Board Members present included Dr. Nathan Sorber, Board Vice President and Acting President; and Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. Also present for the meeting: Mrs. Barbara Baker, Secretary -Treasurer / Superintendent of Schools; Mr. Brandon Hoover, Board Attorney; Dr. Jane Wildesen, Director of Human Resources; Mrs. Alison Sweitzer, Director of Finance; Mr. William Swift, Director of Facilities, Maintenance, Operations, and Security; Ms. Heather Raybold, Director of Special Education; Dr. Phil Lauver, Supervisor of Pupil Services; and Sheyenne Tichnell, Student Board Member. Mr. Matthew Paugh, Board President, was not able to attend the meeting.

The meeting was held at Central Office in the Board Room.

1. Opening

   A. Opening of Meeting
   Dr. Nathan Sorber, Acting Board President, called the meeting to order at 4:05 p.m.

   B. Public Comment
   There was no public comment at this part of the meeting.

   C. Move to Executive Session
   Charlotte Sebold made a motion to close the meeting, and this was seconded by Monica Rinker. Thereafter, the Board unanimously voted to close the session, with a yea vote from Monica Rinker, Charlotte Sebold, and Tom Woods.

   D. Executive Session - Closed to the Public
   The Board of Education met in an Executive Session on Tuesday, June 12, 2018, at Central Office in the Board Room at 4:09 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: review of Executive Session minutes; personnel topics, pursuant to §3-305(b)(1); collective bargaining/negotiations topics pursuant to §3-305(b)(9), legal opinion pursuant to §3-305(b)(7); and administrative function topics, which is specifically excluded from the Open Meetings Act by virtue of §3-103(a)(1)(i) of the General Provisions Article of the Annotated Code of Maryland.

   Charlotte Sebold made a motion to close the meeting, and this was seconded by Monica Rinker. Thereafter, the Board unanimously voted to close the session, with a yea vote from Monica Rinker, Charlotte Sebold, and Tom Woods. The closed session began at 4:09 p.m. The Board recessed the Executive Session at 5:50 p.m. The Executive Session reconvened at 8:20 p.m. The topics discussed and actions taken include the following:

   Executive Session Minutes
   The Board reviewed and amended the Executive Session minutes from the May 8, 2018, meeting. Tom Woods made a motion to accept the amended minutes, and Monica Rinker seconded the motion. The Board unanimously voted to approve the amended minutes, with a yea vote from Monica Rinker, Charlotte Sebold, and Tom Woods.

   Personnel topics, pursuant to §3-305(b)(1):

   a. Professional Leave Request
   Ms. Barbara Baker, Superintendent, presented three professional leave requests for the Board’s approval.

   i. Charlotte Sebold made a motion to approve the DENSI Principal’s Summit professional leave request for July 12 – 15, 2018, and Tom Woods seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Monica Rinker, Charlotte Sebold, and Tom Woods.

   ii. Tom Woods made a motion to approve the IMSE Comprehensive Trainee Training professional leave request for June 24 – 30, 2018, and Charlotte Sebold seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Monica Rinker, Charlotte Sebold, and Tom Woods.

   iii. Monica Rinker made a motion to approve the IMSE Comprehensive Trainee Training professional leave requests in July and August, and Tom Woods seconded the motion. The Board unanimously approved the professional leave requests with a yea vote from Monica Rinker, Charlotte Sebold, and Tom Woods.

   b. Certificated Staffing Recommendations
   Dr. Jane Wildesen, Director of Human Resources, presented certificated staffing recommendations to the Board for their approval. The Board took this matter into consideration and voted on the recommendations during the public session under the Consent Agenda.

   c. Broad Ford Elementary School Secretary
   The Board discussed concerns about the loss of a Broad Ford Elementary School secretary. The Board took this matter under consideration, but no action was taken at the meeting.

   Collective Bargaining/Negotiation topics, pursuant to §3-305(b)(9):
   Dr. Wildesen provided an update to the Board regarding negotiation status for Unit I and Unit III negotiating groups. The two groups have reached agreements and ratified on May 31, 2018. The Board took this matter under consideration and voted on the agreements during the Public Session.
Legal opinion pursuant to §3-305(b)(7):
Mr. Brandon Hoover, Board Attorney, provided legal advice regarding the appropriate use of Administrative Function topics in meetings.

Mr. Hoover also provided the Board of Education with a legal opinion regarding budget-carryover. The Board asked Mr. Hoover to draft a letter regarding carryover which the Board will consider at a future meeting. No action was taken at the meeting.

Administrative Function
The Board considered and discussed various administrative function topics including OPEB Trust; budget amendment; custodial changes; athletic trainers; complaint to the Office of Civil Rights; letter concerning a principal; and church flyer distribution. No actions were taken by the Board on these matters.

