



School News

Important Dates Coming Soon

Interim reports

Interim reports will be issued to students on Monday, Dec. 10. A complete listing of interim and report card dates is printed on page 8 of the 2012-13 *Parent Handbook/Calendar*.

Winter break schedule

Charles County Public Schools is closing for winter break on Dec. 24, 2012, through Jan. 1, 2013. All schools, buildings and administrative offices will be closed during winter break and reopen on Wednesday, Jan. 2, 2013.

Two-hour early dismissal

The next two-hour early dismissal day for students is Friday, Dec. 21.

CCPS local conference

Student chapters of the Future Educators Association (FEA) will participate in the fifth annual Charles County Public Schools local FEA conference on Friday, Dec. 14, at the College of Southern Maryland's La Plata campus.

Airing this week...

Airing this week on Comcast Channel 96 and Verizon FiOS Channel 12 is a new episode of Newsbreak 96, a biweekly show produced by the communications department. This episode features highlights from the Board of Education's November board meeting, updates on the construction of St. Charles High School and comments from several students and staff members about the upcoming holiday season. Access the episode by visiting the home page of the school system website, www.ccboe.com, and clicking on the NewsBreak 96 photo featured on the right-hand side of the home page. Shows are also archived on the Video on Demand section here: <http://www2.ccboe.com/publicinfo/channel96/vod/>.



Madrigal Lords and Ladies bring holidays wishes

The Maurice J. McDonough High School Madrigal Lords and Ladies entertained employees and visitors at the Jesse L. Starkey Administration Building on Dec. 5 in between performances at community events. The Lords and Ladies are making their rounds this holiday season, and the group has been invited to perform at Gov. Martin O'Malley's traditional holiday open house at 1 p.m., Dec. 8, at the Government House. Pictured, back row from left, are Madrigals Chris Hoepfl, Trevor Wash, Jacob Zeitler and Lucas Salada, and front row from left, Madrigals Heather Bortner, Brittnee Ross and Jenette Phillips.

It's beginning to look a lot like a high school

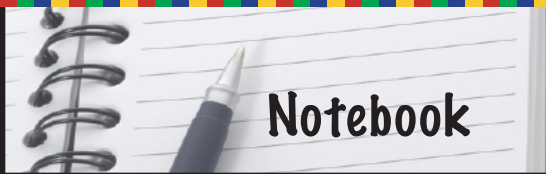
Four-story steel beams, concrete and asphalt dot a 99-acre site in St. Charles and show construction progress on Charles County Public Schools seventh high school. Work on St. Charles High School is about 20 percent complete, and project manager Steve Hagis says the builders are ahead of schedule.

The four-story classroom area is taking shape, and the erection of the structural steel for the educational wing continues. The first-floor concrete slab in the four-story section is complete, and concrete slab work continues in the one-story section of the building. For example, the concrete on the gym floor is in place, and a dirt ring outlines where the

See St. Charles High School, page 3



Pictured above is the structural steel frame of the four-story classroom area of St. Charles High School. Construction of Charles County's seventh high school is proceeding as scheduled.



On the cover

Pictured on the cover are employees honored by the Board of Education at their November meeting. Pictured, from left, are Mary Bailey, Reading Recovery teacher, Dr. Thomas L. Higdon Elementary School; Kevin Wassie, language arts teacher, Benjamin Stoddert Middle School; and Michele Brucculeiri, first-grade teacher, Malcolm Elementary School.

Thoman selected for training

Jane Thoman, a content specialist for elementary mathematics, was recently selected by Laying the Foundation (LTF) to participate in developing materials and training tools to raise rigor in the classroom. Laying the Foundation provides middle and high school math, science, and English teachers with strategies and resources necessary to present students with critical thinking skills demanded by Advanced Placement (AP) level coursework. She was selected from more than 316 professionals and will more specifically assist with the development of third- and fifth-grade resources. Over the next several months, Thoman will travel to Dallas, Texas for one weekend a month to participate. The organization also asked her to serve as a national trainer.

With the onset of Common Core State Standards, LTF has accepted the challenge to extend professional development strategies and resources to elementary school teachers. For more information on LTF, visit <http://nationalmathand-science.org/resources/nmsi-publications>.

Seeking outstanding teachers

Charles County Public Schools (CCPS) is accepting nominations for the *Washington Post's* 2013 Agnes Meyer Outstanding Teacher Award. The annual award honors exemplary teachers who demonstrate excellence in teaching and outstanding leadership, encourage creative and quality instruction, and contribute in a substantive way to the improvement of education. Nomination packets are due Friday, Jan. 11. Materials should be sent to Jeanette Sudik, Division of Human Resources, Charles County Public Schools, Jesse L. Starkey Administration Building, P.O. Box 2770, La Plata, Md., 20646. Nominations must include the cover page, as well as all required materials listed on the cover page, which is linked to the CCPS website at <http://www2.ccboe.com/PDF/recognition/agnesmeyer.pdf>.

