Board Members present included Mr. Tom Woods, Board President; Mrs. Monica Rinker, Board Vice President; and Board Members: Mr. Rodney Glotfelty, Dr. Matthew Paugh, and Mrs. Charlotte Sebold. Also present for the meeting: Ms. Barbara Baker, Secretary -Treasurer / Superintendent of Schools; Mr. Brandon Hoover, Board Attorney; Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Dr. Jane Wildesen, Director of Human Resources and Employee Relations; Mrs. Alison Sweitzer, Director of Finance; Mr. Richard Wesolowski, Director of Facilities, Maintenance, Operations, Facilities, and Transportation; Mrs. Penny Proudfoot, Director of Elementary Education; Dr. Phil Lauver, Supervisor of Pupil Services; and Mrs. Rebecca Aiken, Nurse Manager.

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

1. Opening

A. Call to Order

Dr. Matthew Paugh, Board President, called the meeting to order at 4:00 p.m.

B. Election of Officers - Action

a. Election of President

Rodney Glotfelty made a motion to elect Matthew Paugh as Board President for FY2020. In response, Dr. Paugh requested the Board members consider other possible candidates that may be interested in this position. Charlotte Sebold made a motion to nominate Tom Woods as the Board President for FY2020, and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh

b. Election of Vice President

Charlotte Sebold made a motion to elect Monica Rinker as Vice President of the Board for FY2020 and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh

C. Public Comment

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

D. Move to Executive Session - Action

Matthew Paugh made a motion to recess the meeting to go into closed session, and this was seconded by Monica Rinker. Thereafter, the Board unanimously voted to go into closed session with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

E. Move to Executive Session – Action

The Board of Education met in an Executive Session on Tuesday, January 14, 2020, at Central Office in the Board Room at 4:07 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); negotiations topics, pursuant to §3-305(b)(9); legal topics pursuant to §3-305(b)(7); and administrative function topics.

The Board reviewed the Executive Session minutes from the December 10, 2019, meeting and discussed a minor addition. Matthew Paugh made a motion to close the meeting, and Monica Rinker seconded the motion. Thereafter, the Board unanimously voted to close the session, with a yea vote from Rodney Glotfelty, Monica Rinker, Matthew Paugh, and Charlotte Sebold. The topics discussed in the closed session included the following:

I. Executive Session Minutes:

December 10, 2019 Board Meeting

The Board reviewed the Executive Session minutes from the December 10, 2019, meeting and discussed a minor addition. Matthew Paugh made a motion to approve the minutes as amended, and Charlotte Sebold seconded the motion. The Board approved the minutes: Yea vote: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh.

II. Personnel pursuant to §3-305(b)(1):

a. Professional Leave Requests

Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented several professional leave requests (PLF) to the Board for their approval.

i. Institute for Multi-Sensory Education (IME) Orton-Gillingham (OG) PLF

Rodney Glotfelty made a motion to approve the professional leave request, and Matthew Paugh seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

ii. IMSE OG Trainer Conference PLF

Matthew Paugh made a motion to approve the professional leave request, and Rodney Glotfelty seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

iii. Creating Trauma Sensitive Schools (TSS) Conference PLF

Matthew Paugh made a motion to approve the professional leave request, and Monica Rinker seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

iv. 49th Annual National Public Employer Labor Relations Association (PELRA) Conference PLF

Rodney Glotfelty made a motion to approve the professional leave request, and Matthew Paugh seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

v. American Library Association (ALA) Midwinter Conference PLF

Monica Rinker made a motion to approve the professional leave request, and Matthew Paugh seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

III. Negotiations

a. Healthcare Presentation
Mr. Mike Marchini, Business Unit President of Benefits & Retirement, and Ms. Rebecca Mowen Lewis, Senior Consultant, of CBIZ, presented a health and wellness report to the Board regarding the Garrett County Coalition as information for the Board to consider regarding healthcare negotiations.

b. Healthcare Trust / Coalition

Dr. Jane Wildesen, Director of Human Resources, and Mrs. Alison Sweitzer, Director of Finance, shared a financial analysis report of the last five years for the Garrett County Employees Health Care Plan as information for the Board to consider regarding healthcare negotiations.

c. Salary Parameters

Dr. Wildesen and Mrs. Sweitzer discussed FY 2021 estimated salary information for negotiations.