Adjournment
Tom Woods made a motion to adjourn the Executive Session and Charlotte Sebold seconded the motion. The Board unanimously approved adjourning the Executive Session at 10:31 p.m., with a yeas vote from Charlotte Sebold, Monica Rinker, and Tom Woods.

Board Members present included Dr. Nathan Sorber, Vice President and Acting President, Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. Mr. Matthew Paugh, President, was not able to attend the meeting. Mrs. Barbara Baker, Secretary -Treasurer / Superintendent of Schools; and Mr. Brandon Hoover, Board Attorney; were also present for the meeting. Dr. Jane Wildesen, Director of Human Resources, and Mrs. Alison Sweitzer, Director of Finance were present for part of the meeting. Mrs. Karen Brewer, Executive Assistant to the Superintendent, was present at the meeting for the purpose of taking minutes.

2. Welcome
A. Re-Opening of Public Session
Dr. Nathan Sorber, Acting Board President, re-opened the Public Session at 6:01 p.m.

B. Moment of Silence

C. Pledge of Allegiance - Student Board Member
Sheyenne Tichnell, Student Member of the Board, led the Board and public in the Pledge of Allegiance.

D. Approval of the Agenda - Action
Tom Woods made a motion to approve the amended agenda and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker

E. Consent Agenda – Action
The Consent Agenda included the approval of certificated and non-certificated employees. The Board requested that one of the recommendations be removed and the position be posted again to ensure employees and the public are aware of the open position. The Board voted on the remaining recommendations.

### CERTIFICATED

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>James Maddy</td>
<td>Principal</td>
<td>NH</td>
<td>7/1/2018</td>
</tr>
<tr>
<td>Lyndsi Chaney</td>
<td>Resident Teacher Special Education</td>
<td>AC</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Kelli Dillon</td>
<td>Special Education STARS (3-5)</td>
<td>BF</td>
<td>8/21/2018</td>
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<td>Jason Hartman</td>
<td>Special Education</td>
<td>SH</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Susan Metz</td>
<td>Special Education</td>
<td>SH</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Leah Shaw</td>
<td>Music Teacher</td>
<td>YG</td>
<td>8/21/2018</td>
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<td>David Wood</td>
<td>STEM Math</td>
<td>NH</td>
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### NON-CERTIFICATED

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<tbody>
<tr>
<td>Megan Corby</td>
<td>School Nurse (RN)</td>
<td>CR</td>
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<td>Richard Warnick</td>
<td>Carpenter/Maintenance Technician</td>
<td>DR</td>
<td>7/1/2018</td>
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<tr>
<td>Warren Wright</td>
<td>Equipment Operator/Maintenance Technician</td>
<td>DR</td>
<td>7/1/2018</td>
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Charlotte Sebold made a motion to approve the Consent Agenda and Tom Woods seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker

F. Approval of the May 8, 2018, Minutes - Action
Tom Woods recommended a change to the minutes. Monica Rinker made a motion to approve the amended May 8, 2018, Public Session Minutes and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker

G. Closed Session Summaries
Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the May 8, Board Meeting:
The Board of Education met in an Executive Session on Tuesday, May 8, 2018, at Central Office in the Board Room at 4:03 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: personnel topics, pursuant to §3-305(b)(1); investment of public funds pursuant to §3-305(b)(5); review of Executive Session minutes; and collective bargaining/negotiations topics pursuant to §3-305(b)(9).
Tom Woods made a motion to close the meeting, and this was seconded by Nathan Sorber. Thereafter, the Board unanimously voted to close the session, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods. The closed session began at 4:03 p.m.

The Board recessed the Executive Session at 5:45 p.m. The Executive Session reconvened at 8:45 p.m. The topics discussed and actions taken include the following:

Personnel topics, pursuant to §3-305(b)(1):

a. Student Board Member Interviews
The Board interviewed three candidates for the Student Member of the Board for 2017-18. By consensus, the Board selected the 2018-19 SMOB.

b. Bus Contract
The Board discussed an open bus contract. A committee was assigned to interview the nine applicants for the bus contract and to provide the Board with a bus contractor recommendation. The Board took this matter into consideration and will vote on it during the public session.

c. Personnel
Dr. Jane Wildesen, Director of Human Resources recommended a reclassification of a specific employee.

Woods made a motion to approve the reclassification, and Nathan Sorber seconded the motion. The Board unanimously approved the motion with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

d. Professional Leave Request
Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented a professional leave request that required the Board approval.

Nathan Sorber made a motion to approve the professional leave request, and Tom Woods seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Investment of Public Funds, pursuant to §3-305(b)(5)

Mrs. Alison Sweitzer, Director of Finance, discussed with the Board a proposal to amend the Retiree Health Plan Trust Agreement currently in place with the Coalition.

