PUBLIC SESSION MINUTES
Tuesday, December 10, 2019

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. 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.

The meeting was held at Southern Garrett High School in the cafeteria.

1. Opening

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

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

C. Move to Executive Session - Action
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:
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.

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 yea 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.

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 yea 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. 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 Finance, 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.
2. Welcome

A. Re-Opening of Public Session

Dr. Matthew Paugh, Board President, called the meeting to order at 6:12 p.m.

B. Moment of Silence

C. Pledge of Allegiance - Student Board Member

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

D. Approval of the Agenda – Action

Monica Rinker made a motion to approve the Public Session agenda, and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

E. Approval of the October 8, 2019 Public Session Minutes – Action

Rodney Glotfelty made a motion to approve the October 8, 2019, Public Session minutes, and Tom Woods seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

F. Closed Session Summaries

Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the November 12, 2019, and December 3, 2019, Board Meetings.

Closed Session Summary for November 12, 2019 Meeting:

The Board of Education met in an Executive Session on Tuesday, November 12, 2019, at Central Office in the Board Room at 4:02 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 Charlotte Sebold 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:

The Board reviewed the Executive Session minutes from the October 8, 2019, meeting. Tom Woods made a motion to approve the minutes, and Monica Rinker 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. Non-Certificated Personnel

   Dr. Jane Wildesen, Director of Human Resources, shared with the Board non-certificated employees that were recently hired.

b. Employee Investigation

   Dr. Wildesen provided an update on an employee investigation.

c. Employee Appeal

   Ms. Baker provided an update on an employee appeal.

The Board considered these matters but did not take any action on these topics.

III. Negotiations

a. Composition of Negotiation Teams

   Dr. Jane Wildesen, Director of Finance, and Mrs. Alison Sweitzer, Director of Finance, presented the recommended composition of the 2020-2021 Garrett County Board of Education Negotiation Teams to the Board for approval. Tom Woods made a motion to accept the proposed composition of the 2020-2021 Garrett County Board of Education Negotiation Teams. Monica Rinker seconded the motion. The Board unanimously approved the motion with a yea vote from Monica Rinker, Charlotte Sebold, Rodney Glotfelty, and Tom Woods.

b. Healthcare Coalition

   Mrs. Sweitzer, Director of Finance, provided an update on the Healthcare Coalition. The Board considered this information but took no action on this matter.

IV. Legal

The Board sought legal guidance on capital funding and spending requests. 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

The Board recessed the Executive Session at 5:35 p.m. The Board returned to Executive Session at 9:40 p.m. to continue Administrative Function topic discussions. Tom Woods made a motion to adjourn the Executive Session, and Rodney Glotfelty seconded the motion. The Board unanimously approved adjourning the Executive Session at 10:51 p.m. with a yea vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Tom Woods.

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

Closed Session Summary for December 3, 2019 Meeting

The Board of Education met in an Executive Session on Tuesday, December 3, 2019, at 4:00 p.m. in Room 103 of the GIEC Building at Garrett College for the purpose of administrative function.

The Board met as an administrative function to evaluate its Board member relations, community relations, superintendent relations, and fiscal management. No action was taken at this meeting.

The Board concluded its business and the meeting adjourned at 7:00 p.m.
Present for the meeting were Dr. Matthew Paugh, Board President; Mr. Tom Woods, Vice President; Board members: Mr. Rodney Glotfelty, Mrs. Monica Rinker, and Mrs. Charlotte Sebold and Mrs. Barbara Baker, Secretary-Treasurer/Superintendent of Schools.

G. Announcements
Dr. Paugh shared upcoming school-based events and meetings.

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<tr>
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<tr>
<td>Dec 11</td>
<td>Staff Development</td>
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<td>3 Hour Early Dismissal</td>
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<tr>
<td>Dec 20</td>
<td>3 Hour Early Dismissal</td>
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<tr>
<td>Dec 23 - Jan 1</td>
<td>Winter Break (Schools Closed)</td>
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<td>Jan 2</td>
<td>School Reopen</td>
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3. Recognitions
A. NGHS Girls Cross Country Team - State Champions
Dr. Matthew Paugh, Board President, recognized the Northern Garrett High School Girls Cross Country Team for winning the 1A Maryland State Championship on Saturday, November 9, 2019, at Hereford High School in Parkton, Maryland. Northern finished with five girls in the top 20.

B. Positive Behavioral Interventions and Supports (PBIS) Gold and Silver Award Schools
Mr. Tom Woods, Board Vice President, recognized schools that have received the Positive Behavioral Interventions and Supports (PBIS) Gold and Silver Recognition Awards. Broad Ford Elementary and Grantsville Elementary received Gold status awards, and Northern Middle School received Silver status award. Representatives from each school were present at the meeting.

