

*It's All About Teaching
and Learning.*



Charles County Public Schools

School News

Important Dates Coming Soon

Fall back and gain an hour

Standard time begins on Sunday, Nov. 1. Remember to turn your clocks back by one hour.

Early dismissal, marking pds.

The first marking period ends on Wednesday, Nov. 4 and the second marking period begins on Thursday, Nov. 5. There is a two-hour early dismissal for students on Nov. 5 and afternoon prekindergarten students attend.

In-service day Nov. 11

Schools are closed for students only on Wednesday, Nov. 11 for a teacher in-service day and elementary school conferences.

Celebrate our heroes

The school system celebrates American Freedom Week Nov. 9-13. During the week, schools give special recognition to those who serve the country and those who gave their lives to preserve America's freedom and liberty. Special activities take place in all schools to honor and celebrate patriotism.

Catch a show

Student actors at Maurice J. McDonough High School are presenting Joseph Robinette's adaptation of the Chronicles of Narnia "The Lion, the Witch, and The Wardrobe," on Nov. 5-7 at 6:30 p.m. and at 2 p.m. on Nov. 7. The production is a classic tale of good versus evil and is set in the magical land of Narnia. Featured are the travels of Aslan, the great lion, and his struggle with the White Witch, who wants to rule over Narnia. Aslan comes across four children who inadvertently wander from an old wardrobe into the exciting, never-to-be-forgotten Narnia and enlists their help in deterring the White Witch. Tickets are available for purchase at www.mcdonoughdrama.com.



Comptroller visits Craik, tours school

Maryland Comptroller Peter Franchot visited Dr. James Craik Elementary School on Oct. 15 to tour an open-space learning facility and meet with Charles County Public Schools (CCPS) staff. During the tour, Craik Principal Debbie Calvert, Superintendent of Schools Dr. Kimberly Hill and other CCPS staff talked with Franchot about Craik's design, the school resource officer program and computer science initiatives. Pictured above from left are Craik Vice Principal Ben Harrington, Dr. Hill, Charles County Commissioner Ken Robinson, Comptroller Franchot, Calvert and Loraine Hennessy, Charles County Register of Wills.

Health insurance open enrollment starts Monday

Charles County Public Schools (CCPS) is holding open enrollment for health insurance benefits and Aflac, a supplemental insurance company, from Monday, Nov. 2 to Monday, Nov. 30. Open enrollment provides employees the opportunity to modify benefit choices, elect medical benefits and verify life insurance beneficiaries. All changes made during open enrollment are effective Jan. 1, 2016. The health care plan calendar year is Jan. 1, 2016, through Dec. 31, 2016. To make changes or to enroll, visit <https://ccboe.hrintouch.com>. Enrollment instructions are posted on the CCPS employee-only website, Inside CCPS. Click the featured link located at the top-right hand side of the page to access the instructions.

CCPS offers eligible employees a self-insured group health plan through CareFirst

BlueCross BlueShield and Caremark. Benefits include medical, dental and pharmacy services. The two plan options for employees include CareFirst Preferred Provider Plan (PPO/PPN) and Blue Choice Opt-Out Open Access. Premium rates for 2016 have increased slightly and are as follows:

- PPO/PPN plan – individual, \$198 per month (bi-weekly, \$99) – increase of \$8; family, \$530 per month (bi-weekly, \$265) – increase of \$20.
- Open Access – individual, \$138 per month (bi-weekly, \$69) – increase of \$13; family, \$396 per month (bi-weekly, \$198) – increase of \$36.

Additional changes to the health insurance co-payments were negotiated between the employee unions, the Education Association

See Open Enrollment, page 2

Nominate a student volunteer for recognition

Charles County Public Schools (CCPS) employees can nominate students for the 2016 Prudential Spirit of Community Awards program, which honors middle and high school student volunteers. The annual program recognizes students for exemplary acts of volunteer service in their communities. The awards are given to students for serving their communities through volunteer activities, such as helping the less fortunate, promoting health and safety or protecting the environment.

