Board Members present included Mr. Tom Woods, Board President; Mrs. Monica Rinker, Board Vice President; and Board Members: Mr. Rodney Glotfelty, Dr. Matthew Paugh, and Mrs. Charlotte Sebold. Also present for the meeting: Ms. Barbara Baker, Secretary -Treasurer / Superintendent of Schools; Mr. Brandon Hoover, Board Attorney; Dr. Jane Wildesen, Director of Human Resources and Employee Relations; Mrs. Alison Sweitzer, Director of Finance; Mr. Richard Wesolowski, Director of Facilities, Maintenance, Operations, Facilities, and Transportation; Mr. Jeff Gank, Director of Information Technology; Mrs. Penny Proudfoot, Director of Elementary Education; Dr. Phil Lauver, Supervisor of Pupil Services; and Mrs. Rebecca of Finance; Mr. Richard Wesolowski, Director of Facilities, Maintenance, Operations, Facilities, and Transportation; Mr. Jeff Gank, Director of Information Technology; Mrs. Penny Proudfoot, Director of Elementary Education; Dr. Phil Lauver, Supervisor of Pupil Services; and Mrs. Rebecca

The meeting was held at Dennett Road Educational Complex in the cafeteria.

1. Opening

A. Call to Order

Mr. Tom Woods, Board President, called the meeting to order at 4:02 p.m.

B. Public Comment

There was no public comment at this part of the meeting.

C. Move to Executive Session - Action

Matthew Paugh made a motion to recess the meeting to go into closed session, and this was seconded by Charlotte Sebold. Thereafter, the Board unanimously voted to go into closed session with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

The Board of Education met in an Executive Session on Tuesday, February 11, 2020, at Dennett Road Educational Complex in the Maintenance Department's meeting room at 4:14 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: review of Executive Session minutes; personnel topics, pursuant to §3-305(b)(1); negotiations topics, pursuant to §3-305(b)(9); and administrative function topics. Matthew Paugh made a motion to close the meeting, and Charlotte Sebold seconded the motion. Thereafter, the Board unanimously voted to close the session, with a yea vote from Rodney Glotfelty, Monica Rinker, Matthew Paugh, and Charlotte Sebold. The topics discussed in the closed session included the following:

I. Executive Session Minutes:

The Board reviewed the Executive Session minutes from the January 14, 2020, meeting and discussed minor changes. Charlotte Sebold made a motion to approve the minutes as amended, and Matthew Paugh seconded the motion. The Board approved the amended minutes: Yea vote: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh.

II. Personnel pursuant to §3-305(b)(1):

Professional Leave Requests

Dr. Jane Wildesen, Director of Human Resources, presented two professional leave requests (PLF) to the Board for their approval.

a. No Kid Hungry's 2020 Rural Child Hunger Summit PLF

Matthew Paugh made a motion to approve the professional leave request, and Rodney Glotfelty seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

b. National Child and Adult Care Food Program PLF

Monica Rinker made a motion to approve the professional leave request, and Charlotte Sebold seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

c. Staffing Update

Dr. Jane Wildesen provided the Board with an update on several staffing matters. The Board took these matters into consideration but did not take any action on these items.

III. Negotiations

a. Healthcare

Dr. Jane Wildesen, Director of Human Resources, and Mrs. Alison Sweitzer, Director of Finance, spoke to the Board regarding the rising healthcare costs. Mrs. Sweitzer also shared a draft MOU for the Healthcare Trust for the Board's review.

b. Salary Parameters

Dr. Wildesen and Mrs. Sweitzer shared the FY21 bargaining unit requested salary proposal with the Board.

The Board took these matters into consideration but did not take any action on these items.

IV. Administrative Function

Ms. Barbara Baker, Superintendent, discussed administrative function topics with the Board. The Board took these matters into consideration but took no action.

V. Recess and Adjournment

The Executive Session was recessed at 6:06 p.m. so that the Board could reconvene the Public Session. The Board returned to Executive Session at 8:42 p.m. Matthew Paugh made a motion to adjourn the Executive Session, and Charlotte Sebold seconded the motion. The Board unanimously approved adjourning the Executive Session at 10:29 p.m. with a yea vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Matthew Paugh.

Board Members present included Mr. Tom Woods, Board President; Mrs. Monica Rinker, Board Vice President; and Board Members: Mr. Rodney Glotfelty, Dr. Matthew Paugh, and Mrs. Charlotte Sebold. Mrs. Barbara Baker, Secretary -Treasurer / Superintendent of Schools; and Mr. Brandon Hoover, Board Attorney; were also present at the meeting. Mrs. Alison Sweitzer, Director of Finance, and Dr. Jane Wildesen, Director of Human Resources, were present for part of the meeting. Mrs. Karen Brewer, Executive Assistant to the Superintendent, was present at the meeting for the purpose of taking the minutes.

2. Welcome

A. Re-Opening of Public Session
Mr. Tom Woods, Board President, called the meeting to order at 6:13 p.m.

B. Moment of Silence

C. Pledge of Allegiance - Student Board Member
   Ms. Lillia Rose, alternate Student Member of the Board, led the Board and public in the Pledge of Allegiance.

D. Approval of the Agenda – Action

Matthew Paugh made a motion to approve the Public Session agenda, and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh

E. Approval of the Public Session Minutes – Action

The Board discussed minor revisions to the minutes. Matthew Paugh made a motion to approve the January 14, 2020, Public Session minutes as amended, and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh

F. Closed Session Summaries

Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the January 14, 2020, Board Meeting.