Tom Woods made a motion to amend the Retiree Health Plan Trust Agreement, divide the assets according to the allocations, and distribute the interest to each entity, in trust. Nathan Sorber seconded the motion. The Board unanimously approved the motion with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Executive Session Minutes
The Board reviewed the Executive Session minutes from the April 10, 2018, meeting. Nathan Sorber made a motion to accept the minutes, and Tom Woods seconded the motion. The Board unanimously voted to approve the minutes, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Collective Bargaining/Negotiation topics, pursuant to §3-305(b)(9):

Dr. Wildesen and Mrs. Sweitzer provided an update to the Board regarding negotiation status and updates for Unit I and Unit III negotiating groups.

Based on the negotiation team’s recommendation, Tom Woods made a motion to accept the parameters of the negotiation agreements, and Monica Rinker seconded the motion. The Board unanimously approved the parameters, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Administrative Function
The Board discussed concerns regarding school visits.

Adjournment
Nathan Sorber made a motion to adjourn the Executive Session, and Charlotte Sebold seconded the motion. The Board unanimously approved adjourning the Executive Session at 10:00 p.m., with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Board Members present included Matthew Paugh, President; Dr. Nathan Sorber, Vice President; Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods; and Mrs. Barbara Baker, Secretary -Treasurer / Superintendent of Schools. Mr. Brandon Hoover, Board Attorney; Ms. Karen DeVore, Executive Director of Curriculum, Instruction and Administration; Dr. Jane Wildesen, Director of Human Resources; Mrs. Alison Sweitzer, Director of Finance, Mr. Richard Wesolowski, Director of Transportation, and Mrs. Stephanie Wesolowski, Supervisor of College and Career Readiness, were present for part of the meeting. Mrs. Karen Brewer, Executive Assistant to the Superintendent, was present at part of the meeting for the purpose of taking minutes.

G. Announcements
Ms. Barbara Baker, Superintendent, discussed upcoming events and meetings.

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Ms. Baker also mentioned that from June 18 through August 17, 2018 (with exception of July 4th week), twelve (12)-month secretaries and certificated employees will once again work a compressed four (4)-day/ten (10)-hour summer schedule. Employees will work 7 am - 4:30 pm, Monday - Thursday. Due to the nature of their work, Food and Nutrition Services, IT, and Maintenance employees are exempt from the compressed summer schedule and will continue working their five (5) day work schedule.

3. New Business

A. Special Education Staffing Plan - Action
Mrs. Heather Raybold, Supervisor of Special Education, presented the proposed Special Education Staffing Plan for 2018-19 for the Board’s approval. There was only one change from last year, an addition of a teacher at Broad Ford Elementary for the STARS Program.

Tom Woods made a motion to approve the Special Education Staffing Plan and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker

B. Physical and Occupational Therapy RFP - Action
Ms. Heather Raybold, Director of Special Education, presented the lowest, qualified bidder for the Physical and Occupational Therapy RFP, for the Board to approve for the FY2018-19 school year. School Therapy Services was the recommended vendor.

A motion was made by Charlotte Sebold to approve School Therapy Services for physical and occupational therapy services for 2018-19 and seconded by Monica Rinker. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker

C. Student Handbook for 2018-19 School Year
Dr. Phil Lauver presented the draft Garrett County Public Schools Student Handbook for the 2018-19 school year. He provided a summary of the changes to the handbook and the reasons for them. The majority of the changes were due to updates and requirements from COMAR and Every Student Succeeds Act (ESSA). The Board will vote on the handbook at the July 10, 2018, Board Meeting.

D. Organizational Chart - Action
Ms. Barbara Baker, Superintendent, presented a revised organizational chart to the Board for their approval. There was an update to the organizational chart based on a title change for the Director of Special Education.

Tom Woods made a motion to approve the revised organizational chart and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker

4. Recognitions

A. Letters about Literature State Finalists - Leah Beckman and Olivia Rawe
Monica Rinker, Board Member, recognized Leah Beckman, a 6th grade student at Swan Meadow School, and Olivia Rawe, a 6th grade student at Northern Middle School, for being named state finalists for Letters about Literature contest sponsored by the Library of Congress and the Humanities Council. The students were invited downstate in May to be recognized. Letters About Literature is a reading and writing contest for students in grades 4-12. Students are asked to read a book, poem, or speech and write to the author (living or dead) about how the book affected them personally.

B. Maryland Council on Economic Education Annual Poster Contest - Derika Swartzentruber
Mrs. Charlotte Sebold, Board Member, recognized Derika Swartzentruber, a 5th grade student from Swan Meadow School, who was selected as a state finalist in a poster contest for the MD Council of Economics. Derika's poster illustrated scarcity of natural resources through a scene in which animals were flocking to a few remaining trees as a result of deforestation.

