

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

**BUSINESS SESSION  
Monday, December 12, 2016**

**Board Members present included Mrs. Charlotte Sebold, President, Mrs. Monica Rinker, Vice President; Board Members: Mr. Thomas Carr, Mrs. Cynthia Downton, and Mr. Matthew Paugh. Also present for the meeting were: Ms. Barbara Baker, Secretary -Treasurer / Interim Superintendent of Schools, Mr. Jim Morris, Supervisor of Supervisor of Research, Evaluation, Information, & Public Information, Heather Raybold, Supervisor of Special Education, Mr. Brandon Hoover, Board Attorney, and Ms. Sheyenne Tichnell, Student Member of the Board. The meeting was held at Central Office in the Board Room.**

**1. Business Meeting**

---

**Opening**

Mrs. Charlotte Sebold, Board President, called the meeting to order at 7:00 p.m.

**2. Consent Agenda**

---

**A. Approval of Consent Agenda**

The consent agenda included the following items: agenda, minutes from the November 10, 2016 Board meeting, field trips, and a certificated staffing recommendation.

The field trip requests included:

<b><u>School Group or Class or Staff</u></b>	<b><u>Field Trip or Professional Leave Request</u></b>	<b><u>Date</u></b>
SGHS Wrestling	Winters Mill Wrestling Tournament Field Trip	12/9/16 – 12/10/16
NGHS Wrestling	Winters Mill Wrestling Tournament Field Trip	12/9/16 – 12/10/16
SGHS JROTC	4th Brigade JROTC Best of the Best Rifle Match Field Trip	12/9/16 – 12/10/16
SGHS Wrestling	Musselman Duals Wrestling Tournament Field Trip	12/16/16 – 12/17/16
SGHS Girls Basketball	DMV Elite Governor's Challenge H.S. Basketball Tournament Field Trip	12/27/16 – 12/28/16
NGHS Wrestling	Catoctin Wrestling Tournament Field Trip	1/20/17 – 1/21/17
NGHS Wrestling	Thomas Wrestling Tournament Field Trip	1/27/17 – 1/28/17
NGHS & SGHS Student Council	NASC LEAD Conference Field Trip	2/3/17 – 2/5/17
NGHS JROTC	Baker Training Site Leader Training Field Trip	3/16/17 – 3/19/17

The staffing recommendation is listed below:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Location</u></b>	<b><u>Effective Date</u></b>
Penny Proudfoot	Director of Elementary Education	CO	1/2/2017

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

**3. Superintendent's Report**

---

**A. Announcements**

<b><u>Date</u></b>	<b><u>Event</u></b>
December 15	MABE Boardmanship Workshop: The Open Meetings Act MABE Office in Annapolis 9:00 am – 12:00 pm
December 23	3 Hour Early Dismissal for Students
December 24 - January 1	Winter Break (Schools Closed)
January 2	Schools Reopen

See December Calendar of Activities for various events including holiday programs and concerts at the schools throughout the month.

Mrs. Sebold and Board members recognized Mrs. Downton for her years of service as a Board Member.

#### **4. Public Comments**

---

There was no public comment at the meeting.

#### **5. Continuing Business**

---

##### **A. ILB Tests / Assessment Administration Policy - Action**

Mr. Jim Morris, Supervisor of Research, Evaluation, Information, & Public Information, presented the revised Policy ILB Tests / Assessment Administration to the Board for their consideration.

A motion was made by Matthew Paugh to approve the policy and seconded by Thomas Carr.

Final Resolution: Motion Carries; Yea: Matthew Paugh, Thomas Carr, Cynthia Downton, Monica Rinker

##### **B. KBBB Parent Surrogate Guidelines Policy - Action**

Ms. Heather Raybold, Supervisor of Special Education, presented the revised Policy KBBB Parent Surrogate Guidelines to the Board for their consideration.

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

#### **6. Board Business**

---

##### **A. Student Board Member Report**

Ms. Sheyenne Tichnell, Student Board Member, provided an update on student council and schools activities for the month. She also discussed a new GCASC committee formed to establish healthy eating habits and wellness challenges.

##### **B. MABE Report**

Mr. Thomas Carr, Board Member, provided an update on recent MABE meetings. He discussed the MABE Board of Directors Retreat and Board of Directors monthly meeting.

#### **7. Informational Items**

---

##### **A. December 2016 School Activities**

##### **B. December 2016 Home & School Connection**

#### **8. Recess and Adjournment**

---

##### **A. Recess**

The Board recessed the Business Session at 7:20 p.m. to go back into the Executive Session to discuss a personnel topic. The Board returned to the Business Session at 7:40.

##### **B. Adjournment**

Cynthia Downton made a motion to adjourn the Business Session, and Matthew Paugh seconded the motion. The Board adjourned the Business Session