Board Members present included Mr. Matthew Paugh, Board President; Dr. Nathan Sorber, Board Vice President, and Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. 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; Mrs. Alison Sweitzer, Director of Finance; Mrs. Penny Proudfoot, Director of Elementary Education; Mr. Jim Morris, Supervisor of Research, Evaluation, and Public Information; Dr. Phil Lauver, Supervisor of Pupil Services; Mrs. Rebecca Aiken, Nurse Manager; and Ms. Katherine Catulle, Student Board Member.

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

1. Opening

A. Opening of Meeting

Mr. 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

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

D. Executive Session - Closed to the Public

December 11, 2018, Executive Session Summary:

The Board of Education met in an Executive Session on Tuesday, December 11, 2018, at Central Office in the Board Room at 4:08 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 topic, pursuant to §3-305(b)(7); and administrative function topics, which are 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.

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

I. Executive Session Minutes:

The Board reviewed the Executive Session minutes from the November 14, 2018, meeting. Tom Woods made a motion to accept the minutes, and Nathan Sorber 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.

II. Negotiations pursuant to §3-305(b)(9):

Dr. Jane Wildesen, Director of Finance, and Mrs. Alison Sweitzer, Director of Finance, discussed parameters for negotiations with the various unit groups. The Board discussed parameters for the GASA group.

III. Legal Topic pursuant to §3-305(b)(7):

Mr. Brandon Hoover, Board Attorney, provided legal advice regarding the Maryland Board of Physicians and former athletic personnel.

The Board directed the Superintendent to consult with the school system’s attorney and to provide the Board with additional information.

IV. Administrative Function pursuant to §3-103(a)(1)(i):

The Board discussed various administrative function topics. The Board considered all of the administrative function topics but no actions were taken by the Board.

IV. Recess and Adjournment

The Board recessed the Executive Session to return to the Public Session at 6:06 p.m. The Board returned to Executive Session at 8:47 p.m.

Tom Woods made a motion to adjourn the Executive Session, and Nathan Sorber seconded the motion. The Board unanimously approved adjourning the Executive Session at 9:30 p.m., with a yea vote from Charlotte Sebold, Monica Rinker, Nathan Sorber, and Tom Woods.

Board Members present included Mr. Matthew Paugh, Board President; Dr. Nathan Sorber, Board Vice President; and Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods.

2. Welcome
A. Re-Opening of Public Session
The Public Session reconvened at 6:10 PM.

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
Tom Woods made a motion to approve the public session agenda, and Nathan Sorber seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

E. Approval of the November 14, 2018, Public Session Minutes - Action
Tom Woods made a motion to approve the November 14, 2018, Public Session minutes, and Nathan Sorber seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

F. Closed Session Summaries
Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the November 14, 2018, Board Meeting.

November 14, 2018 Executive Session Summary:
The Board of Education met in an Executive Session on Wednesday, November 14, 2018, at Central Office in the Board Room at 4:08 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 topic, 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.

Tom Woods 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, Nathan Sorber, and Tom Woods. The closed session began at 4:08 p.m. The topics discussed and actions taken include the following:

I. Executive Session Minutes:
The Board reviewed the Executive Session minutes from the October 9, 2018, meeting. Tom Woods made a motion to accept the minutes, and Monica Rinker 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.

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

a. Professional Leave Requests
Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented two professional leave requests for the Board’s approval.

Tom Woods made a motion to accept the JROTC School of Cadet Commands (JSOCC) professional leave request, and Nathan Sorber 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.

Charlotte Sebold made a motion to approve the School Library Journal (SLJ) Leadership Summit professional leave request, and Monica Rinker 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.

b. Personnel Update
Dr. Jane Wildesen, Director of Human Resources, shared the non-certificated employees that were recently approved by the Superintendent.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>LOCATION</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jackie Wright</td>
<td>Secretary IV</td>
<td>SX</td>
<td>November 1, 2018</td>
</tr>
<tr>
<td>Robin Morgan</td>
<td>PT Cafeteria Assistant</td>
<td>SH</td>
<td>November 19, 2018</td>
</tr>
<tr>
<td>Brant Green</td>
<td>PT Cafeteria Assistant</td>
<td>NX</td>
<td>November 13, 2018</td>
</tr>
<tr>
<td>Heather Walker</td>
<td>PT Cafeteria Assistant</td>
<td>SH</td>
<td>November 26, 2018</td>
</tr>
</tbody>
</table>

The Board took no action on this matter.

c. Superintendent Evaluation and Goals
The Superintendent discussed the Board’s evaluation and shared her goals for the current school year. The Board took this matter under consideration, but did not take any action on this topic.