Students in grades five through 12 are also eligible to apply and must have participated in a volunteer activity that occurred in the past 12 months. Students can apply online at <http://spirit.prudential.com> or at www.nassp.org/spirit. Applications must be completed by Nov. 3 and submitted to the school principal. Two state-level hon-

orees – one at the middle-school level and one at the high-school level – will be announced in February. Finalists at the state level receive bronze medallions and runner-ups receive certificates.

State-level honorees receive \$1,000 awards and travel to Washington, D.C. in the spring for recognition events. Ten national honorees will be selected from the finalist group to receive an additional \$5,000 award. Additionally, \$5,000 grants will be awarded on behalf of national honorees by the Prudential Foundation to the nonprofit, charitable organization of their choice.

The Prudential Spirit of Community Awards program was created to honor middle and high school students for outstanding community service and is the largest youth recognition program based solely on volunteer service.

Open enrollment

continued from page 1

of Charles County (EACC) and the American, Federation of State, County and Municipal Employees (AFSCME), to help offset the costs of the health plans. The following changes are effective Jan. 1 and apply to services under plans that require co-payments. They are:

- Office visit co-pays increase by \$5
- Pharmacy co-pays increase by \$5
- Emergency room co-pay is \$100 unless patient is admitted for treatment
- Dental deductible is \$30 per individual/\$80 per family

Employees with health coverage through the school system pay 25 percent of their total monthly premium through payroll deduction, and the Board of Education covers the remaining 75 percent. Employee contributions are deposited into a health care premium account, and premium amounts are determined by the total cost of health care services used and then paid by the Board through the premium account.

Employees who are eligible for health coverage through CCPS but waive the benefits are required to complete an election waiver form, also posted on Inside CCPS under the enrollment section. The waiver will also be mailed to employees.

The school system encourages employees to take advantage of cost-saving measures to help keep health care premiums low.

- Take full advantage of your health benefits, including the free wellness visits, nurse line offerings and preventative services.
- Have your annual physical, immunizations and routine diagnostic testing.
- Compare the benefits available through each plan, and decide which plan best covers your needs.
- Use generic medications, when available.
- Receive maintenance prescriptions through Caremark's mail-order option. Call 1-800-875-0867 or visit www.caremark.com/faststart for more information.
- Develop a care plan with a primary care physician to manage chronic illnesses.
- For after-hours care, consider visiting a walk-in clinic or urgent care facility rather than the emergency room. Wait times are shorter and claim amounts are less.



On the cover

Pictured on the front cover are staff members from J.C. Parks Elementary School. Pictured, from left, are William Short, building service manager; Brandi Arnold, food service manager; and Charna Brooks, learning resource teacher.

Board to meet Nov. 10

The Board of Education's next monthly meeting is Tuesday, Nov. 10, 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. The meeting is televised live on Comcast Channel 96 and Verizon FiOS Channel 12.

Board meetings are also streamed live on the Charles County Public Schools (CCPS) website, www.ccboe.com. Click on the middle of the main page to start the live streaming. The following is an agenda, which is subject to change.

Executive session – 12 p.m.

Call to order – 1 p.m.

Pledge of Allegiance – La Plata High School
Superintendent's update to the Board
Reports of officers/boards/committees

- Correspondence/board member updates
- EACC update
- AFSCME update
- Student Board member's update
- Superintendent's rule #6431: extra-curricular activities/athletics eligibility requirements
- Project status update
- Instructional technology/CTE) programs
- Board goals
- Student liaisons presentation

Unfinished business

New business and Future agenda items

- New business
 - Future agenda items
- Recognition** – 4:30 p.m.

- Students
- Employees

Public Forum – 6 p.m.

Action items

- Minutes
- Personnel
- 2016 Legislative positions
- Parent Involvement Matters Award (PIMA) resolution

Adjournment

Ethics policy applies to all Charles County Public Schools employees

Charles County Public Schools employees have a standard of ethics that include limitations on gifts, financial disclosures and involvement with companies that do business with the school system. All employees are responsible for complying with ethics regulations.

The ethics policy outlines conflicts of interest concerning business entities in which an employee has any interests. The policy does not allow participation by an employee with a business in which the employee or an immediate family member has a financial interest. For example, if an employee's spouse works for a company doing business with the school system, the employee should not be involved in any school system transactions with that company.

