



# School News

## *Staff to be honored*

The Board of Education will honor more than 80 Charles County Public Schools employees during a Years of Service ceremony scheduled for 5 p.m., Wednesday, Feb. 24, in the Board room at the Jesse L. Starkey Administration Building.

## *W-2 Information*

All employees should receive a W-2 form through the pony or mail over the next few days. If you lose your form, submit a completed request for a W-2 replacement form, available under the forms database on the Web site, to payroll. Allow at least a week for the replacement form to be processed. You can also obtain a copy of your W-2 from the Employee Self Service portal.

## *What Counts*

The Board of Education is hosting What Counts II, a community forum set for 6:30-9 p.m, Thursday, Feb. 18, in the Westlake High School cafeteria. The topic of discussion is what counts in education. Invitations have been sent out to a cross-section of county residents to ensure well-rounded participation. Following the forum, a summary report will be provided to each public school and each participant. For more information, or to learn how to participate, read the press release at [www.ccboe.com/pr](http://www.ccboe.com/pr).

## *Coming Soon*

### *Winter chess tournament*

The annual Charles County Public Schools winter chess tournament is 9 a.m., Saturday, Jan. 30, at Westlake High School.

### *Schools closed for students*

Schools are closed for students only on Friday, Feb. 5, for a teacher in-service day.

### *Math Counts*

The regional middle school Math Counts competition is Saturday, Feb. 6. It begins at 8 a.m. at Theodore G. Davis Middle School.



## **Getting oriented**

Charles County Public Schools hosted its Mid-Year New Teacher Orientation on Wednesday, Jan. 26 at the Jesse L. Starkey Administration Building. More than 60 teachers attended the orientation, which highlighted instructional programs, services for teachers and benefits. Teachers, including (from left) Jermel Escalera from Thomas Stone High School, Sara Mattise, also from Stone, Brittany Schaller from Dr. James Craik Elementary School, and Karen Hamilton from Eva Turner Elementary School, also worked in groups during the orientation on diversity and equity training.

## **Board lobbies state for new high school additions**

Board of Education members lobbied the Maryland Board of Public Works on Wednesday, Jan. 20, to ensure Charles County's next high school is large enough to accommodate 1,600 students and to provide \$8.2 million in first-year funding.

Gov. Martin O'Malley praised Charles County Public Schools and Superintendent James E. Richmond's educational vision and plans for the high school. The governor encouraged the Interagency Committee on Public School Construction (IAC) to relook at its recommendation to reduce Charles County's request from a 1,600-student capacity school to 1,300 students.

"Our request today is short," Board Chairman Roberta Wise told the panel that is composed of Maryland's governor, comptroller and treasurer. "Our top priority is our new high school, which is needed to reduce severe overcrowding in our schools," she said.

Wise added that if the school opened tomorrow with 1,300 students, it would already be nearly filled. The high school is scheduled to open in 2013.

Wise said the reduction of student seats does not take into account the aggressive building plans of the St. Charles developer, American Community Properties Trust, which has already broken ground to build a green city that eventually will contain more than 12,000 homes. The new construction backs up to the new high school site and is expected to start this year.

Each fall, Charles County submits a five-year Capital Improvement Program. The IAC makes recommendations to the Board of Public Works, which holds a January hearing allowing school systems to appeal the recommendations. The IAC recommended approval of funding for three full-day kindergarten renovations and additions, the remainder

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## Notebook

### On the cover

Pictured on the cover are exemplary employees honored by the Board of Education Jan. 12. Pictured, from left, are: Joan Simms, Reading Recovery teacher, William B. Wade Elementary School; Beth Ramsey, fifth-grade teacher, Daniel of St. Thomas Jenifer Elementary School; John Makell III, physical education teacher, Dr. Samuel A. Mudd Elementary School; Scott Brain, school psychologist, F.B. Gwynn Educational Center; and Heather McKewyn, mathematics teacher, Matthew Henson Middle School.