The Board took these matters into consideration but did not take any action on these items.

IV. Legal Opinion

Mr. Brandon Hoover, Board Attorney, presented the Board with a legal opinion relating to funding issues and a legal opinion regarding a breach of warranty claim. The Board took these matters into consideration but did not take any actions on the items.

V. Administrative Function

Ms. Barbara Baker, Superintendent, discussed administrative function topics with the Board. The Board took these matters into consideration but took no action.

VI. Recess and Adjournment

The Executive Session was recessed at 6:03 p.m. so that the Board could reconvene the Public Session. The Board returned to Executive Session at 8:45 p.m. Rodney Glotfelty made a motion to adjourn the Executive Session, and Matthew Paugh seconded the motion. The Board unanimously approved adjourning the Executive Session at 9:25 p.m. with a yea vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Matthew Paugh.

V. Executive Session Minutes:

I. Executive Session Minutes:

included the following:

The Board reviewed the Executive Session minutes from the December 3, 2019, meeting. Monica Rinker made a motion to approve the minutes, and Tom Woods seconded the motion. The Board approved the minutes: Yea vote: Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Tom Woods.

The Board reviewed the Executive Session minutes from the November 12, 2019, meeting. Charlotte Sebold made a motion to approve the minutes, and Tom Woods seconded the motion. The Board approved the minutes: Yea vote: Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Tom Woods.

The Board reviewed the Executive Session minutes from the October 15, 2019, meeting. Monica Rinker made a motion to approve the minutes, and Matthew Paugh seconded the motion. The Board approved the minutes: Yea vote: Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Matthew Paugh.

The Board reviewed the Executive Session minutes from the September 17, 2019, meeting. Monica Rinker made a motion to approve the minutes, and Matthew Paugh seconded the motion. The Board approved the minutes: Yea vote: Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Matthew Paugh.

Ms. Katherine Catulle, Student Member of the Board, led the Board and public in the Pledge of Allegiance.

Pledge of Allegiance - Student Board Member

Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the December 10, 2019, Board Meeting.

Closed Session Summaries

Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh

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Ms. Katherine Catulle, Student Member of the Board, led the Board and public in the Pledge of Allegiance.

Pledge of Allegiance - Student Board Member

Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the December 10, 2019, Board Meeting.

Closed Session Summary for December 10, 2019 Meeting:

The Board of Education met in an Executive Session on Tuesday, December 10, 2019, at Southern Garrett High School in the Guidance Office conference 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); negotiations topics, pursuant to §3-305(b)(9); legal topic pursuant to §3-305(b)(7); and administrative function topics.

Tom Woods made a motion to close the meeting, and Monica Rinker seconded the motion. Thereafter, the Board unanimously voted to close the session, with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods. The topics discussed in the closed session included the following:

I. Executive Session Minutes:

a. November 12, 2019 Board Meeting

The Board reviewed the Executive Session minutes from the November 12, 2019, meeting. Charlotte Sebold made a motion to approve the minutes, and Tom Woods seconded the motion. The Board approved the minutes: Yea vote: Rodney Glotfelty, Tom Woods, Monica Rinker, Charlotte Sebold.

b. December 3, 2019 Board Retreat Meeting

The Board reviewed the Executive Session minutes from the December 3, 2019, meeting. Monica Rinker made a motion to approve the minutes, and Rodney Glotfelty seconded the motion. The Board approved the minutes: Yea vote: Rodney Glotfelty, Tom Woods, Monica Rinker, Charlotte Sebold.