In Memoriam Marilyn Single

Marilyn "Mari" Single, an instrumental music teacher for Charles County Public Schools, passed away on Nov. 20, 2012.

Ms. Single began her career with Charles County Public Schools as an itinerant instrumental music teacher at Mary H. Matula Elementary School, and worked with elementary school students for more than 11 years. She was one of the first teachers hired for the implementation of the strings program.

In addition to working at Matula during her career, Ms. Single served as an orchestra teacher at several elementary schools including Mary B. Neal, C. Paul Barnhart, Dr. Gustavus Brown, Daniel of St. Thomas Jenifer, Arthur Middleton and

Eva Turner elementary schools.

Before joining Charles County Public Schools, Ms. Single worked as a strings teacher at several schools in Prince George's County and taught introductory music courses at the Community College of Allegheny County. Ms. Single earned her master's degree in music theory from Duquesne University, and her bachelor's degree in music performance from the University of Illinois.



Marilyn Single

Ms. Single lived in La Plata and is survived by her three daughters: Rachel, Elizabeth and Tabitha. A service was held Nov. 23 in Maryland and on Nov. 25 in Pennsylvania. Her funeral was held Nov. 24 in Windber, Pa. Burial was private.

Communications staff earn top awards

Charles County Public Schools communications staff recently received three awards through the Chesapeake Chapter of the National School Public Relations Association's (CHESPPRA) 2012 Communications Contest. Awards received include the Award of Excellence in the newsletter category for *School News*, the school system's semimonthly staff newsletter. The Award of Excellence is the highest award a contest entry can receive.

Additionally, the 2011-12 *Charles County Public Schools Parent Handbook/Calendar* received an Award of Merit, the second highest award available in the contest. A special events video highlighting the Every 15 Minutes program also received an Honorable Mention award.

The awards ceremony is held at the fall CHESPPRA conference every year to showcase work from school systems in Maryland, Virginia, West Virginia and the District of Columbia. This year the conference was held in Alexandria, Va., in Octo-

ber. The school system's communications department produced all contest entries during the 2011-12 school year.

The contest was split into three separate divisions, based on the enrollment numbers of the participating school districts. Charles County Public Schools entries were judged in the largest division, which included districts with enrollments of more than 25,000 students.

The communications department consists of Katie O'Malley-Simpson, Director of Communications; Shelley Mackey, Communications Specialist; Kyle Graves, Video Production Technician; Kara Gross, Communications Multimedia Assistant; and Julia Tate, Web Specialist.

The communications department maintains a web page on the Charles County Public Schools website and posts publications produced throughout the school year. Visit <http://www2.ccboe.com/publicinfo.cfm> to view system publications.

Ethics regulations apply to all Charles County Public Schools employees

Charles County Public Schools employees have a standard of ethics that includes 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 regulations outline conflicts of interest concerning business entities in which an employee has any interests. The regulations do 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 individual gifts up to \$20, but a series of gifts may be accepted up to \$100 in value on a yearly basis.

The ethics regulations also state 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 regulations 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 William F. Olmstead, Jessie Morris, Anthony Rainey, Ray Johnson and Lorence Kessler. Olmstead, a local attorney, is 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 staff services page of the school system website at <http://www2.ccboe.com/staffservices>.

Did you know?

- Employees can only accept individual gifts up to \$20, but no more than \$100 from a series of gifts.
- Employees should not be involved in any school system transactions with businesses in which they or a family member has a financial interest.
- Employees cannot release information obtained from their position to outside agencies for their own economic benefit.

St. Charles High School

continued from page 1

county's digital classroom will be.

Scheduled to open in August 2014 as a partial high school with grades 9, 10 and 11, St. Charles High School will be a 269,000-square foot vertical school that features four floors and 72 teaching stations. Special features at the school include a digital classroom, Science on a Sphere and Telepresence technology.

Construction began in the fall, and athletic features include a football stadium with an eight-lane track; bleacher seating for 1,500 home/500 visitors; 14 fields including football, baseball, softball, soccer, field hockey and lacrosse, and eight tennis courts.

Charles Wineland, assistant superintendent for supporting services, told parents this week that St. Charles High School features green technology that qualifies it for Leadership in Energy and Environmental Design (LEED) silver designation. There will be a partially green roof with living vegetation, geothermal heating and cooling, day lighting, Energy Star-rated equipment and a number of other en-

vironmental and energy saving features.