In addition to financial matters, conflicts of interest also include post-employment restrictions, using prestige of office, use of confidential information, procurement restrictions, and acceptance of gifts. Employees can accept certain gifts up to \$20, but a series of gifts may be accepted up to \$100 in value on a yearly basis.

The ethics policy also states that employees may not use confidential information that they acquire through their employment for their economic benefit or the economic benefit of another person. For example, an employee may not access confidential home addresses to contact students or other employees about non-school system business, or provide those addresses to anyone outside the school system for commercial or other unauthorized purposes.

Certain employees, including the superintendent, executive staff, principals and some administrative employees, must file an annual statement with the Charles County Board of Education Ethics Panel

that discloses gifts received from any person that contracts with or is under the authority of the school system and any potential conflicts of interest. Employees required to file financial disclosure statements are listed in the policy.

Board of Education policy 8160 outlines the ethics rules and establishes the Charles County Board of Education Ethics Panel, which consists of five members appointed by the Board of Education. Panel members serve four-year terms and their terms begin on July 1 prior to the regular election of Charles County Board of Education members. Panel members are Joseph Cormier, James Cornette, Theresa Everette, Jessie Morris and William F. Olmsted. Olmsted, a local attorney, serves as the chairman.

The panel reviews complaints and issues recommendations concerning violations to the Board of Education. Anyone who knows of an ethics violation may file a complaint directly with the Charles County Board of Education Ethics Panel, P.O. Box 2770, La Plata, MD 20646. For questions about the policy, contact Eric Schwartz, staff attorney, at eschwartz@ccboe.com.

A complete copy of the ethics policy is located on BoardDocs, under the policy section, and is posted on the school system website. Visit www.ccboe.com and click on the Inside CCPS area located on the bottom, right-hand side of the home page. A log-in screen will appear. Employees with CCPS email accounts can use their user name and password associated with their @ccboe.com email account to access Inside CCPS. The ethics policy is located under the Staff Services menu.



Enroll now for supplemental insurance benefits through Aflac

Enrollment for benefits through Aflac, a supplemental insurance company, is available Nov. 1 through Nov. 30 for interested Charles County Public Schools employees. Aflac representatives are available now at schools and centers to sign up employees for new policies, update current policies or answer questions. Through Aflac, employees are eligible to enroll in unreimbursed medical expense and child care flexible spending accounts. Enrollment is not automatic and employees who wish to participate must sign up for a new account each year. These accounts are active from Jan. 1 through Dec. 31 annually.

Unreimbursed medical expenses include allowable expenses not covered but not fully reimbursable by any benefit plans, such as a co-pay or deductible, and expenses not covered by any benefit plans which are prescribed by a physician. Dependent child care expenses qualify if they are for the care of children or other dependents that are physically or mentally incapable of caring for themselves. Children must also be under the age of 13 and services by a child care provider or elder care center must comply with all state and local laws.

Aflac also offers additional policies that include cancer, personal sickness, short-term disability, life insurance and accident insurance. For questions about Aflac or Charles County Public Schools health insurance benefits, contact the office of human resources at 301-934-7459 or cwarner@ccboe.com.

The following is a schedule for Aflac representative visits:

- Mary B. Neal Elementary School, Friday, Oct. 30;
- William B. Wade Elementary School, Tuesday, Nov. 3;
- J.C. Parks Elementary School, Wednesday, Nov. 4;
- J.P. Ryon Elementary, Mattawoman and Matthew Henson Middle schools, Monday, Nov. 9;
- Daniel of St. Thomas Jenifer, Eva Turner and Gale-Bailey elementary schools, and Mattawoman Middle School, Tuesday, Nov. 10;
- Jesse L. Starkey Administration Building and the Maintenance Shop, Wednesday, Nov. 11;
- Arthur Middleton Elementary, Piccowaxen Middle and Westlake High schools, Thursday, Nov. 12;
- Berry Elementary and Westlake High schools, Friday, Nov. 13;
- Berry, Monday, Nov. 16;
- Henry E. Lackey and North Point high schools, Tuesday, Nov. 17;
- Lackey and Thomas Stone high schools, Wednesday, Nov. 18;
- North Point and Stone, and Theodore G. Davis Middle School, Thursday, Nov. 19;
- Robert D. Stethem Educational Center, Lifelong Learning Center and Davis, Friday, Nov. 20; and
- Starkey Building, Tuesday, Dec. 1, and Wednesday, Dec. 2.