### Employee Assistance

Charles County Public Schools offers employees the Employee Assistance Program (EAP). The program provides confidential, professional counseling services for employees with personal problems that are affecting their abilities to function effectively at work or at home. The EAP is available to all employees who work 20 or more hours per week and their immediate family members. For more information, call 301-932-9656.

### Young selected for AP planning

Vera Young, Charles County Public Schools content specialist for English and language arts, was recently invited to assist in planning the 2010 Advanced Placement (AP) annual conference. The conference focuses on professional development for teaching, planning and managing successful AP and pre-AP programs. As part of the College Board AP annual conference steering committee, Young will assist in reviewing proposed conference sessions, shaping the overall conference program, selecting speakers and ensuring rounded participant representation.

### In the mood for music?

The Charles County Wind Ensemble, a group comprised of school system employees and local musicians, is performing at 6 p.m., Saturday, Feb. 7, at Maurice J. McDonough High School. The concert is free and open to the public.

## In Memoriam

Ellen Burnice Rucker, a food service worker at North Point High School, passed away on Wednesday, Jan. 13, 2010. She began her career with Charles County Public Schools as a substitute food service worker at the Jesse L. Starkey Administration Building in 2005. She also worked at Milton M. Somers Middle School during the 2006-07 school year, and transferred to North Point in January 2007.



Ellen Burnice Rucker

Rucker attended Good Shepherd High School in Baltimore and took classes at Atlantic Business College in Washington, D.C., for two years. Before joining CCPS, Rucker worked for the Department of the Navy for 30 years before retiring in 2006.

She lived in Indian Head and is survived by friends and family.

Funeral services were held Jan. 22 at Fort Washington Baptist Church.

## Board

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of funding for Mary B. Neal Elementary School and rooftop units and boiler replacements at John Hanson Middle School. The IAC recommended planning approval for the new high school with the reduced student capacity and deferral of construction funding. It also deferred approval for

construction money for a roof/HVAC replacement at Daniel of St. Thomas Jenifer Elementary School. The Board of Education appealed the final three recommendations.

A decision on the appeal is expected between March and May.



## 2010 Charles County Public Schools Capital Improvement Project Status

- Planning approved for a 1,300-student new high school.
- Funding deferred for construction of new high school.
- Funding approved for balance for Mary Burgess Neal Elementary School.
- Funding approved for balance for John Hanson Middle School rooftop units and boilers.
- Funding approved for construction of Eva Turner Elementary School full-day kindergarten addition and renovation.

- Funding approved for construction of Indian Head Elementary full-day kindergarten addition and renovation.

- Partial funding approved for construction of Arthur Middleton Elementary School full-day kindergarten addition and renovation.

- Funding deferred for a roof/HVAC replacement at Daniel of St. Thomas Jenifer Elementary School. The Board also appealed this deferral.

*(Deferred high school capacity funding and Jenifer roof/HVAC pending decision of Jan. 20 appeal to the Board of Public Works.)*

# Ethics regulations apply to all Charles County Public Schools employees

The Charles County Board of Education Ethics Regulations apply to all CCPS employees. Any violations of the regulations by employees may result in discipline up to and including dismissal.

Complaints alleging violations may be filed with the Board of Education's Ethics Panel, a five-member panel consisting of individuals from the Charles County community. The panel reviews complaints and issues recommendations concerning violations to the Board of Education. In addition, questions concerning the applicability of the regulations to a particular situation may be addressed to the panel, which will issue a non-binding advisory opinion concerning the matter.