IV. Negotiations pursuant to §3-305(b)(9):
a. 2018-2019 GCBOE Negotiation Team
Dr. Jane Wildesen, Director of Human Resources, and Mrs. Alison Sweitzer, Director of Finance, presented the recommended composition of the 2018-19 Garrett County Board of Education Negotiation Teams to the Board for their approval.

The Board discussed the composition of the teams. Tom Woods made a motion to modify the composition of the GASA negotiation team with an addition of required evaluations and recommendations by the Superintendent for specific executive team personnel. Monica Rinker seconded the motion. The Board unanimously approved the motion with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Tom Woods made a motion to approve the composition of the other negotiation teams, 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.

b. Presentation
Dr. Wildesen and Mrs. Sweitzer provided an overview of the negotiation process for FY2018-19.

V. Legal Topic pursuant to §3-305(b)(7):
Mr. Brandon Hoover, Board Attorney, provided a recommendation to the Board regarding liability insurance coverage for temporary employees. The Board took this matter under consideration, but did not take any action on this topic.

VI. Administrative Function pursuant to §3-103(a)(1)(i):
The Board discussed various administrative function topics. The Board considered all of the administrative function topics, but no actions were taken by the Board.

VII. Adjournment
Tom Woods made a motion to adjourn the Executive Session, and Monica Rinker seconded the motion. The Board unanimously approved adjourning the Executive Session at 8:55 p.m., with a yea vote from Charlotte Sebold, Monica Rinker, and Tom Woods.

Board Members present included Mr. Matthew Paugh, Board President; Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. Dr. Nathan Sorber, Vice President, joined the meeting via a conference phone until 8:20 p.m.

G. Announcements
Ms. Barbara Baker, Superintendent, shared upcoming events and activities with the Board and public:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dec. 21</td>
<td>3 Hour Early Dismissal for Students</td>
</tr>
<tr>
<td>Dec. 24 - Jan. 1</td>
<td>Winter Break (Schools Closed)</td>
</tr>
<tr>
<td>Jan. 2</td>
<td>Schools Reopen</td>
</tr>
</tbody>
</table>

Ms. Baker mentioned that there were various events including holiday programs and concerts at the schools throughout the month and to reference the school activities calendar for more information.

3. Recognition

A. National Board Certification Teachers - Ms. Katelyn O'Brien and Ms. Sandy Coluzzi
Dr. Sorber recognized Ms. Katelyn O'Brien and Ms. Sandy Coluzzi for certifying as National Board Certification Teachers. Ms. Coluzzi was not able to attend the Board meeting.

Recognized as the "gold standard" in teacher certification, the National Board believes higher standards for teachers mean better learning for students. Candidates must demonstrate advanced knowledge, skills, and practice in their individual certificate area by completing four components: three portfolio entries and a computer-based assessment.

Twelve (12) Garrett County Public School teachers have obtained National Board Certification status.

4. Curriculum, Instruction, and Administration (CIA) Report

A. Route 40 Elementary School Presentation
Mrs. Karen Devore, Executive Director of Curriculum, Instruction, and Administration, and Mrs. Candy Maust, principal of Route 40 Elementary School, presented updates on Route 40 Elementary Schools' Multi-Tiered Systems of Support including personalized learning options in a small school.

Students spoke to the Board regarding their learning methods. One student spoke about how she learns to read and speak words using methods of the Orton Gillingham program. Another student spoke to the Board regarding how he learns to build things and solve problems. A third student spoke about things that she learns in her enrichment class.

Mr. Mitchell Hall, teacher, also spoke to the Board about the Autonomous Learner Model. One of the goals of the program is to help students become more creative thinkers.

B. 2017-18 Assessment Data Review - Information
Mr. Jim Morris, Supervisor of Research, Evaluation, and Public Information, provided an update on the 2017-18 Assessment Data. The Elementary results included PARCC English/Language Arts and Mathematics. The secondary results included
PARCC, PSAT, SAT, ACT, and AP assessments.

C. ESSA Star Rating – Information
Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented the results of the new Maryland Report Card five-star rating system. The Maryland State Department of Education recently released a new accountability report card for every school in the state of Maryland, designed to measure the success of schools and identify areas for improvement.

