

MINUTES OF THE MARYLAND STATE BOARD OF EDUCATION

Tuesday

April 24, 2018

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

The Maryland State Board of Education met in regular session on Tuesday, April 24, 2018 at 9:00 a.m. at the Nancy S. Grasmick State Education Building. The following members were in attendance: Mr. Andrew R. Smarick, President; Dr. Chester E. Finn, Jr., Vice President; Dr. Michele Jenkins Guyton; Dr. Justin M. Hartings; Ms. Stephanie R. Iszard; Dr. Rose Maria Li; Mr. Michael Phillips; Dr. David Steiner; Dr. Joan Mele-McCarthy, Mr. Kyle J. Smith, student Board member and State Superintendent Dr. Karen B. Salmon.

The following staff members were present: Elizabeth Kameen, Esq., Assistant Attorney General; Dr. Sylvia Lawson, Deputy State Superintendent, Office of School Effectiveness; Kristy Michel, Deputy State Superintendent, Office of Finance and Administration; Dr. Carol Williamson, Deputy State Superintendent, Office of Teaching and Learning; and Dr. Miya T. Simpson, Executive Director, Office of the State Board.

President Smarick called the meeting to order and opened with the Pledge of Allegiance.

President Smarick welcomed members and staff of the Maryland Association of Boards of Education (MABE) and other guests.

President Smarick mentioned that a soft launch of live streaming was taking place, with a test run of the streaming services being monitored by department staff. He explained that access was not yet fully available to the public but would be soon.

Dr. Salmon recognized Dr. Scott Smith, Superintendent of St. Mary's County Public Schools.

President Smarick introduced new State Board member, Dr. Joan Mele-McCarthy.

PUBLIC COMMENT

The following individuals provided public comment:

James Broady – Birth date eligibility and the window from 8/31 (cut-off date) – 9/4 (school start date) and why five year olds that fall between those dates are not allowed to start school.

Josh Mazer – Maryland Department of Health Marketing HPV Vaccine to 11- and 12-year olds in state classrooms with no parental input or knowledge.

Sydney Houston – PARCC

Samurah Sule – PARCC

Roy Wesley – PARCC

Emily Tarsell – Health, Safety, and Ethics

Marquita Broady - Birth date eligibility and the window from 8/31 (cut-off date) – 9/4 (school start date) and why five year olds that fall between those dates are not allowed to start school.

Lynette Munday – Corrupt P.G. County Public Schools Board Chairman and Superintendent

NEW BUSINESS

➤ ***Approval of Consent Agenda:***

President Smarick called for a motion to approve the Consent Agenda, which included the following items:

- Minutes for March 20, 2018
- Personnel Actions
- Budget Adjustments for March, 2018

ACTION: Upon motion by Dr. Finn and seconded by Ms. Iszard, the Board approved the Consent Agenda. (In Favor: 10; opposed: 0; abstained: 0)

➤ ***Teacher Certification Assessments***

(Presenter: Ms. Sarah Stross, Assistant State Superintendent, Division of Educator Effectiveness)

Ms. Spröss presented recommendations and requested approval of the implementation schedule and qualifying scores for the Educational Testing Service (ETS) Praxis subject assessments for Elementary Education: Content Knowledge for Teaching (CKT). Following discussion of the recommended qualifying scores, Board members proposed the following amendments:

Test Code	Test Name	Qualifying	Score Scale	Effective Date
7801	CKT: Full Test	See Below	See Below	7/1/2018
7802	CKT: Reading Language Arts Subtest	161	100-200	7/1/2018
7803	CKT: Mathematics Subtest	150	100-200	7/1/2018
7804	CKT: Science Subtest	154	100-200	7/1/2018

Ms. Spross also requested approval of the qualifying score for the Elementary Education: Content Knowledge for Teaching Social Studies subject assessment for certification as the ETS's recommended qualifying score and to adopt an effective date of 7/1/18.

The department will report back to the State Board in one year with updates to see if new test scores should be adopted. The department will also provide a future update on the teacher data system.

***ACTION:** Upon motion by Dr. Steiner, with a second by Mr. Phillips, the State Board approved 1) the implementation date and proposed modifications to the recommended qualifying scores for the Elementary Education: Content Knowledge for Teaching (CKT) subject assessment for certification and implementation dates; and 2) the qualifying score for the Elementary Education: CKT Social Studies subject assessment for certification as the ETS's recommended qualifying score, and adopted an effective date of July 1, 2018. The approval is for a period of one-year. (In Favor: 10; Opposed: 0; Abstained: 0.)*

➤ **Charter School Grant Update**

(Presenter: Mary Gable, Assistant State Superintendent, Division of Student, Family, and School Support)

Ms. Gable provided an update on the sub grant application for the Maryland Charter Schools Program and presented the departments recommendations to the current application, as follows: 1) the amount of grant funding available for planning will be capped at up to 10% of the total award and 2) charter approval must be secured within 6 months of notice of grant approval.

