes of June 6, 2017* was inadvertently omitted from the agenda and that this would be an appropriate time for the Commission to approve them. Commissioner Jones moved that a typographical error in paragraph 5 of the minutes be corrected to reflect *Mr. Mosier* instead of *Mrs. Mosier*. Commissioner Bennett moved that the Commission approve the minutes as amended. Commissioner Ferrara seconded and the minutes were approved as amended (12-0).

**Public Participation:** Teresa Sutherland addressed the Board about procedural issues of the SBAC, specifically that she believes all commission deliberations should take place in public. She also spoke about voting procedure.

**Bylaws:** Commissioner Kipke stated that the School Board Appointment Commission's Bylaws need to be approved by the Commission.

Commissioner Jones asked that two corrections be made. First, the word "Education" is misspelled in *Article II, Purposes #4*. Secondly, *Article IV, Membership* - the first bulleted item be revised to read as follows "Two members appointed by the County Executive of Anne Arundel County (one of these appointments must be a parent of a child enrolled in Anne Arundel County Public Schools and not more than *one* may be a current employee of Anne Arundel County.)"

Commissioner Cantwell asked that Article IV, Membership – the tenth bulleted item be revised to reflect the new name for the former West County Chamber of Commerce. Mrs. Ortiz, Legislative and Policy Counsel, confirmed that the former name of the Chamber of Commerce is how the law reads. Therefore, the Bylaws should reflect the name referenced in the law, and suggested that the Bylaws read as follows: "*One member appointed by the Central Maryland Chamber of Commerce (formerly the West County Chamber of Commerce.)*"

Regarding *Article V, Commission Officers*, Commissioner Ferrara noted that she believes the law states that the Commission shall select a “Chair,” from among its members, as opposed to a “President.” Mrs. Ortiz, Legislative and Policy Counsel, indicated that she did not see “President” in the law and the Bylaws should reflect what is referenced in the law.

Commissioner Urrea moved to approve the Bylaws as amended. Commissioner Jones seconded and the Commission approved the Bylaws (12-0).

**Prospective Member Application:** The Commission discussed the prospective member application at length.

Commissioner Klasmeier moved that on page 1, before the series of 7 yes/no questions, the phrase be added, “If you answer ‘yes’ to any of the questions below, please attach comments.” Commissioner Pickard seconded and the Commission approved (12-0).

Commissioner Kipke asked who would be responsible for ensuring that all candidates’ names are submitted to the Maryland Judiciary Search for clearance. Mrs. Connolly stated that Anne Arundel County Public Schools has access, and the process is fairly quick.

There was discussion on the application deadline and the number of days the Commissioners would need to review applications. Commissioner Holler moved that the application cut-off date be Friday, July 14, 2017 at 4:00 p.m. Commissioner Carmona seconded and the Commission approved (12-0).

Commissioner Uribe moved that the word “three” be removed from the question on page 3, in the question, “What do you believe are the *three* most critical issues currently facing Anne Arundel County Public Schools?” Commissioner Holler seconded and the Commission approved (11-1), Commissioner Jones opposed, all others in favor.

Commissioner Cantwell moved that the following question be added to Page 3 of the application: “Please share any current Anne Arundel County Public Schools best practices and procedures you are familiar with, and how you feel these initiatives benefit students and the community.”

After extensive discussion, it was decided that the submission process on the application be revised to read as follows: Applications may either be **mailed to:** School Board Appointment Commission of Anne Arundel County, c/o Anne Arundel County Public Schools Board Office, 2644 Riva Road, Annapolis, MD 21401 or **emailed to** [sbac@aacps.org](mailto:sbac@aacps.org) in a PDF format. Please call 410-222-5311, after 24 hours, to confirm receipt.\*

Commissioner Pickard moved to approve the revised application as amended. Commissioner Holler seconded and the Commission approved (12-0).

**Voting Procedures:** Extensive discussion ensued on possible guidelines for voting on the candidate to fill the vacant Board of Education seat. This included methods of dropping lowest number of votes through having a scoresheet, rubric, evaluation sheets and a “dot system.” Of

particular question was whether the Commission needs to have a vote for every single applicant which does not appear to be confirmed by the Bylaws.

Commissioner Pickard stated that to avoid “inventing the wheel” she would like to use a voting system that has been proven before and she suggested contacting the County Council for their method of voting. Commissioners Ferrara and Klasmeier spoke in support of having consistent criteria for all candidates.

Ultimately, Commissioner Kipke pointed out determining voting procedures and reviewing some of the discussion topics at the meeting posed a challenge, given the Commission is still awaiting legal opinion. Commissioner Jones stated that whatever voting process is decided on, it should be memorialized and put in writing for future commissioners, whether it be in the Bylaws or as a separate document on Voting Procedures.

Commissioner Jones moved that the Commission table the topic of voting procedures. Commissioner Uribe seconded and the Commission approved (12-0).

The Commission adjourned at 8:30 p.m.

*Page 2, Paragraph 8 has been revised to clarify that the deadline date of July 14, 2017 for receipt of applications, poses a logistical issue given that AACPS schools and offices are closed in Fridays in the summer beginning on July 7, 2017. Per Mr. Mosier’s June 22, 2017 email to commission members, the application was revised to reflect that emailed submissions will be accepted through 4:00 p.m. on July 14, 2017 and that mailed or hand-delivered applications must arrive at the Board of Education offices by 4:00 p.m. on Thursday, July 13.\**

Approved: July 24, 2017