

**Garrett County Board of Education  
40 S Second Street  
Oakland, MD 21550**

**SPECIAL BUDGET WORK SESSION MINUTES  
Tuesday, February 17, 2015**

**Board Members present included Mr. Matthew Paugh, President; Mrs. Charlotte Sebold, Vice President, Board Members: Mr. Thomas Carr, Mrs. Cynthia Downton and Mrs. Monica Rinker. 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, and Mr. Larry McKenzie, Director of Finance.**

**The meeting was held at the Central Office in the Board room.**

## **1. Welcome**

---

### **A. Call to Order**

**The meeting was called to order by Mr. Matthew Paugh, Board President at 6:30 p.m.**

### **B. Moment of Silence**

### **C. Pledge of Allegiance**

Mr. Paugh led the Board in the Pledge of Allegiance.

## **2. Continuing Business**

---

### **A. Draft Fiscal Year 2016 Budget**

Mr. McKenzie, Director of Finance, provided a second overview of the Draft FY2016 Budget to the Board. He reviewed the unrestricted expenditures by object than by category and explained the variances between FY2015 and FY2016.

### **B. Review of Maintenance Priorities**

Mr. William Swift, Director of Facilities, Maintenance, Operations, and Security, reviewed the maintenance priorities for FY2016 with the Board members. He stated that with the assistance of school administrators and maintenance staff, they were able to determine which facilities, maintenance and operations requests were needed and what the priority order/level should be. Priority level 1's were included in the proposed budget with exception of a few items which would be funded from other sources.

### **C. Calendar 2014-15**

Dr. Wilson provided an update on the School Calendar 2014-15 as of February 17, 2015. As GCPS did not reach the 10 inclement weather days by February 13, 2015; the Board decided to not use Monday, April 6, 2015 as an instructional make-up day (as was originally proposed at the January Board meeting if these conditions were met).

## **3. New Business**

---

### **A. Instructional Program Priorities**

Dr. Wilson introduced staff members who would be providing an overview of the instructional program priorities for FY2016 budget. Mrs. Barbara Baker, Assistant Superintendent of Educational Services, provided an overview of how the process was followed, how instructional priorities were determined and the outcome. She spoke in detail regarding the 6 recommended outcomes. Mrs. Baker also spoke about the textbook priorities that have been met and the future needs.

Mrs. Penny Proudfoot, Supervisor of Staff Development, Curriculum and Media Services, spoke to the Board regarding Schoolnet a web application the school system utilizes for assessment capabilities. This application is integrated with PowerSchool, the student database. Mrs. Proudfoot spoke about how the budget impacts instruction, which is necessary for Common Core instruction and teacher evaluations to be conducted properly.

**B. Instruction Technology Priorities**

Mr. Jeff Gank, Director of Information Technology, presented the technology priorities. He discussed the Fiscal Year 2015 progress that the school system made with technological advances.

Mr. Michael Warn, teacher at Yough Glades Elementary, provided an update on how the technological advances have positively impacted the teachers and students.

**4. Public Comments**

---

There was no public comment at the meeting.

**5. Executive Session**

---

**A. Recess to Executive Session**

Mr. Carr made a motion to recess the Work Session to go into Executive Session and Ms. Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Thomas Carr, Cynthia Downton, Monica Rinker, and Charlotte Sebold.

**B. Executive Session - Closed to the Public**

The meeting was recessed at 8:10 p.m. to go into Executive Session to discuss negotiations, administrative function topics: trespass order, employee discipline and post Labor Day Start; and Board Administrative topics: Board of Commissioner meeting, meeting with Garrett College Board of Education, and the MABE 2015 conference.

**C. Adjourn the Executive Session**

Mr. Carr made a motion to go back into the Work Session and Mrs. Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Thomas Carr, Cynthia Downton, Monica Rinker, and Charlotte Sebold.

The Board went back into the Business Session at 9:20 p.m.

**6. A&S Negotiations**

---

The Board voted to approve a language change in the A & S Negotiations.

Mr. Carr made a motion to approve the language change in the A & S Negotiations and Mrs. Downton seconded the motion. Final Resolution: Motion Carries; Yea: Thomas Carr, Cynthia Downton, Monica Rinker, and Charlotte Sebold

**7. Adjourn Work Session**

---

**A. Adjourn the Meeting**

Mrs. Rinker made a motion to adjourn the meeting and Mrs. Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Thomas Carr, Cynthia Downton, Monica Rinker, and Charlotte Sebold.

The meeting adjourned at 9:22 p.m.