Dr. Finn suggested the following amendments to the proposed recommendations: 1) the amount of grant funding available for the planning and design period before final approval will be at the discretion of the MSDE and not to exceed 25% of the total grant award; and 2) the charter approval must be secured within 9 months with the ability of MSDE to expand by 3 months under specific circumstances.

***ACTION:** Upon motion by President Smarick, with a second by Dr. Mele-McCarthy, the State Board approved the following changes to the sub grant application: 1) the amount of grant funding available for the planning and design period before final approval of the charter by the local board will be at the discretion of the Maryland State Department of Education for the planning amount, capped at 25% of the total grant award; and 2) the charter approval must be secured within 9 months with the ability of MSDE to expand by 3 months under specific circumstances. (In Favor: 9; Opposed: 0; Abstained: 1 – Dr. Guyton.)*

➤ **Regulatory Actions**

(Presenter: Mary Gable, Assistant State Superintendent, Division of Student, Family, and School Support)

○ **COMAR 13A.03.02.08 Grading and Reporting (Permission to Publish)**

Request for permission to publish amendments to the regulation, which requires each local school system to develop a written policy on grading and reporting and to file its policies annually with the State Superintendent of Schools.

Board members expressed concerns about the lack of consistency in grading policies statewide and suggested using this as an opportunity to develop a framework that would make policies more consistent among LEAs. Board members also suggested adding some type of accountability measure that would provide a timeline for submitting information to the department and determine consequences for submitting incomplete information. Board members requested data on the correlation between course grades and PARCC scores by LEA, information regarding the authority of the State Board to establish reporting requirements, and an explanation of what constitutes passing in each LEA.

ACTION: None. The department will bring this regulation and the requested information back to the State Board.

○ **COMAR 13A.08.01.06 Educational Programs for Pregnant Girls (Permission to Publish - Repeal)**

Granted permission to publish the repeal of Regulation .06 *Educational Programs for Pregnant Girls* under Code of Maryland Regulations (COMAR) 13A.08.01 *General Regulations*. Regulation .06 is out-of-date and the provisions of the regulation are covered in Maryland statute and other COMAR regulations.

ACTION: Upon motion by Dr. Finn and seconded by Steiner, the State Board granted permission to publish the repeal of the regulation. (In favor: 10; Opposed: 0; Abstained: 0)

○ **COMAR 13A.06.03 Interscholastic Athletics in the State (Permission to Publish)**

Granted permission to publish amendments to Regulation .06 *Classification* under COMAR 13A.06.03 *Interscholastic Athletics in the State*. The amendments change how schools are classified for parity and equitable participation in interscholastic athletics.

ACTION: Upon motion by Dr. Guyton and seconded by Ms. Iszard, the State Board granted permission to publish the regulation. (In favor: 10; Opposed: 0; Abstained: 0)

○ **COMAR 13A.02.01.04 Length of School Year (Permission to Publish)**

Granted permission to publish amendments to Regulation .04 *Length of School Year* under COMAR 13A.02.01 *Local Boards of Education*. The amendments enable the

Maryland State Department of Education to monitor local school systems' make-up recovery plans on a timely basis and update the Maryland State Board of Education on the make-recovery plans, if needed.

ACTION: Upon motion by Dr. Hartings and seconded by Ms. Iszard, the State Board granted permission to publish the proposed regulation. (In favor: 10; Opposed: 0; Abstained: 0)

- **COMAR 13A.12.04.03 Superintendents**
(Presenter: Mary Gable, Assistant State Superintendent, Division of Student, Family, and School Support; Sarah Spross, Assistant State Superintendent, Educator Effectiveness)

Ms. Gable and Ms. Spross presented information pertaining to the requirements for Superintendent certification in the state and the recommendations of the workgroup charged with reviewing the regulation to determine if amendments are needed.

Ms. Spross provided historical background regarding the regulation and a brief overview of some of the challenges that have been associated with the current regulation. Ms. Spross presented the proposed amendments to the regulation.

Board members requested clarification of the statutory requirements and expressed concerns regarding the limitations of the regulation and required qualifications in expanding the pool of eligible applicants.

Board members agreed to table the regulation and asked staff to return with information about how other states are handling superintendent certification.

Ms. Spross noted that this regulation is also under the purview of the Professional Standards and Teacher Education Board, who has co-authority in reviewing and approving this regulation.

ACTION: None. The department will bring this regulation and the requested information back to the State Board.