4. Continuing Business
Strategic Facilities Committee Recommendations and Final Report – Action
Dr. David Lever, Facilitator for the Strategic Facilities Committee (SFC), presented the final report of the facility recommendations for capital projects and other actions.

Dr. Paugh stated that the Board would take action on the report, but it would not take action on any of the SFC recommendations. The 100+ page report provided a background of the Strategic Facilities Plan, special considerations regarding the schools, the planning process, the strategic facility recommendations, and funding sources. The report also included several supporting documents which included data regarding Garrett County, community engagement sessions, school enrollments and projections, deferred maintenance, operational costs, and school utilization.

The Strategic Facility Plan recommendations included the following:

I. Joint Capital Planning Group
II. Capital Improvement Projects
   a. Security
   b. Disruptive Behavior
   c. Building Systems
   d. Open Space Classrooms
III. Fiscal Year 2021 Capital Improvement Program
IV. Single High School Committee or Workgroup
V. Southern Middle School/Broad Ford Elementary Project and Related Actions
   a. Southern Middle School/Broad Ford Elementary Project
   b. Redistricting and/or Grade Reconfiguration
   c. Capital Projects
      i. Head Start
   d. Schools with Multiple Educational Space and Building Deficiencies
   e. Relocate Board of Education Office
   f. Dennett Road Facility
VI. Funding Recommendations
   a. Adjust The State-Local Capital Funding Formula
   b. Relocate the Board of Education Offices
   c. Investigate Methods to Increase Local Funding for School Construction Projects
   d. Identify Joint Board/County Functions
   e. Identify Joint Users of Available School Spaces

Dr. Lever stated that keeping the current school configuration and student assignments is a possible choice; however, there are several consequences to this choice. They include:
- Inequities between north and south will persist
- Inefficiency in operations will persist
- Declining physical plant
- Potential reduction of State capital funding

He stated the strategic plan of the SFC offers an alternative including:
- Feasible projects that address immediate needs: safety, educational programs, building conditions
- A process leading to objective, fair decisions on major issues
   - Southern Middle/Broad Ford Elementary: A range of options, scopes, and costs
   - Redistricting/Grade Band Reconfiguration: Consequences for equity, educational programs, and funding
   - Funding: Connection to operations, capital improvements, and school closures
   - Further capital projects

Dr. Paugh once again emphasized that the evening’s Board vote would be to accept the Strategic Facilities Committee Final Report, but the vote would not include action on the recommendations at this time. Dr. Paugh stated the Board will review each of the recommendations and may take action on them individually at later Board Meetings. He encouraged the public to review the upcoming monthly meeting agendas for updates on recommendations that will be considered.
Monica Rinker made a motion to accept the SFC final report for consideration, and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

5. Public Comments

- Ms. Crystal Boal and Ms. Jennifer Paugh, members of the Strategic Facilities Committee, discussed concerns regarding their participation on the SFC and the SFC’s final report.
- Mr. Spencer Schlosnagle, mayor of Friendsville, addressed the Board regarding closing schools, overcrowding issues at schools, and maintenance issues at schools.
- Mr. Steven Hughes, parent, addressed the Board regarding school closures.
- Ms. Beth Scott, parent, stressed the value of community schools.
- Ms. Nicole Christian, president of the Garrett County Chamber of Commerce, spoke to the Board regarding the Kirwan commission funding and the development of a long term strategic plan.

6. Policies and Procedures

A. IKABB Reporting Student Progress in Garrett County Schools Policy - Action

Mrs. Karen Devore, Executive Director of Curriculum, Instruction, and Administration, presented the revised IKABB policy to the Board for their approval. The policy was revised to include current grading practices and to include all grade levels. Tom Woods made a motion to approve the revisions to Policy IKABB, and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

B. IKABA Grading and Reporting Practices Elementary Schools, Grades K-5 Procedure

Based on the Board’s approval of the revisions to IKABB Reporting Student Progress in Garrett County Schools Policy, Mrs. Devore informed the Board that IKABA Grading and Reporting Practices Elementary Schools, Grades K-5 Procedure would be retired. The revised IKABB Policy and Procedure provide current grading and reporting practices for all grade levels.

8. 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. Rodney Glotfelty attended the Maryland Association of Boards of Education’s Legislative Committee Meeting in November and shared details with the Board. Mrs. Monica Rinker recently attended a benefit fundraiser at Southern Middle School.

9. Informational Items

A. December 2019 School Activities

B. December 2019 Home and School Connection

11. Recess and Adjournment

Tom Woods made a motion to adjourn the Public Session, and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

The Board adjourned the Public Session at 9:00 p.m.