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

6. Policies and Procedures

A. IHCH Robotics Program Policy and Procedure - Action
Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented the new IHCH Robotics Program Policy and Procedure to the Board for their approval. Mr. Woods made a motion to approve IHCH Robotics Program Policy and Procedure. Since there was not a second, the motion was not considered. The policy and procedure will be available for feedback for a month. The Board will consider taking action on the policy at the January Board Meeting.

B. JLCE First Aid and Emergency Medical Care Policy, Procedure, and related forms
Mrs. Rebecca Aiken, Nurse Manager, presented the revised JLCE First Aid and Emergency Medical Care Policy, Procedure, and related forms to the Board for their first review. The policy and procedure were revised to reflect the current first aid and emergency care procedures that are implemented in the school system which are required by state regulations, Maryland State Department of Education, and the Maryland Department of Health and Mental Hygiene.

7. Continuing Business

A. RFP for Strategic Planning Consultant
Mr. Matthew Paugh, Board President, discussed the Board’s Request for Proposal (RFP) for a strategic planning consultant for the school system. A motion was made by Monica Rinker to approve the draft RFP for Strategic Planning Consultant. Tom Woods seconded the motion. Final Resolution: Motion Carries in a 3-0 vote; Yea: Tom Woods, Charlotte Sebold, Monica Rinker and Abstain: Nathan Sorber

The RFP will be released by the Board and proposals will be accepted until January 3, 2019. The Board will provide an update at the January Board meeting regarding the response.

8. New Business

A. Elementary Band Textbook Series
Mrs. Penny Proudfoot, Director of Elementary Education, and Mrs. Heather Roth, Music Teacher, presented elementary level band textbooks to the Board for their review. The series published by GIA Publications, Inc., is called “Do It! - Play in Band” and is for Elementary 4th and 5th graders. Students participating in band will purchase their own band books. The music textbooks including the teachers and parent guide will be available for review at the Central Office and Accident Elementary for a month for parents and public to review and provide feedback.

B. 2018-2019 School Calendar
Dr. Jane Wildesen, Director of Human Resources, and member of the Calendar Committee, asked the Board to consider asking the Maryland State Board of Education to grant a conditional waiver to open schools on February 19, 2019, Presidents’ Day. The request is due to the three (3) school closings due to inclement weather and possible further school closings. GCPS has an average of 10 closings each school year due to inclement weather. She included the school system’s approved calendar which includes ten (10) total inclement weather make-up dates: eight (8) at the end of the school year (May 31-June 3-11) and two (2) additional days identified in our published calendar as possible make-up days (February 19 and April 22).

Tom Woods made a motion to request February 18, 2019, as a waivered school day. Charlotte Sebold seconded the motion. Final Resolution: Motion Carries in a 3-0 vote. Yea: Tom Woods, Charlotte Sebold, Monica Rinker; Abstain: Nathan Sorber

C. Rescission of MOU Regarding Carryover
The Board discussed the rescission of Memorandum of Understanding (MOU) with the Garrett County Board of Commissioners regarding carryover and fund balance requirement.

A motion was made by Charlotte Sebold to request a withdrawal from the MOU with the Garrett County Board of Commissioners regarding carryover and fund balance requirement. Monica Rinker seconded by Monica Rinker. Final Resolution: Motion Carries in a 3-0 vote. Yea: Tom Woods, Charlotte Sebold, Monica Rinker; Abstain: Nathan Sorber

9. Board Business

A. Student Board Member Report
Ms. Katherine Catulle, Student Member of the Board, provided an update on school activities at the middle and high schools as well as student activities of the Garrett County Association of School Council (GCASC).

B. Board Member Updates
Board members discussed various school related activities they attended including school visits with the Superintendent, holiday school programs, high school theatre performances, and the Western Maryland Delegation Breakfast. Dr. Sorber
thanked the Board for working with him in support of the school system and urged them to continue striving for what's best for the students.

9. Informational Items
   A. December 2018 School Activities
   B. December 2018 Home and School Connection

10. Recess and Adjournment

   The Board recessed the Public Session at 8:46 p.m. The Board returned to the Public Session at 9:30 p.m.

   A motion was made by Tom Woods to adjourn the meeting, and Nathan Sorber seconded the motion. Final Resolution: Motion Carries with an unanimous vote from the Board; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber.

   The Board meeting adjourned at 9:31 p.m.