REPORTS TO THE STATE BOARD FOR DISCUSSION AND/OR ACTION

➤ ***ESSA Implementation and Update***

(Presenters: Mary Gable, Assistant State Superintendent, Division of Student, Family, and School Support; Dr. Dara Shaw, Executive Director, Office of Research and Strategic Data Use; Dr. Marcia Sprankle, Director, Title I and School Improvement)

Staff provided an update on the implementation of Maryland's Draft ESSA Consolidated State Plan, focused on a description and criteria for the seven percent set-aside available in Title I, Part A under ESSA provisions and how the MSDE proposes to use the set-aside for FY 19. Discussion was also focused on the three indicators in the new accountability system - Academic Achievement, English Language Proficiency, and School Quality/Student

Success (SQ/SS) - and the school climate survey and chronic absenteeism that are part of the SQ/SS indicator.

The State Board considered the department's proposed options and recommendation for the assignment of points to the chronic absenteeism measure. Three options were presented:

- 1) Use even increments to assign points for rates between 60 and 96 percent. Each accountability step represents an interval of 2.67 percentage points in the chronic absenteeism rate.
- 2) Use smaller intervals close to 96% by setting a third cut point (ex: at 80%), then allocating the range above the cut a greater fraction of the available points (ex: two-thirds of the available points are allocated to the range above the cut). Below the cut, each "accountability point step" represents an interval of 4.4 percentage points. Above the cut, each "step" represents an interval of 1.8 percentage points.
- 3) Use smaller intervals close to 60% by setting a third cut point (ex. 80%) then allocating the range below the cut a greater fraction of the available points (ex: two-thirds of the available points are allocated to the range below the cut). Below the cut, each "accountability point step" represents an interval of 2.2 percentage points. Above the cut, each "step" represents an interval of 3.6 percentage points.

The department recommended Option 1, which assigns points at regular intervals.

***ACTION:** Upon motion by Dr. Guyton and seconded by Dr. Steiner, the State Board approved the department's recommendation of Option 1. (In favor: 10; Opposed: 0; Abstained: 0)*

- **Recognition of the 2018 Milken National Educator:**
(Presenters: Dr. Karen B. Salmon, State Superintendent; Dr. Darla Strouse, Director of Partnerships)

Recognition of Ms. Allison Felton, a mathematics teacher at Annapolis High School in Anne Arundel County, as the 2018 Milken National Educator.

***ACTION:** None. For information and discussion only.*

ADJOURN TO EXECUTIVE SESSION

EXECUTIVE SESSION

Pursuant to § 3-305(b)(1)&(7) of the General Provisions Article, Annotated Code of Maryland, and upon motion of Dr. Finn, seconded by Ms. Iszard and with unanimous agreement, the Maryland State Board of Education met in closed session on Tuesday, April 24, 2018 in Conference Room #1, 8th Floor, at the Nancy S. Grasmick Building. All board members were present. In attendance were Dr. Karen Salmon, State Superintendent of Schools, Dr. Sylvia Lawson, Chief Performance Officer, Dr. Carol Williamson, Chief Academic Officer, Kristy Michel, Chief Operating Officer, Dr. Miya Simpson, Executive Director, Office of the State

Board and Assistant Attorneys General, Elizabeth Kameen, Elliott Schoen, and Derek Simmons. The Executive Session commenced at 1:20 p.m.

At that time, the State Board approved two Opinions for publication.

- *Wallace and Marlene D. v. Anne Arundel County Board of Education* – out-of-area transfer – Opin. No. 18-14
- *Mercy I. v. Howard County Board of Education* – residency – Opin. No. 18-15

The Board received legal advice on the new law and proposed regulations affecting the school calendar.

Dr. Salmon provided administrative updates on the development of the climate survey; the state of the Education Information System; the lay of the land in Baltimore County and Prince George's County School Systems; and the Baltimore City Transportation audit letter to the CEO from the State Superintendent.

Dr. Simpson requested nominations from the Board for appointments to the Maryland Public Broadcasting Commission.

The Executive Session ended at 2:10 p.m. whereupon the Board conducted the Superintendent's evaluation concluding at 3:50 p.m.

NEW BUSINESS

➤ ***School Calendar Waiver/Modification Requests*** (Presenter: Dr. Karen B. Salmon, State Superintendent)

- Requests from Kent County and St. Mary's County Public Schools for a one-day waiver of the 180-day instructional requirement for the 2017-2018 school year.

ACTION: Upon motion by Dr. Guyton and seconded by Ms. Iszard, the State Board approved the requests from Kent County and St. Mary's County Public Schools for a one-day waiver of the 180-day instructional requirement for the 2017-2018 school year. (In favor: 10; Opposed: 0; Abstained: 0)

- Request from Baltimore County Public Schools to waive eight hours of the high school instructional requirement for the 2017-2018 school year.

ACTION: Upon motion by Dr. Guyton and seconded by Mr. Phillips, the State Board approved the request from Baltimore County Public Schools to waive eight hours of the 1,170-hour high school instructional requirement for the 2017-2018 school year, on the condition high school hours are increased in the 2018-2019 school calendar as well as in subsequent years. (In favor: 8; Opposed: 1 - Hartings; Abstained: 1 - Steiner)

- Requests from Caroline County, Howard County, and Somerset County Public Schools to waive two days of the 180-day instructional day requirement for the 2017-2018 school year.

