

WORK SESSION MINUTES

MEETING OF THE GARRETT COUNTY BOARD OF EDUCATION Oakland, MD 21550

Tuesday, April 8, 2014

Opening of the Meeting

Part I – Call to Order

Mr. Thomas Carr, Board President, called the meeting to order at 4:04 pm. Also in attendance were Mr. Rodney Reckart, Vice President; Mrs. Cynthia Downton, Associate Member; Mrs. Charlotte Sebold, Associate Member; Mr. Matthew Paugh, Associate Member; and Dr. Janet Wilson, Secretary -Treasurer / Superintendent of Schools. Ms. Miriam Sincell, Board Attorney, was also present. The meeting was held at Southern Middle School. The Board moved to Executive Session at 4:07 pm.

Mr. Carr reconvened the work session of the Board of Education at 5:09 p.m. Also present at the meeting were Mrs. Barbara Baker, Assistant Superintendent of Educational Services; Mr. Larry McKenzie, Director of Finance; Mr. Tim Thornburg, Director of Human Resources; Commissioner Robert Gatto, Ex-Officio Member and Mr. John Major, III, Student Board Member.

Part II Opening Ceremonies

Mr. Thomas Carr, President, led a moment of silence after which Mr. John Major, Student Board Member, led the assembly in the Pledge of Allegiance.

Part III Closed Session Summary

Dr. Wilson presented the Closed Session Summaries for the March 11, 2014 and March 25, 2014.

Part IV Recognition

Mr. Matthew Paugh, Board Member, recognized the Southern High School Lady Rams Basketball Team for winning the Maryland State Class 1A State Basketball Title on March 15, 2014. The girls previously played at Towson's University's SECU Arena and defeated Baltimore County's New Town High School 52-47 to win the school's third state title.

Mr. Rodney Reckart, Board Vice President, announced that Austin Shaffer, Southern High School senior, won the 1A/2A Maryland State Wrestling Championship in the 113-lb. weight class. As Austin Shaffer was not able to attend the Board Meeting, Mr. Carr recognized Mr.

Dave Taylor, the wrestling coach. Austin Shaffer defeated South Carroll's wrestler by a 9-5 decision in the title bout to end his season with an overall record of 44-2.

Mrs. Cynthia Downton, Board Member, recognized The Northern Husky Unified Bocce team who received the gold medal award in the Division VI State Championships at Hagerstown Community College on Tuesday, February 25, 2014.

Part V Student Council Presentations

Ms. Michelle Harman, Supervisor of CTE introduced the Student Councils and thanked the Student Council Advisors from middle and high schools for their continued work with students. Northern Middle School students Faith Parandhamia, 8th grader, spoke regarding GSASC conferences and legislative meetings they attended. Sadie Powell, 7th grader, spoke about Red Ribbon Week which promotes a drug free education and environment as well as Veteran's Day activities. Emily Frazee, 7th grader, spoke about the Festival of Trees program which raises money for programs like the Dove Center. She also spoke about other public service programs they support including St. Jude's Children's Hospital, Garrett County Food Bank, Wounded Warriors and the Leukemia and Lymphoma Society as well as other programs. Noah Aiken, 7th grader, spoke about teacher appreciation activities. Jill Wood, 7th grader spoke about leadership opportunities.

Northern High School students included Seth Bagley, 11th grader, Parliamentarian of Student Government Association (SGA) and Vice President of Garrett County Association of Student Council (GCASC), Alexandra Miller, 10th grader and Treasurer of GCASC and Historian for Northern High School and Annie Fratz, 11th grader and Vice President of SGA. Annie reported on a variety of programs. They have a War of the Classes where students compete in raising funds for local charities such as the local food bank and the Dove Center. They participate in a Winter Wish Week campaign where they give over 50 gifts to students and teachers. They will continue to raise funds for the American Cancer Society by participating in the Relay for Life event in May. Members attended a Legislative Session and the MASC Convention. Mrs. Angela Berger, Student Council Advisor of Northern High, also spoke about how much she enjoyed working with the students and how much they appreciate the support from the Board of Education.

Tori Miske, President of Southern Middle Student Council, stated they were working on several school-wide projects. She discussed how the students promoted a drug free and alcohol free environment in the activities they participate in during Red Ribbon Week. Sheyenne Tichnell, Vice President of Student Council, stated that they were actively supporting Pennies for Patients for the Leukemia & Lymphoma Society. In addition, they designed the front lobby showcase and assisted in landscaping the front of the school by planting perennials. At the beginning of the school year they completed a bulletin board of photos of six graders entitled "We are SMS" to welcome the new students to the school.

Part VI Southern Middle School Research Project

Southern Middle Research Project

Paige Smith, an 8th grade student at Southern Middle School, requested at last month's board meeting that a collaboration of Northern Middle and Southern Middle students, who are part of a Southern Middle School Research Project, be given an opportunity to address the Board concerning their research. Mr. Gary Thompson, teacher at Southern Middle School, introduced the committees: History, Letter Writing, and Surveying. The following students from Southern Middle School are part of these committees: Holly Buckley, 6th grader, Brandon Green, 7th grader; Kristen Kope, 8th grader; Brandon Hill, 7th grader; Paige Smith, 8th grader; and Sheyenne Tichnell, 8th grader. The History Committee, spoke about the planning and building of Southern Middle School. The Survey Group's objective was to gather data from parents, students, teachers and principals from both Northern Middle School and Southern Middle School. The Survey Committee took the survey results and provided conclusions and summaries for their presentation.