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

Board of Education Members

Virginia R. McGraw, *Chairman*
Michael Lukas, *Vice Chairman*
Jennifer S. Abell
Mark Crawford
Victoria T. Kelly
Margaret T. Marshall
Barbara S. Palko
Pearson Benson, *Student Member*

Superintendent of Schools

Kimberly A. Hill, Ed.D.

Editor/Writers

Katie O'Malley-Simpson
Shelley Mackey

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

National Board Certified Teachers



Lisa Wehausen



Generalist/Middle Childhood

Position held: Instructional Specialist at William A. Diggs Elementary School

Years of teaching experience: 23

Years with Charles County Public Schools: 23

Education:

Bachelor of Science in Elementary Education, University of Maryland
Master of Science in Curriculum and Instruction, McDaniel College
Certificate of Advanced Study in Education in Instructional Leadership, Notre Dame of Maryland University

Memorable Moment:

As a requirement for a graduate class on group dynamics, I had to facilitate a group consensus lesson for my class of third graders. The scenario I selected and modified was similar to one we had completed in our graduate class. The situation was "your house is about to be destroyed by a flood, you have just enough time to grab 5 things from the list of items below..." The students independently selected their 5 items from a list of 25 things. Next, they were randomly put into small groups and had to come to consensus about which 5 items they as a group would take out of the house. Not only did they have to come to consensus about which items to take, but they also had to come to consensus about the order of importance for the 5 items they had selected. All five groups had the same item as their top choice--"something given to you by your deceased grandparent". That was a powerful, proud moment for me.

Personnel

Apply for positions online at www.cchoe.com/jobs/currentopenings.php. All teaching positions require a bachelor's degree and MSDE certification requirements.

Job Openings

Communications Specialist – Jesse L. Starkey Administration Building, 12-month position. Bachelor's degree in journalism or communications and two years of experience in communications office, with a newspaper or a public relations organization required. Experience in design, development and production of print media and writing for an organization or for a publication required. Apply by Nov. 3.

Food Service Worker – Theodore G. Davis Middle School, four-hour, 10-month position. Apply by Nov. 3.

Executive Assistant to the Assistant Superintendent of School Administration – Jesse L. Starkey Administration Building, 12-month position. Associate's degree preferred and a minimum of five years of experience at the

executive level including office management, finances, budget and event planning required. Apply by Nov. 6.

Coordinator of Evaluation – Jesse L. Starkey Administration Building, 12-month position. Master's degree in the area of educational research and/or equivalent experience in education evaluation and statistics required. Apply by Nov. 9.

Secretary to the Principal – Dr. Samuel A. Mudd Elementary School, 12-month position. Experience with budgets, payroll and Quick-Books and a minimum of two years' experience in bookkeeping or office management preferred. Apply by Nov. 9.

Food Service Worker – Westlake High School, six-hour, 10-month position. Apply by Nov. 10.

Extra pay positions

Thomas Stone High School has the following opening:

- Assistant boys' basketball coach

Contact Brad Criss, athletic director, at 301-753-1756 to apply.

North Point High School has the following openings:

- Assistant softball and tennis coaches
- Head tennis coach

Call Andy Shattuck, athletic director, at 301-753-1759 to apply.

St. Charles High School has the following openings:

- Head boys' lacrosse coach, tennis coach
- Head boys' junior varsity lacrosse coach
- Head junior varsity wrestling coach

Call Jennifer Smith, athletic director, at 301-753-2090 to apply.

Maurice J. McDonough High School has the following openings:

- Assistant boys' basketball coach
- Head indoor track coach
- Head tennis coach

Contact Jason Bursick, athletic director, at 301-753-1755 to apply.