ACTION: Upon motion by Dr. Finn and seconded by Ms. Iszard, the State Board denied requests from Caroline County, Howard County, and Somerset County Public Schools for a two-day waiver of the 180-day instructional day requirement for the 2017-2018 school year. (In favor: 6; Opposed: 4 – Guyton, Li, Mele-McCarthy, Smith; Abstained: 0)

- Request from Cecil County Public Schools to waive one day of the 180-day instructional requirement for the 2017-2018 school year.

ACTION: Upon motion by Dr. Guyton and seconded by Dr. Finn, the State Board denied the request from Cecil County Public Schools to waive one day of the 180-day instructional requirement for the 2017-2018 school year (In favor: 10; Opposed: 0; Abstained: 0)

- Request from Queen Anne’s County Public Schools to waive two days of the 180-day instructional requirement for the 2017-2018 school year.

ACTION: Upon motion by Dr. Finn and seconded by Dr. Steiner, the State Board denied the request from Queen Anne’s Public Schools for a two-day waiver of the 180-day instructional day requirement for the 2017-2018 school year. (In favor: 6; Opposed: 4 – Guyton, Li, Mele-McCarthy, Smith; Abstained: 0)

STATE SUPERINTENDENT’S REPORT

➤ School Safety Update

(Dr. Karen B. Salmon, State Superintendent; Ed Clarke, Executive Director, Maryland Center for School Safety)

Mr. Clark provided an update on the work of the Maryland Center for School Safety and shared information about recent trainings and the School Safety Summit held on April 19th (postponed from an earlier date). Mr. Clark, along with Dr. Scott Smith, Superintendent of St. Mary’s County Public Schools, also provided a brief update on the recent tragedy at Great Mills High School and discussed school safety and the *Maryland Safe to Learn Act of 2018*, passed during the recent legislative session.

ACTION: None. For information and discussion only.

ADJOURNMENT

With no further business before the Board, the meeting was adjourned at 4:30 p.m.

Karen B. Salmon, Ph.D.
Secretary/Treasurer

Date: May 22, 2018

The information included here provides a summary of the agenda items presented and actions taken during the meeting of the Maryland State Board of Education. The audio recordings of the meetings are the official record of the meetings and can be located at: <http://www.marylandpublicschools.org/stateboard/Pages/Meetings-2017.aspx>

MARYLAND STATE BOARD OF EDUCATION
PRESIDING OFFICER'S WRITTEN STATEMENT FOR CLOSING A MEETING ("CLOSING STATEMENT") UNDER OPEN MEETINGS ACT (General Provisions Article § 3-305)

1. Recorded vote to close the meeting.

Date: April 24, 2018

Time: 1:20 p.m.

Location: 200 West Baltimore Street, Baltimore, MD 21201

Motion to close meeting made by: Dr. Finn

Seconded by: Ms. Iszard

Members in favor: 10

Opposed: 0

Abstaining: 0

Absent: 0

2. The meeting was closed under authority of Section 3-305(b) of the General Provisions Article of the Annotated Code of Maryland (check all provisions that apply). This meeting will be closed under General Provision Art. § 3-305(b) only.

- 1. To discuss: (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or (ii) any other personnel matter that affects one or more specific individuals.
- 2. To protect the privacy or reputation of individuals concerning a matter 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.

3. For each provision checked above, disclosure of the topic to be discussed and the public body's reason for discussing that topic in closed session.

Citation (insert #
from above)

Topic

Reason for closed-session discussion to topic

§ 3-305(b) (7)

Legal Advice

Legal appeals and school calendar law



4. This statement is made by _____, Presiding Officer.

**MARYLAND STATE DEPARTMENT OF EDUCATION
PERSONNEL APPROVALS FOR THE April 24, 2018 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>
Abend, Molly B.	Education Program Specialist I, High School Accountability Specialist	21	Office of the Deputy for Teaching and Learning, Division of Curriculum, Research, Assessment and Accountability	TBD
Belfortj, Maria Norly	Fiscal Services Administrator V, Chief of Accounting	22	Office of the Deputy for Finance and Administration, Office of Fiscal Planning, Research, and Evaluation	TBD
Cabrera, Sara	Administrative Program Manager II, Director, Office of Equity Assurance and Compliance	20	Office of the Deputy for Finance and Administration, Office of Equity Assurance and Compliance	TBD
McConnell, Kathi J.	Education Program Specialist I, Medicaid Monitoring Specialist	21	Office of the Deputy for Teaching and Learning, Division of Special Education Early Intervention Services	TBD
Pagano, Laurie H.	Education Program Specialist I, Technology Accessibility Specialist	21	Office of the Deputy for Teaching and Learning, Division of Curriculum, Research, Assessment and Accountability	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>
--------------------	------------------------	--------------------------------	-------------------------------	---------------------------------------