A high school redistricting committee is meeting to develop alternatives for the Board of Education to consider while creating an attendance zone for St. Charles and alleviating overcrowding at other schools. The Board is expected to make a decision on redistricting in June, a little more than a year before St. Charles opens.



Pictured is the outer ring of the digital classroom planned for St. Charles High School. School construction will be complete in the spring of 2014.

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
Maura H. Cook, Vice Chairman
Jennifer S. Abell
Patricia Bowie
Michael K. Lukas
Pamela A. Pedersen
Donald M. Wade
Azeezat Adeleke, Student Member

Superintendent of Schools

James E. Richmond

Editor/Writers

Katie O'Malley-Simpson
Shelley Mackey
Kara Gross
Amanda Burgess

The Charles County public school system does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, age or disability in its programs, activities or employment practices. For inquiries, please contact Dr. Patricia Vaira, Title IX Coordinator and 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 December 11 agenda

The Board of Education's next monthly meeting is Tuesday, Dec. 11, 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 student and staff recognition starts at 4:30 p.m. The meeting is televised live on Comcast Channel 96 and Verizon FiOS 12 and is rebroadcast throughout the week. All televised Board meetings are also streamed live on the school system website at <http://www2.ccboe.com/boe/live/>.

Executive session – 12 p.m.

Call to order – 1 p.m.

Pledge of Allegiance, North Point High School's JROTC unit

Superintendent's update to the Board

Reports of officers/board/committees

- Correspondence/Board member updates
- Education Association of Charles County update
- Student Board member update
- Fall athletics
- Student transfers, enrollment audits
- CIP update
- Transportation
- Policy #3514 – Green product cleaning supplies

Unfinished business

New business and future agenda items

- New business
- Future agenda items

Recognition – 4:30 p.m.

• **Students** – Jamia Hicks, fifth grade, C. Paul Barnhart Elementary School; Maurice Anderson, fifth grade, Dr. Gustavus Brown Elementary School; Elizabeth Daniel, fifth grade, T.C. Martin Elementary School; Gabrielle Cleaveland, eighth grade, John Hanson Middle School; and Adriana Freiling, senior, Henry E. Lackey High School.

• **Staff** – Valerie Austin, Reading Recovery teacher, Barnhart; Thomas Smallwood, building service assistant manager, Brown; Mollie McCauley, kindergarten teacher, Martin; Sandra Ginyard, secretary, Hanson; and Juin Lai, media instructional assistant, Lackey.

Public Forum – 6 p.m.

Action items

- Minutes
- Personnel

Adjournment



Personnel

Job Openings

Administrative Assistant – Matthew Hen-son Middle School, 11-month position. Three years of teaching experience required. Apply by Dec. 4.

Supervisor of Maintenance – Annex I Building, 12-month position. Five years of experience in maintenance at a supervisory level required. Apply by Dec. 10.

Painter I – Charles County Public Schools Maintenance Shop, 12-month position. One year of experience at a level equivalent to a journeyman painter is required. Apply by Dec. 13.

Purchasing Assistant – Jesse L. Starkey Administration Building, 12-month position. Apply by Dec. 18.

Environmental Education Assistant – Nan-jemoy Creek Environmental Education Center, 11-month position. Apply by Dec. 18.

Switchboard Operator – Jesse L. Starkey Administration Building, 12-month position.

Computer Applications Teacher – General Smallwood Middle School, 10-month position.

Special Education Teacher – Maurice J. Mc-Donough High School, 10-month position.

Extra pay positions

North Point High School has the follow-ing opening:

- Assistant indoor track coach

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

Staff Notes

Nominate your principal

Charles County Public Schools (CCPS) is accepting nominations for its 2013 Prin-cipal of the Year and the *Washington Post* Distinguished Educational Leadership Award (DELA). The annual award honors exem-plary principals and recognizes those who go beyond the day-to-day demands of their position to create an exceptional educational environment.

Teachers, students, former students, par-ents, administrators, or community members may submit nominations. Nominees must have a minimum of five year's experience as a principal and three of those years must have been with Charles County Public Schools. Principals may not nominate themselves.

Charles County's 2013 Principal of the Year will be one of 21 recognized by the *Post* from the District of Columbia, Maryland and Virginia.

Nominations are due Friday, Jan. 11. Ma-terials should be sent to: Charles County Pub-lic Schools, Attention: Jeanette Sudik/Human Resources division, Jesse L. Starkey Admin-istration Building, P.O. Box 2770, La Plata, Md., 20646.

Award recipients will be announced later this school year. Complete nomination infor-mation is posted on the school system web-site at http://www2.ccboe.com/employment/emp_rec.cfm.