C. "Kids Helping Kids" Food Drive - Swan Meadow
Mrs. Monica Rinker, Board Member, recognized Swan Meadow School for being a top achiever of The Kids Helping Kids Food and Funds Drive. The Kids Helping Kids Food and Funds Drive provides an opportunity for Maryland students to collect non-perishable food items and monetary donations for community food banks to distribute to soup kitchens, pantries, and shelters. As a top achiever, MSDE and Maryland Food Bank honored Swan Meadow School with a special citation and with Scholastic books for their students on May 15, 2018, at a special awards ceremony at the Maryland Food Bank.

D. Maryland Green Schools Recertification Award - Swan Meadow School
Mr. Tom Woods, Board Member, recognized Swan Meadow School for their recertification as a Maryland Green School by the Maryland Association for Environmental and Outdoor Education. After fourteen years of demonstrating a continuous effort to integrate sustainable environmental management practices, environmental education curriculum, professional development
opportunities, and community engagement, Swan Meadow has now earned Sustainable School Status in the MD Green School Program.

E. FIRST FRC Team 1629
Mr. Woods recognized the FIRST Robotics Competition (FRC) Team 1629, GaCo, who finished its 2018 season at the FIRST Championship in Detroit where they were the third ranked team in their subdivision with a 49-14-1 record. Team 1629 was also the recipient of the Chesapeake District Chairman’s Award at the Central Maryland Qualification Tournament.

5. Public Comments
Steve Kauffman, parent of Swan Meadow School, spoke to the Board regarding concerns of Swan Meadow parents. Their concerns included why Garrett County students are going to Allegany County Public Schools, the composition of the Strategic Planning Committees, long-term substitutes, the Out of Area Committee work, and the Board’s recent request for additional funding form the Garrett County Board of Commissioners.

6. Continuing Business
A. RISE Strategic Plan Identification of Issues - Action
Ms. Barbara Baker, Superintendent, presented the six overarching strategic issues for the RISE Strategic Plan. She stated that she worked with the administrative team to consolidate the 21 strategic issues into the "BIG 6" strategic issues facing the school system so that the Board could move forward with formulating the strategies for the RISE Strategic Plan. The Board requested more time to discuss and amend the identified strategic issues. The Board will discuss this topic at a Special Public Session on Monday, June 25, 2018.

B. Educational Facilities Master Plan - Action
Mr. William Swift, Director of Facilities, Maintenance, Operations, and Security, requested the Board approve the 2018 Educational Facilities Master Plan. Ms. Rinker recommended a few formatting edits to the document.

A motion was made by Monica Rinker to approve the 2018 Educational Facilities Master Plan as revised and Tom Woods seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker

C. "Understanding HIV/AIDS" for Health Curriculum for 7th Grade - Action
Dr. Phil Lauver, Supervisor of Pupil Services, requested the Board adopt a new video which provides a health lesson on "Understanding HIV/AIDS" by Redefine Positive-Educational Video Series. This video was recommended for inclusion with the 7th grade Health Class curriculum and was available for public review and feedback at central office from May 9, 2018, until June 8, 2018. No feedback was received from the public.

A motion was made by Monica Rinker to approve the video and seconded by Charlotte Sebold.
Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker

7. Board Business
A. Student Member of the Board Update
Ms. Sheyenne Tichnell, Student Member of the Board, shared information with the Board regarding end of the school year student activities and student council meetings. As this was Ms. Tichnell’s last Board meeting, she thanked the Board and the staff members for their support during the two years she served on the Board. The Board presented Ms. Tichnell with a gift.

B. Board Member Updates
Mrs. Sebold discussed the high school graduations, the senior awards ceremonies, and the Swan Meadow Open House. Mrs. Rinker spoke to the Board about the Bio-MED white-coat ceremony, Middle School Success Night, retirement dinner, and the bus driver appreciation picnic. Mr. Woods discussed the GCPS – Teets Foundation meeting he recently attended.

C. Ratification of Employee Contracts – Action
Dr. Jane Wildesen, Director of Human Resources, presented two bargaining units comprehensive negotiated agreements to the Board for their approval. Unit 1 (Teachers) and Unit 3 (Support Personnel) negotiating groups ratified on May 31, 2018.

Tom Woods made a motion to approve the ratification of both Unit I and Unit III negotiating group agreements and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker

8. Informational Items
Maryland School Performance Report 2017 for Garrett County

11. Recess or Adjournment
The Board recessed the Public Session and returned to the Executive Session at 8:20 p.m.
The Board returned to the Public Session. Tom Woods made a motion to adjourn the meeting, and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker
The meeting adjourned at 10:32 p.m.