III. Other Actions: Promotional

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
Mukherjee, Mary Elizabeth M.	Child Care Licensing Regional Manager	19	Office of the Deputy for Teaching and Learning, Division of Early Childhood Development	



Karen B. Salmon, Ph.D.
State Superintendent of Schools

April 24, 2018

BOARD LIST

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

Name: Molly B. Abend
Position: Education Program Specialist I
High School Accountability Specialist
Division: Curriculum, Research, Assessment and Accountability
Salary Grade: State Salary Grade: 21
Annual Salary Range: \$60,543 - \$97,203
Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

Possession of a Master's Degree or equivalent 36 credit hours of post-baccalaureate course work from an accredited college or university.

EXPERIENCE:

Four (4) years of experience with education data; this experience to include coordinating or administering data analysis or a research program in an education related area. Experience in statistical analysis, applications development and research, or data management preferred; SAS (Statistical Analysis Software) experience desired.

DESCRIPTION:

This is a professional position responsible for supporting the Accountability Office within the Division of Curriculum, Research, Assessment, and Accountability and responsible for collecting, analyzing, and reporting on student level information that includes student demographics, Maryland High School Assessment status and results, College and Career Readiness indicators, and accountability related details.

QUALIFICATIONS:

Education:

University of Baltimore (Baltimore, Maryland) 2014 – Master’s Degree in Public Administration.

Goucher College (Baltimore, Maryland) 2007 – Bachelor’s Degree in Psychology and Education Minor.

Experience:

Baltimore City Department of Social Services (Baltimore, Maryland)

2016 - Present: Senior Program Analyst

Mayor’s Office of CitiStat (Baltimore, Maryland)

2015 – 2016: CitiStat Analyst

Office of Achievement and Accountability (Baltimore, Maryland)

2013 – 2015: Analyst – Effectiveness Framework

Education, Human Development and the Workforce, American Institutes for Research (Washington, D.C.)

2011 – 2013: Research Associate

2009 – 2011: Research Assistant

NAEP Education Statistics Services Institute (Washington, D.C.)

2008 – 2009: Research Assistant

EMPLOYMENT STATUS:

New Hire



Karen B. Salmon, Ph.D.
State Superintendent of Schools

April 24, 2018

BOARD LIST

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

Name: Maria Norly Belforti
Position: Fiscal Services Administrator V,
Chief of Accounting
Division: Division of Business Services
Salary Grade: State Salary Grade: 22
Annual Salary Range: \$64,608 - \$103,743
Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

Bachelor's Degree or 36 post-baccalaureate credit hours of coursework from an accredited college or university in Accounting.

EXPERIENCE:

Five years of professional experience with managing, designing, and developing financial control systems for multiple programs. Two (2) years of the required experience must include direct supervision of other professional employees.

NOTES

Two (2) additional years of experience as defined above may be substituted for the required education.

DESCRIPTION:

This is a professional position responsible for planning, directing, and controlling activities of the Accounting Branch, which consists of 29 accounting staff members to ensure that financial transactions are verified, recorded and reported to management in accordance with Generally Accepted Accounting Principles and in compliance with State and federal regulations and practices.

QUALIFICATIONS:

Education:

Universidad Santiago De Cali (Colombia, OC) 1980 – Bachelor’s Degree in Accounting,
Certified Public Accountant.

Experience:

Maryland Department of Transportation – State Highway Administration (Baltimore,
Maryland)

2008 – Present: Assistant Chief Accounting Operations Division

2006 - 2008: Internal Auditor Lead – Office of the Secretary

2013: Deputy Chief Financial Officer – Mass Transit Administration

Clinical Radiologist Medical Imaging (Silver Spring, Maryland)

2005 – 2006: Independent Consultant – Controller

Eaton Corporation – Power Quality Systems Division (Raleigh, North Carolina)

2004 – 2005: Financial Analyst

ICT Group Inc. (Newtown, Pennsylvania)

2000 – 2003: General Accountant

Webcraft Inc. (New Brunswick, New Jersey)

1998 – 2000: Staff Cost Accountant

Camposanto Metropolitano –Arquidiocesis de Cali (Colombia, South America)

1990 -1995: Director of Finance and Administration

INESCO LTD (Colombia, South America)

1985 – 1990: Senior Internal Auditor

EMPLOYMENT STATUS:

New Hire



Karen B. Salmon, Ph.D.
State Superintendent of Schools

April 24, 2018

BOARD LIST

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

Name: Sara Cabrera
Position: Program Manager II
Director, Office of Equity Assurance & Compliance Administrative
Division: Office of the Deputy for Finance and Administration
Salary Grade: State Salary Grade: 20
Annual Salary Range: \$56,743 - \$91,107
Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

Bachelor's Degree in from an accredited college or university.

