Board Members present included Mr. Thomas Carr, President; Mr. Rodney Reckart, Vice President, Board Members: Mr. Matthew Paugh, Mrs. Cynthia Downton and Mrs. Charlotte Sebold. Also present for the meeting: Dr. Janet Wilson, Secretary - Treasurer / Superintendent of Schools, Ms. Adriana Fratz, Student Board Member; Mrs. Barbara Baker, Assistant Superintendent of Educational Services; Mr. Tim Thornburg, Director of Human Resources and Employee Relations, Mr. Larry McKenzie, Director of Finance and Ms. Miriam Sincell, Attorney for the Board.

The meeting was held at the Central Office in the Board room. The meeting was called to order by the President at 4:01 p.m.

1. Opening

A. Move to Executive Session
Mr. Rodney Reckart made a motion to move into executive Session. Mrs. Downton seconded the motion. The Board unanimously approved the motion to go into executive session.

B. Executive Session - Closed to the Public
The Board of Education met in an executive session on Wednesday, December 10, 2014 at central office at 4:05 p.m. under authority of §3-305 of the General Provisions of the Annotated Code of Maryland to discuss personnel items including three field trip requests, negotiation parameters and employee wellness updates. They also discussed administrative function topics including College and Me, volunteers / mentors, dual enrollments, basketball officials, new Board member roles, school calendar, email signature template and the Southern High School issue.

Board Members present included Mr. Thomas Carr, President; Mr. Rodney Reckart, Vice President, Board Members: Mr. Matthew Paugh, Mrs. Cynthia Downton and Mrs. Charlotte Sebold. Also present for part or all of the meeting: Dr. Janet Wilson, Secretary - Treasurer / Superintendent of Schools; Mrs. Barbara Baker, Assistant Superintendent of Educational Services; Mr. Tim Thornburg, Director of Human Resources and Employee Relations; Mr. Larry McKenzie, Director of Finance and Ms. Miriam Sincell, Attorney for the Board. The Board recessed the Executive Session at 5:25 p.m. to begin their public work session meeting.

2. Welcome

A. Call to Order
Mr. Thomas Carr, President, called the meeting to order at 5:36 p.m.

B. Moment of Silence

C. Pledge of Allegiance – Led by Ms. Adriana Fratz, Student Board Member

D. Work Session Agenda - Action
Resolution: Approval of the Work Session Agenda
Motion was made by Matthew Paugh and seconded by Rodney Reckart.
Final Resolution: Motion Carries; Yea: Matthew Paugh, Cynthia Downton, Charlotte Sebold, Rodney Reckart

E. Closed Session Summary
Dr. Wilson read the Closed Session Summary for the November 17, 2014 meeting:
The Board of Education met in an executive session on Monday, November 17, 2014 at Central Office at 4:05 p.m. under authority of §3-305 of the General Provisions of the Annotated Code of Maryland to discuss personnel items including a professional leave request and two field trip requests. They also discussed administrative function topics including calendar committee composition, negotiations committee, MOU for early retirement, substitute shortage issues, new Board member invitations and superintendent contract.

The Board adjourned the Executive Session at 5:46 p.m. to begin their public work session meeting.

Board Members present included Mr. Thomas Carr, President; Mr. Rodney Reckart, Vice President, Board Members: Mr. Matthew Paugh, Mrs. Cynthia Downton, Mrs. Charlotte Sebold and Dr. Janet Wilson, Secretary - Treasurer / Superintendent of Schools. Also present for part or all of the meeting: Mrs. Barbara Baker, Assistant Superintendent of Educational Services; Mr. Tim Thornburg, Director of Human Resources and Employee Relations; Ms. Adriana Fratz, Student Board Member.
3. Policies and Procedures

A. JQB Student Meal Charge Policy and Procedure - New
Mr. Scott Germain, Supervisor of Food and Nutrition Services, introduced this new policy and procedure for the student meal charges. The school system did not have a policy and procedure to address the outstanding charges of the student meals.

B. EEAEAA Bus Accident Response Plan Policy and Procedure - New
Mr. Ed Wildesen, Director of Transportation, introduced this new policy and procedure for the staff to follow for bus accidents and incidents.

C. JFABE, Admission / Re-admission of Expelled Students Policy and Procedure - Revised
Dr. Lauver, presented the JFABE, Admission / Re-admission of the Expelled Students Policy and Procedure to the Board with revisions based on updates in COMAR requirements. Current requirements state that during the period of suspension or expulsion, students will be provided with comparable educational services and appropriate behavioral support services to promote successful return to the student’s regular academic program.

D. GBGC, Recognition of Employee Service Policy - Revised
Mr. Tim Thornburg, Director of Human Resources and Employee relations, presented revisions to the Policy GBGC Recognition of Employee Service to the Board.

E. IKD, Honor Roll Procedure - Revised
Mrs. Baker presented revisions to the Procedure IKD Honor Roll. The updates were to remove the full-time requirement for honor roll designation at the high school level.

4. New Business

A. PARCC Technology Update
Mr. Jeff Gank, Director of Information Technology, presented the PARCC Technology Update to the Board. He provided the report of technology in schools as it relates to testing as well as instruction. There has been a significant increase in technology devices in the schools due to grants and school/county budgets. This has helped the schools immensely to meet the demands of state testing. Other milestones included in the technology advances are attributed to Broadband connectivity, WiFi Expansion, video conferencing and Web 2.0 Collaboration.

B. Board Member Handbook
Mr. Carr, Board President, introduced a draft of the Board Member Handbook. The members discuss revisions and additions to the document. The members also recommended that the handbook go to the Policy Committee for further revisions, additions, and discussion.

5. Continuing Business

A. GCPS System's Participation in the Economic Impact Study (EIS)
Mr. Larry McKenzie, Director of Finance, presented the Garrett County Public Schools System participation in the Economic Impact Study for the western region. Allegany, Carroll, Washington and Frederick County Boards of Education have all approved their participation in the study.

B. Legislative Agenda
Mr. Reckart approved the agenda and Mrs. Downton seconded the motion. Mrs. Sebold made a motion to amend the motion to add “request additional state funding to be delegated to the Local Education Authority (LEA)”. Mrs. Downton seconded the motion. The Board unanimously approved the agenda topics as amended.

C. Substitute Pay Rates
Mr. Tim Thornburg, Director of Human Resources and Employee Relations, presented the Substitute Pay Rates to the Board once again for their review and discussion. Mr. Thornburg is recommending increases for substitute teachers and substitute instructional assistants.

D. Southern Middle School Renovation - Design Development Phase
Mr. William Swift, Director of Facilities, Maintenance, Operations and Security, stated that they are now in the Design Development Phase for the Southern Middle School Renovation and introduced Mr. Mike Gehr, Principal of Bushey Feight Morin Architects, to present the design to the Board. The design phase includes layout of the schools with specific sections, departments, and rooms identified. They have added over 800 square feet to the building, 108,200 square feet total. 26.4% efficiency space.
6. Public Comments

There was no public comment.

7. Adjourn Work Session

A. Adjourn the Meeting
Motion was made by Matthew Paugh and seconded by Rodney Reckart.
Final Resolution: Motion Carries; Yea: Matthew Paugh, Cynthia Downton, Charlotte Sebold, Rodney Reckart

The work session adjourned at 7:22 p.m.