

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

**BUSINESS SESSION
Tuesday, June 21, 2016**

Board Members present included Mrs. Charlotte Sebold, President, Mrs. Monica Rinker, Vice President; Board Members: Mr. Thomas Carr, Mrs. Cynthia Downton, Mr. Matthew Paugh, and Mr. Brandon Hoover, Board Attorney. Also present for the meeting: Dr. Janet Wilson, Secretary -Treasurer / Superintendent of Schools, Mrs. Barbara Baker, Assistant Superintendent of Education Services, Mr. William Swift, Director of Facilities, Maintenance, Operations and Security; Ms. Heather Raybold, Supervisor of Special Education Services, Ms. Amy Barnhouse, Interim Director of Human Resources and Employee Relations, Ms. Alison Sweitzer, Interim Director of Finance.

The meeting was held at Central Office in the conference room on the second floor.

1. Business Meeting

Call to Order

Mrs. Charlotte Sebold, Board President, called the meeting to order at 7:08 p.m.

2. Consent Agenda

Approval of Consent Agenda

The consent agenda included the following items: agenda, minutes from the May 19, 2016 meeting (Executive, Work and Business); professional leave request; and certificated staffing recommendation.

The professional leave request details are below:

<u>School / Group or Class</u>	<u>Field Trip or Professional Leave</u>	<u>Date</u>
Teacher (SGHS)	Code.org AP Computer Science Principles Training PLF	August 8 – 12, 2016

The Certificated Staffing recommendation is below:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Chelsey Saler	Teacher	Northern Garrett High School	August 23, 2015

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

3. Announcements

There were no announcements.

4. Public Comments

There was no public comment at the meeting.

5. Continuing Business

A. Special Education Staffing Plan - Action

Mrs. Heather Raybold presented the 2016-17 Special Education Staffing Plan for the Board to approve. A motion was made by Thomas Carr and seconded by Matthew Paugh. Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

B. FY2017 Paper Bid Order - Action

Ms. Alison Sweitzer presented the Paper Bid Order for FY2017 from Contract Paper Group, Inc. for the Board to approve.

Motion by Matthew Paugh to approve the Contract Paper Group bid and seconded by Monica Rinker.; Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

C. Budget Amendment - Action

Mrs. Sweitzer presented the budget amendment for the Board to approve. The following budget transfer requests were included in the budget amendment:

- Administration: Transfer \$75,000 from "Utilities" to "Salaries." These funds are necessary to meet contractually agreed upon salary obligations.
- Administration: Contracted Services- Transfer \$20,000 from "Instructional Supplies and Materials" to "Contracted Services." These funds are necessary to meet the contractually agreed upon cost of the MABE Superintendent Search plus expenses.
- Instruction: Instructional Equipment-Transfer \$12,500 from "Instructional Supplies and Materials" to "Instructional Equipment." This is for the purchase of a John Deere Gator for the Hickory location.
- Fixed Charges: Healthcare Costs- Transfer \$50,000 from "Instructional Supplies and Materials" to "Healthcare Costs." There were additional retirements over and above those budgeted for this year which has contributed to the increase in healthcare costs.

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

D. Adoption of FY2017 Budget - Action

Mrs. Sweitzer recommended the Board adopt the FY2017 Budget as presented at last month's Board meeting with an adjustment of \$20,000 less due to the lack of funding from local government.

A motion was made by Thomas Carr and seconded by Cynthia Downton. Final Resolution: Motion Carries in a 3 to 1 vote; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton; Nay: Monica Rinker

E. Math Textbook Adoption - Action

Ms. Barbara Baker, Assistant Superintendent of Educational Services, requested the Board adopt the recommended Math Curriculum - Pearson Envision 2.0 K - 12 Math Textbook Series.

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

F. Maintenance Project Bids (NGHS Stadium Lights and DR Maintenance Facility) - Action

Mr. William Swift, Director of Facilities, Maintenance, Operations and Security, requested the Board approve the bids for the NGHS Stadium Lights and for the Dennett Road Maintenance Facility.

A motion was made by Thomas Carr to approve the bid for the NGHS Stadium Lights Project and seconded by Cynthia Downton. Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

A motion was made by Cynthia Downton to approve the bid for the Dennett Road Maintenance Renovation Project Phase I and seconded by Monica Rinker. Motion Carries: Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

A motion by Thomas Carr was to approve the bid for the Phase 2 of the Dennett Road Maintenance Renovation Project and seconded by Cynthia Downton. Motion Carries: Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

G. Educational Facilities Master Plan - Action

Mr. William Swift, Director of Facilities, Maintenance, Operations and Security, requested the Board approve the Educational Facilities Master Plan.

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

H. SGHS - Parking Lot Lighting Project Bids - Action

Mr. William Swift, Director of Facilities, Maintenance, Operations and Security, requested the Board approve the bid for the Southern Garrett High School parking lot lighting project.

A motion was made by Cynthia Downton to approve the SGHS parking lot project with addition of flag pole and seconded by Matthew Paugh. Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

6. Board Business

A. MABE Report

Mr. Carr, Board Member, discussed the MABE conference planning meeting that he recently attended. Mr. Carr also thanked Dr. Janet Wilson for her exemplary service as Superintendent of GCPS.

B. Ratification of Employee Contracts - Action

Ms. Amy Barnhouse, Interim Director of Human Resources, recommended the Board ratify the Administrators and Supervisors (A & S) and Federation of Teachers, Head Custodians, and Cafeteria Managers tentative agreements. A motion was made by Matthew Paugh to accept the ratification of the A&S Association contract and seconded by Thomas Carr. Final Resolution: Motion Carries: Yea: Matthew Paugh, Thomas Carr, Cynthia Downton; Monica Rinker
Mr. Dan Bessig, Chief Negotiator for the A & S group and Mrs. Candy Maust, President of the A & S Association were present for the meeting to sign the contracts.

A motion was made by Matthew Paugh to accept the ratification of the Federation of Teachers, Head Custodians and Cafeteria Managers contracts. The motion was seconded by Monica Rinker. Final Resolution: Motion Carries: Yea: Matthew Paugh, Thomas Carr, Cynthia Downton; Monica Rinker

The contract for the Federation of Teachers, Head Custodians and Cafeteria Managers was already signed by the association representations prior to the Board meeting.

7. Informational Items

A. GCPS Performance Report 2014-15

8. Recess and Adjournment

A. Recess

The Board recessed the Business Session to return to the Executive Session at 7:49 p.m. to discuss the Personnel topic: Superintendent Search.

B. Adjourn the Meeting

The Board returned to the Business Meeting at 9:22 p.m. A motion was made by Thomas Carr to adjourn the Business Session and seconded by Matthew Paugh. Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

The Board adjourned the Business Session at 9:23 p.m.