EXPERIENCE:

Five years of fully encompassing professional level work experience implementing an equal opportunity in employment or equal access program and ensuring adherence to regulatory requirements and fair practice standards. Proficiency with MS Office Suite (Excel, PowerPoint, Word and Access). Prior supervisory experience preferred.

DESCRIPTION:

This position serves as the principal Equal Employment Opportunity (EEO) Officer for MSDE, and the employee is charged with monitoring compliance with State and Federal equal opportunity laws and policies and promoting a work environment free of any unlawful discrimination, harassment and retaliation.

QUALIFICATIONS:

Education:

University of Baltimore (Baltimore, Maryland) – Master’s Degree in Public Administration (to be confirmed May 2018).

John Jay College of Criminal Justice (New York, New York) 1997 – Bachelor’s Degree in Government.

Experience:

Maryland Transportation Authority (Baltimore, Maryland)

2013 – Present: Chief, Equal Employment Opportunity and Fair Practice

MDOT – State Highway Administration (Hanover, Maryland)

2012 – 2013: District Equal Employment Opportunity Officer, Lead/Advanced
Fairfax County, Office of Human Rights and Equity Programs (Fairfax, Virginia)

2006 – 2012: Human Rights Specialist

EMPLOYMENT STATUS:

New



Karen B. Salmon, Ph.D.
State Superintendent of Schools

April 24, 2018

BOARD LIST

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

Name: Kathi J. McConnell
Position: Education Program Specialist I,
Medicaid Monitoring Specialist
Division: Special Education/Early Intervention Services
Salary Grade: State Salary Grade: 21
Annual Salary Range: \$60,543 - \$97,207
Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Master's Degree or equivalent 36 post baccalaureate credit hours in Education, Public Health, Social Work, Psychology, or a related field.

EXPERIENCE:

Four (4) years of professional experience in training or technical assistance that must include administrative and/or supervisory experience, or administration of a public health or special education program or a program serving individuals with disabilities; experience with Medicaid services for children and school-based health services is desirable.

DESCRIPTION:

This position is responsible for the coordination of programmatic and fiscal review of the Medicaid reimbursement process for Local School Systems, Local Infant & Toddlers Programs, and nonpublic schools. The position ensures compliance with MD Department of Health, Centers for Medicare and Medicaid Services, School-based Early & Periodic Screening, Diagnostic and Treatment regulations, Medicaid related special education policies/procedures, and Memorandum of Understanding agreements with MSDE. This position supports the Provider Interagency Medicaid Monitoring process of providers for Maryland's 1915© Home and Community Based Autism Waiver.

QUALIFICATIONS:

Education:

Stevenson University (Owings Mills, Maryland) 2012 – Master’s Degree in Forensic Studies;
2009 - Bachelor’s Degree in Paralegal Studies.

University of Maryland University College (Largo, Maryland) 2017 – Bachelor’s Degree in
Accounting.

University of Washington (Seattle, Washington) 1999 – Master’s Degree in Special Education.

Experience:

Carroll County Public Schools –Office of Special Education (Westminster, Maryland)

2000 – Present: Medicaid Reimbursement Technician

Irish Charities of Maryland (Cockeysville, Maryland)

2016 – Present: Volunteer – Assistant Treasurer

EMPLOYMENT STATUS:

New Hire



Karen B. Salmon, Ph.D.
State Superintendent of Schools

April 24, 2018

BOARD LIST

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

Name: Laurie H. Pagano
Position: Education Program Specialist I,
Technology Accessibility Specialist
Division: Curriculum, Research, Assessment, and Accountability
Salary Grade: State Salary Grade: 21
Salary Range: Annual Salary Range: \$60,543 - \$97,203
Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

Master's Degree or equivalent 36 credit hours of post baccalaureate course work in Special Education, Instructional Technology, Assistive Technology, Web-based Design or a related field.

EXPERIENCE:

Four (4) years of professional work experience with assistive technology, digital learning, and accessibility compliance.

NOTES:

1. Two years of additional experience as defined above may be substituted for the Master's Degree.
2. Possession of a Doctorate in a field related to the position may be substituted for one year of the experience requirements.

DESCRIPTION:

This is a professional position responsible for ensuring that all digital products generated by the Maryland State Department of Education (MSDE) are accessible to individuals with disabilities.

QUALIFICATIONS:

Education:

University of Baltimore (Baltimore, Maryland) 2016 – Master’s Degree in Publications Design;
2011 – Bachelor’s Degree in English.

Experience:

Connections Education (Baltimore, Maryland)

- 2017 – Present: Lead Accessibility Specialist
- 2014 - 2017: Accessibility Specialist/Associate
- 2013 –2014: Curriculum Project Assistant

Laureate Education Inc. (Baltimore, Maryland)

- 2012 – 2013: Copy Editor

EMPLOYMENT STATUS:

New Hire



Karen B. Salmon, Ph.D.
State Superintendent of Schools

April 24, 2018

BOARD LIST

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

Name: Mary Elizabeth M. Mukherjee
Position: Child Care Licensing Regional Manager,
Region VI and XIII, Howard and Carroll Counties
Division: Early Childhood Development
Salary Grade: State Salary Grade: 19
Annual Salary Range: \$53,193 - \$85,401
Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

Possession of a Bachelor's Degree in child development, education, social work or psychology from an accredited college or university.