Under the regulations, employees may not:

- Participate on behalf of the school system in any matter which would, to their knowledge, create a "conflict of interest," defined as a situation in which a person's impartiality or independence of judgment may be impaired, or any action which could have a direct financial impact, as distinguished from the public generally, on either:
  - (1) themselves or their spouse, parent, brother, sister, or child; or
  - (2) a business entity in which they have ownership; or hold an interest of at least either \$5,000 or 3 percent; or hold employment.
- Be employed by a business entity that has or is negotiating a contract of more than \$2,500 with the school system, unless:
  - (1) the employment is disclosed to a direct supervisor;
  - (2) the employee does not participate in any matter which could reasonably be expected to result in a conflict of interest, as defined above;
  - (3) the employee reports the employment to the Ethics Panel; and
  - (4) the Ethics Panel issues an advisory opinion concluding that the employment does not create a conflict of interest or the appearance of a conflict of interest.

## To submit ethics requests

To file a complaint, or to submit an advisory opinion request to the Ethics Panel, please contact:

Ethics Panel Chairman  
Charles County Public Schools  
P.O. Box 2770  
La Plata, MD 20646

For a copy of the regulations, please contact Katie O'Malley-Simpson, Coordinating Supervisor of Communications and Media Relations, at 301-934-7221.

Any questions about the Regulations may be addressed to Eric Schwartz, Staff Attorney, at 301-932-6610.

- Hold any outside employment relationship that would impair or would appear to impair their impartiality or independence of judgment.
- Represent any party, for a contingent fee, before the school system.
- Within one year following termination of school system service, act as a compensated representative of another in connection with any specific matter in which he or she participated substantially as an employee.
- Solicit any gift from any student, employee, or other person who is under the authority of the school system or any person or business entity who has or is negotiating a contract or doing or seeking to do business with the school system.
- Accept gifts or series of gifts of greater than \$50 in value from any student, employee, or other person who is under the authority of the school system or any person or business entity who has or is negotiating a contract or doing or seeking to do business with the school system, except that the following gifts may be accepted:

- (1) ceremonial gifts or awards which have insignificant monetary value;
- (2) meals and beverages, provided they are consumed in the presence of the donor;
- (3) reasonable expenses for food, travel, or lodging at a conference, meeting, or other event at which the recipient is speaking or presenting;
- (4) tickets or free admission to events generally provided to the individual in his or her official capacity;
- (5) gifts received from the recipient's parent, spouse, sibling, or child; and
- (6) as determined by the Ethics Panel, any other gift which was not intended to create, did not create, and did not appear to create a conflict of interest.

- Knowingly use the prestige of their offices for their own benefit or that of another.
- Knowingly use confidential information acquired in their official school system position for their own benefit or that of another.
- Knowingly fail to report any violation of the Ethics Regulations to the Board of Education of Charles County Ethics Panel.

## Ethics panel members

There are five members on the Board of Education ethics panel. The Board was appointed in 2006 and serves a four-year term. Members are volunteers and are appointed by the Board. The current term ends June 30, 2010.

### Members

Randy Albright – Ethics Chairman  
Zandra Heilmair  
Jessie Morris  
William F. Olmstead  
Anthony Rainey

**School News** is published by  
Charles County Public Schools  
301-932-6610  
301-934-7220  
Fax: 301-932-6651

**Board of Education Members**

Roberta S. Wise, Chairman  
Donald M. Wade, Vice Chairman  
Jennifer S. Abell  
Collins A. Bailey  
Charles E. Carrington  
Maura H. Cook  
Pamela A. Pedersen  
Kyle Grusholt, Student Member

**Superintendent of Schools**

James E. Richmond

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The Charles County public school system does not discriminate on the basis of race, color, religion, national origin, sex, age or disability in its programs, activities or employment practices. For inquiries, please contact Keith Grier, Title IX Coordinator, or Patricia Vaira, Section 504 Coordinator (students), or Keith Hettel, Section 504 Coordinator (employees/adults), at Charles County Public Schools, Jesse L. Starkey Administration Building, P.O. Box 2770, La Plata, Maryland 20646. 301-932-6610/870-3814. For special accommodations call 301-934-7230 or TDD 1-800-735-2258 two weeks prior to the event.

