

GARRETT COUNTY BOARD OF EDUCATION

**WORK SESSION**

40 South Second Street  
Oakland, Maryland 21550

TENTATIVE AGENDA –Tuesday, December 3, 2013

**MEETING DATE – Tuesday, December 10, 2013**

**WORK SESSION WILL BE HELD AT SOUTHERN HIGH SCHOOL AT 5:00 P.M.**

- |      |    |  |                    |                       |
|------|----|--|--------------------|-----------------------|
| 5:00 | 1. | Opening  |                    |                       |
| 5:01 | 2. | Opening Ceremonies   |                    |                       |
| 5:03 | 3. | Read Closed Session Summary for Executive Session November 12, 2013  |                    |                       |
| 5:05 | 4. | <b>Recognition</b>   |                    |                       |
|      |    | Southern High School JROTC   | Dr. Janet Wilson   | <b>Enclosure I</b>    |
| 5:10 | 5. | <b>Old Business</b>  |                    |                       |
|      |    | History of Local Funding   | Mr. Thomas Carr    |                       |
| 5:20 | 6. | <b>Policy &amp; Administrative Procedure</b>   |                    |                       |
|      | A. | 345.3, <i>Gifted and Talented Policy</i> and 345.31 <i>Gifted and Talented Administrative Procedure</i>  | Mrs. Barbara Baker | <b>Enclosure II</b>   |
|      | B. | 725.4, <i>Procurement Policy</i> and 725.41 <i>Procurement Administrative Procedure</i>  | Mr. Larry McKenzie | <b>Enclosure III</b>  |
|      | C. | 563.6, <i>Liberal Leave during Inclement Weather Policy</i> and 563.61 <i>Liberal Leave During Inclement Weather Administrative Procedure</i>                          | Mr. Tim Thornburg  | <b>Enclosure IV</b>   |
|      |    |  | Mr. Tim Thornburg  | <b>Enclosure V</b>    |
|      | D. | 532.5, <i>Personnel Files – Certificated and Other Personnel Policy</i> and 532.51, <i>Personnel Files – Certificated and Other Personnel Administrative Procedure</i> | Mr. Tim Thornburg  | <b>Enclosure VI</b>   |
|      | E. | 635, <i>Personnel Files- Supporting Services Personnel Policy</i> and 635.1, <i>Personnel Files- Supporting Services Personnel Administrative Procedure</i>            | Mr. Tim Thornburg  | <b>Enclosure VII</b>  |
|      | F. | 563.121, <i>Use of Sick Leave by Certificated Employees Policy</i> and 563.13, <i>Use of Sick Leave by Certificated Employees Administrative Procedure</i>             | Mr. Tim Thornburg  | <b>Enclosure VIII</b> |
|      | G. | 650, <i>Use of Sick Leave by Supportive Service Employees Policy</i> and 650.1, <i>Use of Sick Leave by Supportive Service Employees Administrative Procedure</i>      | Mr. Tim Thornburg  | <b>Enclosure VIII</b> |
| 5:55 | 7. | <b>Capital Improvement Plan</b>  | Mr. William Swift  | <b>Enclosure IX</b>   |
| 6:00 | 8. | <b>Advisory and School Consolidation Committee Update</b>  | Dr. Janet Wilson   |                       |
| 6:10 | 9. | <b>Pre-Kindergarten Report Card</b>  | Mrs. Jane Wildesen | <b>Enclosure X</b>    |

6:15      **10. Common Core (Elementary and Middle School)**      Mrs. Jane Wildesen

6:25      **11. Hearing of Constituents**

*The Garrett County Board of Education is pleased to receive comments and ideas from our public pertaining to the policies, procedures, and/or practices of the school system. We ask that comments be limited to a maximum time of 3 minutes per individual, unless otherwise considered by the Board President. There will be no discussion or action taken at this meeting, but may be considered at a future meeting. Issues that are specific to individual employees should be referred to the immediate supervisors for appropriate consideration and review. Rude, slanderous, or threatening remarks or other behavior that is disruptive or interferes with the order of the meeting is not permitted.*

6:35      **12. Move to Executive Session, if needed**

*The Board of Education of Garrett County does not discriminate on the basis of race, color, gender, age, national origin, religion, or handicapping condition in matters affecting employment or in providing access to programs. Appropriate accommodations for individuals with disabilities will be provided upon request. Five business days notice prior to the meeting is required. Office contact person: Karen Brewer, Telephone: 301-334-8901; MD Relay Service 1-800-735-2258*