EXPERIENCE:

Five years of experience inspecting, licensing and monitoring child care centers, family day care homes and non-public nursery schools.

DESCRIPTION:

This is a professional position responsible for managing the regional Child Care office and all regulatory activity involved in the licensure of child care centers, the registration of family child care homes, the issuance of letters of compliance to certain religious child care programs, and the approval of nonpublic nursery schools in Howard and Carroll Counties. This position also recommends enforcement actions as needed to ensure Licensee compliance with regulatory standards and, in general, supports OCC's goal of protecting children in out of home care. This position may represent the Office of Child Care in regional and/or State public relation activities as needed.

QUALIFICATIONS:

Education:

University of Maryland College Park (College Park, Maryland) 1997 – Master’s Degree in Early Childhood Education - Curriculum and Instruction; 1991- Bachelor’s Degree in History.

Experience:

Maryland State Department of Education, Office of Child Care Region Five (Rockville, Maryland)

2013 – Present: Licensing Supervisor
2008 – 2013: Child Care Licensing Lead
2006 – 2008: Licensing Specialist

Self Employed (Woodside, California)

2002: Family Child Care Provider

State of California Department of Social Services (San Bruno, California)

1998 – 2000: Licensing Program Analyst

EMPLOYMENT STATUS:

Promotional

**MARYLAND STATE DEPARTMENT OF EDUCATION
PERSONNEL APPROVALS FOR THE April 24, 2018 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>
Carpenter, Valerie J.	Program Manager III, Nonpublic Schools Program Manager	21	Office of the Deputy for Finance and Administration, Division of Business Services	TBD
Philip, Sheila F.	Education Program Supervisor, Office of Field Services, Technical Assistance	22	Office of the Deputy for Teaching and Learning, Division of Special Education/Early Intervention Services	TBD
Serra, Derick W.	Program Manager II, Office of Field Services, Technical Assistance	20	Office of the Deputy for Finance and Administration, Division of Rehabilitation Services Workforce and Technology Center	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>
-------------	-----------------	---------------------	------------------------	----------------------------

Addendum

III. Other Actions: Promotional

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
-------------	-----------------	-------------------------	------------------------	--------------------------------



Karen B. Salmon, Ph.D.
State Superintendent of Schools

April 24, 2018

BOARD LIST

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

Name: Valerie J. Carpenter
Position: Program Manager III,
Nonpublic Schools Program Manager
Division: Business Services
Salary Grade: State Salary Grade: 21
Annual Salary Range: \$60,543 - \$97,203
Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Bachelor's Degree from an accredited college or university in Program Administration, Business Administration, or a related area. Master's Degree is a plus.

EXPERIENCE:

Five years of professional experience with administering programs, three of which must include experience managing and using technology systems for administering programs. Management and /or supervisory experience desired.

NOTES:

Two (2) additional years of experience as defined above may be substituted for the required education.

DESCRIPTION:

This is a professional position serving as Program Manager for the Broadening Options and Opportunities Today (BOOST) Scholarship Program and the Textbook and Technology Program. BOOST provides State-funded scholarships to students who qualify for free or reduced-price meals to attend nonpublic schools. The Textbook Program provides instructional textbooks and technology for loan to nonpublic schools.

QUALIFICATIONS:

Education:

University of Baltimore (Baltimore, Maryland) 2012 – Master’s Degree in Public Administration.

University of Central Florida (Orlando, Florida) 1984 – Bachelor’s Degree in Allied Legal Services.

Brevard Community College (Cocoa, Florida) 1982 – Associate’s Degree in Liberal Arts

1981 – Associate’s Degree in Technical Writing

Experience:

Maryland Department of Housing & Community Development (Baltimore, Maryland)

2005 – Present: Assistant Director Grants Administration and Management

2004 – 2005: Project Manager –State Funded Community Legacy

Association of Baltimore Area Grantmakers (Baltimore, Maryland)

2003 – 2004: Program Manager – Member Education Programs

Mayor Martin O’Malley Office of Neighborhoods (Baltimore, Maryland)

2001 – 2003: Neighborhood Liaison

Greater Homewood Community Development Corporation (Baltimore, Maryland)

1999 – 2001: Director Comprehensive Community Building

Maryland Office of Planning (Baltimore, Maryland)

1998 – 1999: Planner

Community Law Center (Baltimore, Maryland)

1995 – 1998: Paralegal

Office District Court Commissioners Baltimore City (Baltimore, Maryland)