II. Personnel pursuant to §3-305(b)(1):

a. Update

Dr. Jane Wildesen, Director of Human Resources, shared recent non-certificated employees that were hired. She also shared a copy of the irrevocable letter of voluntary retirement and agreement with the Board.

b. Superintendent Goals
Ms. Baker provided an update to the Board regarding status of her goals and initiatives. The Board considered these matters but did not take any action on these topics.

III. Negotiations

Healthcare Coalition
Dr. Paugh spoke about the healthcare trust with the Board members. Dr. Paugh recommended a letter be sent to the Commissioners to confirm the Board’s intention to contribute to the solvency target for the Garrett County Employees Health Care (GCEHC) Coalition Trust. Rodney Glotfelty made a motion to send the letter of intent and Charlotte Sebold seconded the motion. The Board unanimously approved sending the letter with a yeas vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

Mrs. Alison Sweitzer, Director of Finance, also discussed the current status of healthcare claims with the Board. She recommended representatives from the school system’s insurance carrier present alternative options of a health program to the Board. This was scheduled for the January 14th Board Meeting during the Executive Session.

IV. Legal Opinion
Mr. Brandon Hoover, Board Attorney, presented the Board with a legal opinion relating to funding issues. The Board took this matter into consideration but did not take any action on this item.

V. Administrative Function
Ms. Barbara Baker, Superintendent, discussed administrative function topics with the Board. The Board took these matters into consideration but took no action.

VI. Recess and 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 6:01 p.m. with a yeas vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Tom Woods.

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

G. Announcements
Ms. Baker shared upcoming school-based events and meetings.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Jan 17</td>
<td>End of First Semester</td>
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<tr>
<td>Jan 20</td>
<td>Martin Luther King Jr. Day, Schools closed</td>
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<tr>
<td>Jan 21</td>
<td>Professional Day 3 Hour Early Dismissal for Students</td>
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<tr>
<td>Jan 23-24</td>
<td>Mountain Maryland PACE Conference Graduate Annapolis Hotel Annapolis, MD</td>
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<tr>
<td>Jan 27</td>
<td>Budget Work Session Board Room at Central Office 4:00 p.m.</td>
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<tr>
<td>Jan 28</td>
<td>Parent Teacher Conferences 10:00 a.m. - 5:30 p.m. Schools Closed</td>
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<tr>
<td>Jan 31</td>
<td>Staff Development 3 Hour Early Dismissal for Students</td>
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3. Recognitions
A. National Mentoring Month Proclamation
Mrs. Charlotte Sebold, Board Member, recognized January as National Mentoring Month by presenting a proclamation to Garrett Mentors. Garrett Mentors provides Garrett County children, in preschool through grade six with various needs, with positive, caring, adult volunteers who serve as lunchtime mentors at school. Several Garrett Mentors members attended the meeting.

B. National School Counseling Week Proclamation - February, 3-7, 2020
Mr. Rodney Glotfelty, Board Member, recognized National School Counseling Week, February 3 – 7, 2020, by presenting a proclamation to several school counselors and Dr. Philip Lauver, Supervisor of Pupil Services.

C. Holiday Card Artwork - Lily Zimmerman
Ms. Monica Rinker, Board Vice President, recognized Ms. Lily Zimmerman, a 5th grade student at Crellin Elementary, whose artwork was selected for the 2019 Holiday card. The Board gave Ms. Zimmerman a framed and matted copy of the holiday card.

4. Curriculum, Instruction, and Administration (CIA) Report
A. Yough Glades Elementary Presentation
Mrs. Janet Gregory, Principal, and Mrs. Dara McGettigan, Literacy Coach, provided an informative presentation about how Yough Glades utilizes the reading/literacy coaches. The literacy coaches are effectively collaborating with staff by providing professional development, support in the classroom, content knowledge in literacy, and demonstrating skills in literacy teaching.