## Board of Education announces February 9 meeting agenda

The Board of Education's next monthly meeting is Tuesday, Feb. 9, at the Jesse L. Starkey Administration Building on Radio Station Road in La Plata. The public portion of the meeting begins at 1 p.m. and recognition begins at 4:30 p.m. The meeting is televised live on Comcast Channel 96 and Verizon Fios Channel 12, and is rebroadcast throughout the week. Program schedules are available at [www2.ccboe.com/publicinfo/channel96/schedule.cfm](http://www2.ccboe.com/publicinfo/channel96/schedule.cfm).

**Executive session** – 12 p.m.

**Call to order** – 1 p.m.

Pledge of Allegiance, Westlake High School's JROTC unit

**Reports of officers/boards/committees**

- Superintendent's update: DVD on new high school
- Correspondence/Board member updates
- Education Association of Charles County update
- Student Board member update
- CIP update
- Advancement Via Individual Determination (AVID) and equity training
- "Race to the Top" grant

- Report item: FY 2011 budget

- 2011-2012 school calendar

- Legislative update

**Unfinished business**  
**New business and future agenda items**

- New business

- Future agenda items

**Recognition** – 4:30 p.m.

- Students

- Employees

- Resolutions: *Read Across Charles County; Women's History Month; and Fine and Performing Arts Month.*

**Public Forum** – 6 p.m.

**Action items**

- Minutes

- Personnel

**Public hearing on FY 2011 budget**

**Work session on FY 2011 proposed operating budget (if needed)**

**Adjournment**



## Personnel

Apply for positions online at [www.ccboe.com/hur](http://www.ccboe.com/hur). Positions are open until filled unless otherwise noted. All teaching positions require a bachelor's degree and MSDE certification requirements.

**Job Openings**

**Purchasing Assistant** – Jesse L. Starkey Administration Building, 12-month position. Apply by Feb. 9.

**Title I Family Involvement Support Facilitator** – Jesse L. Starkey Administration Building, 12-month position. Bachelor's degree and successful parental involvement experience preferred. Apply by Feb. 8.

**Roofer III** – Maintenance Shop, 12-month position. Apply by Feb. 4.

**Long Term Substitute Teacher, Support** – High school level, 10-month position.

**Instructional Specialists** – Future openings at all levels, 11-month positions.

**Physics Teacher** – High school level, 10-month position.

**Title I Instructional Specialist for Technology** – Jesse L. Starkey Administration Building, 11-month position.

**Principals** – Accepting applications for future openings, 12-month positions.

**Vice Principals** – Accepting applications for future openings, 11- and 12-month positions.

**Technology Education Teacher** – Henry E. Lackey High School, 10-month position.

**Business Teacher** – Westlake High School, 10-month position.

**Life Skills Teacher** – William B. Wade Elementary School, 10-month position.

**English Teacher** – Openings at Westlake and Thomas Stone high schools, 10-month positions.

**Gifted Education Resource Teachers, Middle School Level** – Future openings, 10-month positions.

**Speech Language Therapists** – Openings at all levels, 10-month positions.

**Family & Consumer Science Teacher** – High school level, 10-month position.

**Gifted Education Resource Teachers** – Future openings at all levels, 10-month positions.

**Reading Recovery Teacher** – Location to be determined, 10-month position.

**Library & Media Specialist** – Elementary school level, 10-month position.

**Special Education Resource Teacher, Elementary School Level** – Two-year position to support students with disabilities, 10-month position.

**Special Education Resource Teacher, Middle School Level** – Two-year position to support students with disabilities, 10-month position.

**High School Instructional Resource Teacher** – Jesse L. Starkey Administration Building, 12-month position.

**Special Education Teacher of the Emotionally Disturbed** – F. B. Gwynn Educational Center, 10-month position.

**Long Term Substitute Teacher, Certificated** – High school level, 10-month position.