1991 – 1993: District Court Commissioner

Office of State’s Attorney Baltimore City (Baltimore, Maryland)

1989 – 1991: Paralegal

House of Ruth (Baltimore, Maryland)

1988 – 1989: Paralegal

State of Florida State Attorney (Titusville, Florida)

1985 – 1988: Paralegal

EMPLOYMENT STATUS:

New Hire



Karen B. Salmon, Ph.D.
State Superintendent of Schools

April 24, 2018

BOARD LIST

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

Name: Sheila F. Philip
Position: Education Program Supervisor,
Nonpublic Special Education Program Supervisor
Division: Division of Special Education/Early Intervention Services
Salary Grade: State Salary Grade: 22
Annual Salary Range: \$64,608 – \$103,743
Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Master's Degree or equivalent 36 credit hours of post-baccalaureate course work in Education, Special Education, Education Policy or a closely related field.

EXPERIENCE:

Five (5) years of administrative or affiliated experience working with, special education programs or service delivery. Professional experience interpreting, implementing and communicating education policies and procedures and supervision of professional staff are desirable.

NOTES:

Two additional years of extensive experience directly related to the position may be substituted for a Master's Degree

DESCRIPTION:

This is a supervisory position responsible for providing oversight and supervision to the Nonpublic Tuition Assistance Program's collaborative efforts with State agencies, local interagency committees and local school systems (LSS).

QUALIFICATIONS:

Education:

University of Baltimore, School of Law (Baltimore, Maryland) 1994 – J.D. Law Degree; 1989 – Bachelor’s Degree in Business Administration.

Anne Arundel Community College (Arnold, Maryland) 1987 – Associate Arts Degree in General Studies.

Towson University (Towson, Maryland) 30 credits toward Bachelor’s Degree in Education.

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2015 – Present: Education Program Manager I, Section Chief of Interagency Initiatives

Stratigix Consulting (Columbia, Maryland)

2015: Consultant, Nonprofit and Government

Choices (D/B/A Maryland Choices) (Indianapolis, IN)

2014: Deputy Director, Maryland and District of Columbia

2013 – 2014: Executive Director

2013: Interim Director

2010 – 2013: Provider Relations Director

2008 – 2010: Deputy Site Director

Local Management Board of St. Mary’s County (Leonardtown, Maryland)

2008: Acting Executive Director, System of Care Director

2007 – 2008: System of Care Director

2004 – 2007: Contracts Specialist

Calvert County Family Network (Prince Frederick, Maryland)

2002: Adolescent Services Coordinator

Calvert County Government (Prince Frederick, Maryland)

2000 – 2002: Juvenile Delinquency Prevention Coordinator

Walden/Sierra, Inc. (Leonardtown, Maryland)

2000 – 2005: Families First Facilitator

1999 – 2006: Crisis Services Supervisor

1997 – 1999: Diversion Treatment Specialist

1997: Victim Advocate

EMPLOYMENT STATUS:

Promotional



Karen B. Salmon, Ph.D.
State Superintendent of Schools

April 24, 2018

BOARD LIST

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

Name: Derick W. Serra
Position: Program Manager II,
Office of Field Services, Technical Assistance
Division: Rehabilitation Services Workforce and Technology Center
Salary Grade: State Salary Grade: 20
Annual Salary Range: \$56,743 - \$91,107
Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

Bachelor's Degree from an accredited college or university; course work in Management, Supervision or Administration is desirable. A Master's Degree is preferred.

EXPERIENCE:

Six (6) years of professional experience in rehabilitation or in the adjudication or processing of disability claims. Three (3) years of the required experience must have included direct supervision of other professional employees or specialized experience as the technical lead providing rehabilitation services for clients with disabilities or in developing disability claims and establishing eligibility for SSDI and SSI.

DESCRIPTION:

This is a professional position responsible for providing leadership, direction, and coordination of the activities of the Division of Rehabilitation Services (DORS) Technical Assistance Branch within the Office of Field Services (OFS). This position provides professional, technical and expert support to DORS staff in order to promote, develop, and initiate quality services and programs as related to the Workforce Innovation and Opportunity Act (WIOA).

QUALIFICATIONS:

Education:

Towson University (Towson, Maryland) 1998 – Master’s Degree in Clinical Psychology.

Washington College (Chestertown, Maryland) 1989 – Bachelor’s Degree in Psychology.

Experience:

Maryland DORS: Office of Administration and Financial Services (Baltimore, Maryland)

2012 – 2017: Staff Specialist III – Vocational Rehabilitation

1997 – 2012: Vocational Rehabilitation Technical Specialist, Office for Blindness and Vision Services

1992 – 1997: Vocational Rehabilitation Specialist, Disability Determination Services

Villa Maria Behavioral Health Clinic – Community Mental Health Center (Abingdon, Maryland)

2000 – 2004: Child and Family Therapist, Lead Therapist

EMPLOYMENT STATUS:

Promotional