B. ESSA Plan / Instructional Strategic Goals
Ms. Barbara Baker, Superintendent, and Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented the ESSA plan and the instructional strategic goals to the Board. Ms. Baker stated the strategic plan provides a comprehensive system plan that
Mr. Evan West, Garrett County Education Association (GCEA) UniServe Director, spoke to the Board regarding the Blueprint of Maryland’s Future, also known as the Kirwan Commission.

6. New Business

A. 2020 IRS Mileage Rate

Mrs. Alison Sweitzer, Director of Finance, shared the 2020 IRS mileage rates with the Board. Mrs. Sweitzer stated that as of January 1, 2020, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) is 57.5 cents per mile driven for business use. This is down one half of a cent from the rate in 2019 of 58 cents.

B. 2020-21 School Calendar

Dr. Jane Wildesen, Director of Human Resources, presented the draft 2020-21 School Calendars to the Board for their review. The Calendar Committee is proposing a calendar with the first day of students beginning on Wednesday, August 26, 2020. They are also recommending the Monday after Thanksgiving as a holiday and only one parent teacher conference day in January after the first semester (second quarter). They provided a calendar for Board consideration which has a student start date on Monday, August 31, 2020. The calendars will be posted for a month for public review and comments. The Board will take action on the calendar at the February 11, 2020, Board Meeting.

C. Kirwan Legislation

Ms. Barbara Baker, Superintendent, and Mrs. Alison Sweitzer, Director of Finance, provided an update to the Board regarding the Kirwan Legislation, which is now called the Blueprint of Maryland’s Future, and the potential positive impact on the school system. They discussed the background regarding the commission and the five policy areas and cost percentage for each item. These areas included:

1. Investing in high-quality early childhood education and care (14%)
2. Elevating Teachers and School Leaders (47%)
3. Creating a world-class instructional system (2%)
4. Providing more support to students who need it the most (37%)
5. Ensuring excellence for all (0.03%)

7. Continuing Business

SFC Recommendation I. Joint Capital Planning Group – Action

Dr. Matthew Paugh, Board Member, discussed the Joint Capital Planning Group recommendation as presented by the Strategic Facility Committee in their final report. The recommendation of the committee was to establish a joint working group composed of personnel from Garrett County Board of Education and Garrett County Government to discuss the school system’s capital program. Dr. Paugh stated in light of the fact that it was approved unanimously by the SFC committee and these types of working groups have worked effectively with other school systems to collaborate with local government, the Board would not take any action on this recommendation at this meeting.

Dr. Paugh recommended that the Board president consider appointing an informal working group that would meet to discuss this recommendation further. This group would also consider all possible options for the Board to improve reporting, communication, and collaboration with county government to more effectively regarding addressing the capital needs of the school system. Board members also discussed meeting more frequently with the County Commissioners rather than quarterly or biannually.

8. Board Annual Selection

A. Meeting Date, Time and Place - Action

Matthew Paugh made a motion to approve the second Tuesday of every month as the Board meeting date and 4:00 p.m. as the start time for Executive Session. Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh

B. Legal Counsel – Action

Rodney Glotfelty made a motion to retain Mr. Brandon Hoover, Attorney, as the Board’s Legal Counsel for FY2020. Matthew Paugh seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh

C. Committee Assignments

The Board discussed Board committee assignments for 2020. The Board made no changes to the current committee memberships.

9. Board Business

A. Student Board Member Report

Ms. Katherine Catulle provided an update to the Board regarding student activities and Garrett County Association of Student Councils events.

B. Board Member Updates

Mr. Woods spoke about the high school robotics programs mentoring other school systems; Mrs. Rinker spoke about Christmas programs at the schools she attended; and Mr. Glotfelty spoke about the Maryland Association of Boards of Education’s Legislative Committee Meeting he attended in December.
10. Informational Items

A. January 2020 School Activities

B. January 2020 Home and School Connection

11. Recess and Adjournment

Matthew Paugh made a motion to adjourn the Public Session, and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold. The Board adjourned the Public Session at 9:26 p.m.