The Northern Middle School team was comprised of the following students: Noah Aiken, 7th grader, Kanykei Chorchonova, 8th grader; Ava Roberts, 8th grader; Rachel Sivits, 8th grader; Ian Eggleston, 6th grader; Garrett Emory, 6th grader; and Laurel Plitnik, 7th grader. The committee discussed the problems with classroom enclosures over time. The committee conducted parent, student, teacher, and principal surveys. The committee presented the results of the surveys from the 4 groups. The committee also compared Northern Middle and Southern Middle's Library, outside areas, gymnasium, news room, computer lab, and classrooms.

The committee also discussed the results of the Northern Middle School Teacher and Student Survey after their school was renovated.

Recommendations after the surveys were reviewed included changing bathrooms, adding laboratories to science rooms, installing student water fountains and sinks in every classroom. A community room would be useful for teachers and staff to use in addition to the students. Requested changes would be for larger locker sizes and to expand the related arts hallway. They interviewed seniors who went through the Northern Middle School renovation. The students stated that the portables were difficult to work within, and it provided a difficult learning experience. Overall renovation of Southern Middle School is necessary and would make a safer and more efficient learning and working environment for students and staff.

Part VII - Policy

Mrs. Miriam Sincell, Board Attorney, presented Policy BED, *Board Meeting Procedures Policy* for initial review. She made adjustments to the policy based on feedback at recent policy meetings. She added further comments to the public attendance section of the policy for the proper way to respond to members of the public.

Dr. Janet Wilson, Superintendent, presented Policy ADA, *Goals for the Garrett County Public Schools*. She updated the policy based on the current vision, mission, goals and values for Garrett County Public Schools. Dr. Wilson read the new values: Excellence, Effectiveness, Innovation and Community.

Mrs. Sincell, presented Policy BEDH, *Public Inquiries*. The policy was developed to discuss how all types of public inquiries should be handled.

Mrs. Barbara Baker presented 4 policies that she recommended should be sunset. Policy 173.34, *Title IX Ad Hoc Advisory* and Policy 173.35, *Chapter II Federal Program Advisory Committee* were recommended for sunset as there are new policies that cover the current programs and committees. Policy 173.36, *Garrett County Public Schools Wellness Council*, was recommended to be sunset as there is a third party group that now manages Garrett County Public Schools employees' wellness programs. Policy 173.371, *Menu Planning Committee*, was recommended for sunset as this is no longer an active committee and menus are increasingly mandated by the state.

Part VIII – Policy and Administrative Procedure

The following policies and procedures were presented by Mrs. Baker as a first read:

Policy BDFA, Garrett County School Health Advisory Committee was updated to include the purpose of the committee. The corresponding procedure needed to be developed and included the details regarding the committee membership.

Policy and Procedure BDFC, LAC Local Advisory Committee was revised based on the Annotated Code and the corresponding procedure was created to include the committee membership requirements.

Policy and Procedure BDFD, Federal Programs Advisory Committee was updated to reflect the state and federal regulations. The procedure was created to include the profiles of the committee members.

Policy and Procedure, BDFE, Fine Arts Advisory Committee was updated to reflect the Maryland Education Bylaw. The procedure was created to include the committee membership.

Part IX – Administrative Procedure

Mrs. Baker provided Administrative Procedure BDFB, Hickory Environmental Education Center Advisory Committee for the Board’s information. Updates were made as the committee members had recently changed and were not accurately reflected in the procedure.

Part X – New Business

Mr. Tim Thornburg, Director of Human Resources and Employee Relations presented the updated Garrett County Public Schools organizational chart. The chart was color coded to reflect the different departments. One change highlighted was the addition of a Staff Accountant.

Mr. William Swift, Director of Maintenance, Facilities and Security presented the Capital Improvement Projects for Board review. The Capital Improvement Projects included three (3) projects: Dennett Road Facility Roof Replacement for \$301,870.00, Grantsville Elementary School Window Replacement for \$63,383.00 and Southern Garrett High School HVAC Replacement for \$96,780.00.

Part XI – Continuing Business

Mr. Thornburg, Director of Human Resources presented the Easter Monday Make-Up Day Approval from MSDE. Dr. Lowery submitted a letter to Dr. Wilson in response to her request for utilizing Easter Monday, April 21, 2014 as an instructional make-up day for school closings due to inclement weather. MSDE approved the request.

Mr. Thornburg also presented the 2013-14 School Calendar – Proposed Waiver Days item. Mr. Thornburg wanted the Board to take into consideration that Garrett County Public Schools have missed in addition to 20 instructional days, 20 hours of instruction for the two-hour delays and three hour early dismissals necessitated because of the inclement weather.

Part XII - Hearing of Constituents

There was no public comment in this session.

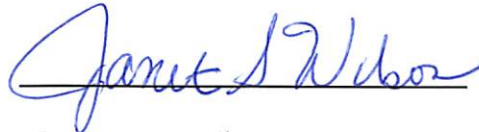
Part XII – Adjournment

Mr. Reckart made a motion to adjourn the meeting at 7:07 p.m. Mr. Carr requested that the Board reconvene the Executive Session to discuss Negotiations and Personnel items.

Ms. Sincell asked to add Legal to the items discussed in Executive Session for the purpose of discussing a contract.



Mr. Thomas Carr
President



Dr. Janet S. Wilson
Secretary/Treasurer

Approved: