

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

**BUSINESS SESSION
Tuesday, January 12, 2016**

Board Members present included Mrs. Charlotte Sebold, President; Mrs. Cynthia Downton, Vice President, Board Members: Mr. Thomas Carr, Mr. Matthew Paugh, Mrs. Monica Rinker, and Dr. Janet Wilson, Secretary -Treasurer / Superintendent of Schools. Also present for the meeting: Mrs. Barbara Baker, Assistant Superintendent of Educational Services, Mr. Tim Thornburg, Director of Human Resources and Employee Relations, and Mr. Jeff Gank, Director of Information Technology.

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

1. Business Meeting

A. Call to Order

Mrs. Charlotte Sebold, Board President, called the meeting to order at 8:21 p.m.

2. Consent Agenda

A. Approval of Consent Agenda

The consent agenda included the agenda, minutes from the December 8, 2015 Board meetings, a school bus Contract, a field trip, a professional leave request, a certificated staff request, and a Financing Resolution. Field trips and professional leave request included:

<u>School / Group or Class</u>	<u>Field Trip or Professional Leave</u>	<u>Date</u>
NGHS & SGHS FFA students and teachers	MD State FFA Convention (field trip)	June 27 – 29, 2016
Staff (2 CO and 1 SGHS)	LRP National Institute on Legal Issues of Educating Individuals with Disabilities (PLF)	April 24 – 27, 2016

A motion was made by Thomas Carr to approve the Consent Agenda and seconded by Matthew Paugh. Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

3. Superintendent's Report

A. Announcements

<u>Dates</u>	<u>Event</u>
January 12, 2016	End of second grading period
January 13, 2016	Professional Day - Students dismissed 3 hours early
January 18, 2016	Dr. Martin Luther King, Jr. Day - No School
January 21-22, 2016	Mountain Maryland PACE Conference, Lowes Hotel, Annapolis, MD
January 29, 2016	Staff Development - Students dismissed 3 hours early

4. Public Comments

There was no public comment at the meeting.

5. Continuing Business

A. EHAB IT Disaster Recovery Policy - Action

Mr. Jeff Gank, Director of Information Technology, presented the new EHAB IT Disaster Recovery policy to the Board for their second review and approval.

A motion was made by Cynthia Downton and seconded by Monica Rinker. Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

B. Federal Mileage Reimbursement Rate Change - Action

Mr. Tim Thornburg, Director of Human Resources, presented the federal mileage reimbursement rate change

from .575 to .54, effective January 1, 2016, to the Board for their approval.

A motion was made by Matthew Paugh to approve the rate change and seconded by Cynthia Downton. Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

6. Board Business

A. Student Board Member Report

Due to inclement weather, the Student Member of the Board, provided an electronic report which was read by the Board President. Ms. Frick discussed the various activities happening in the middle and high schools. A GCSCA meeting was recently held with discussions regarding the possible reasons and solutions for the declining enrollment in music/band courses and programs as well as challenges with scheduling AP classes.

B. MABE Report

Mr. Carr provided an update on recent MABE meetings and workshops. He attended the MABE PARCC workshop in December and attended the Legislative Committee meeting in January. Mr. Carr and Mr. Thornburg also attended the Legal Services meeting at MABE which addressed upcoming legislation. He also informed the Board that the MABE Legislative Luncheon is Friday, February 12, 2016.

C. Foundation Update

Mr. Carr provided an update on the Garrett County Public Schools Foundation. He stated that the goal is to have 8 charter members on the Foundation. With assistance from the Board attorney and Mrs. Alison Sweitzer, Staff Accountant, they developed a list of prospective charter members and mailed a letter to them on January 4, 2016. Mr. Carr stated he has received two positive responses. The tentative date for the Foundation meeting is March 9, 2016 at 5:00 p.m. in the CARC building conference room.

D. Board Member Activities

Ms. Monica Rinker stated she attended many of the holiday programs at the schools and enjoyed them immensely. Mrs. Sebold also attended many of the programs as well as the high school bocce ball tournaments, the opening of the high school robotics program which announced this year's challenge, Mr. Matthew Paugh attended an Orff instrument presentation and Mrs. Downton attended the Adams Family production at SGHS.

7. Board Annual Selection

A. Meeting Date, Time, and Place - Action

A motion was made by Matthew Paugh to approve the Board meeting on the second Tuesday of the month at 4:00 in the Board Room at Central Office. This motion was seconded by Thomas Carr. Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

B. March Board Meeting Date Change - Action

A motion was made by Thomas Carr to move the March Board meeting date to Monday, March 21, 2016 and seconded by Monica Rinker. Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

C. Audit Firm - Action

A motion was made by Cynthia Downton to approve The Rodeheaver Group, P.C. as the audit firm for the Board and Garrett County Public Schools. This motion was seconded by Thomas Carr. Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

D. Committee Assignments

The Board discussed and filled school system as well as MABE committee assignments for 2016.

E. Board Attorney – No Action

The Board received a letter from Ms. Miriam Sincell, Board Attorney, that she will be taking a new position and will be moving therefore she can no longer serve as the Board Attorney. The Board took this action item off of the agenda.

8. Informational Items

A. Home and School January 2016

B. January 2016 School Activities

C. The Steering Wheel Newsletter

9. Recess and Adjournment

A. Recess

The Board recessed the Business Meeting to go into Executive Session at 9:15 p.m. to discuss a Board

Administration topic. The Board returned to the Business Meeting to adjourn the Business Meeting at 10:12 p.m.

B. Adjourn the Meeting

A motion was made by Matthew Paugh to adjourn the meeting and seconded by Monica Rinker. Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

The Board returned to the Business Meeting at 10:11 p.m. and adjourned at 10:12 p.m.