The Board of Education met in an Executive Session on Tuesday, January 14, 2020, at Central Office in the Board Room at 4:07 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: review of Executive Session minutes; personnel topics, pursuant to §3-305(b)(1); negotiations topics, pursuant to §3-305(b)(9); legal topics pursuant to §3-305(b)(7); and administrative function topics.

Matthew Paugh made a motion to close the meeting, and Monica Rinker seconded the motion. Thereafter, the Board unanimously voted to close the session, with a yea vote from Rodney Glotfelty, Monica Rinker, Matthew Paugh, and Charlotte Sebold. The topics discussed in the closed session included the following:

I. Executive Session Minutes:
The Board reviewed the Executive Session minutes from the December 10, 2019, meeting and discussed a minor addition. Matthew Paugh made a motion to approve the minutes as amended, and Charlotte Sebold seconded the motion. The Board approved the minutes: Yea vote: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh.

II. Personnel pursuant to §3-305(b)(1):
   Professional Leave Requests

Mrs. Karen De Vore, Executive Director of Curriculum, Instruction, and Administration, presented several professional leave requests (PLF) to the Board for their approval.

a. Rodney Glotfelty made a motion to approve the Institute for Multi-Sensory Education (IMSE) Orton-Gillingham (OG) professional leave request, and Matthew Paugh seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

b. Matthew Paugh made a motion to approve the IMSE OG Trainer Conference professional leave request, and Rodney Glotfelty seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

c. Matthew Paugh made a motion to approve the Creating Trauma Sensitive Schools (TSS) Conference professional leave request, and Monica Rinker seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

d. Rodney Glotfelty made a motion to approve the 49th Annual National Public Employer Labor Relations Association (PELRA) Conference professional leave request, and Matthew Paugh seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

e. Monica Rinker made a motion to approve the American Library Association (ALA) Midwinter Conference professional leave request, and Matthew Paugh seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Matthew Paugh.

III. Negotiations

a. Healthcare Presentation

   Mr. Mike Marchini, Business Unit President of Benefits & Retirement, and Ms. Rebecca Mowen Lewis, Senior Consultant, of CBIZ, presented a health and wellness report to the Board regarding the Garrett County Coalition as information for the Board to consider regarding healthcare negotiations.

b. Healthcare Trust / Coalition

   Dr. Jane Wildesen, Director of Human Resources, and Mrs. Alison Sweitzer, Director of Finance, shared a financial analysis report of the last five years for the Garrett County Employees Health Care Plan as information for the Board to consider regarding healthcare negotiations.

c. Salary Parameters

   Dr. Wildesen and Mrs. Sweitzer discussed FY 2021 estimated salary information for negotiations.

The Board took these matters into consideration but did not take any action on these items.

IV. Legal Opinion

Mr. Brandon Hoover, Board Attorney, presented the Board with a legal opinion relating to funding issues and a legal opinion regarding a breach of warranty claim. The Board took these matters into consideration but did not take any actions on the items.

V. Administrative Function

Ms. Barbara Baker, Superintendent, discussed administrative function topics with the Board. The Board took these matters into consideration but took no action.

VI. Recess and Adjournment

The Executive Session was recessed at 6:03 p.m. so that the Board could reconvene the Public Session. The Board returned to Executive Session at 8:45 p.m. Rodney Glotfelty made a motion to adjourn the Executive Session, and Matthew Paugh seconded the motion. The Board unanimously approved adjourning the Executive Session at 9:25 p.m. with a yea vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Matthew Paugh.

Board Members present included Mr. Tom Woods, Board President; Mrs. Monica Rinker, Board Vice President; and Board Members: Mr. Rodney Glotfelty, Dr. Matthew Paugh, and Mrs. Charlotte Sebold. Mrs. Barbara Baker, Secretary-Treasurer / Superintendent of Schools;
Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; and Mr. Brandon Hoover, Board Attorney; were also present at the meeting. Mrs. Alison Switzer, Director of Finance; Dr. Jane Wildesen, Director of Finance; and Mr. Richard Wesolowski, Director of Facilities, Maintenance, Operations, Facilities, and Transportation were present for part of the meeting. Mrs. Karen Brewer, Executive Assistant to the Superintendent, was present at the meeting for the purpose of taking the minutes.

G. Announcements

Ms. Baker shared upcoming school-based events and meetings.

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| Feb 13 | MABE Legislative Luncheon Day  
Miller Senate Building, 11 Bladen Street  
Annapolis, MD  
10:00 – 1:00 p.m. |
| Feb 17 | President’s Day  
Schools Closed |
| Feb 21 | 2nd Annual MSP/NRP Cool Schools Deep Creek Dunk  
Deep Creek Lake by Uno’s Restaurant |
| Feb 24 | MABE Board Service Academy: Open Meetings Act  
MABE Office in Annapolis, MD  
9:30 - 12:30 p.m. |
| Feb 25 | Staff Development Day  
3 Hour Early Dismissal for Students |
| Mar 3  | MABE Board Service Academy: Telling Your Story (A Guide for Board Communications)  
MABE Office in Annapolis, MD  
9:30 - 12:30 p.m. |

3. Curriculum, Instruction, and Administration (CIA) Report

**Route 40 Elementary School and IMSE Intermediate Report**

Mrs. Candy Maust, principal of Route 40 Elementary School, provided the Board with a report on the progress of Orton-Gillingham, a multi-sensory approach for teaching reading as implemented at Route 40 Elementary School. Staff have been trained by The Institute for Multi-Sensory Education (IMSE) through various staff development opportunities. The Board asked questions about the approach and completed a worksheet while Mrs. Maust demonstrated the literacy teaching.

4. New Business

**Seniors’ Last Day of School – Action**

Mrs. Stephanie Wesolowski, Supervisor of English Language Arts and Social Studies, requested the Board approve the seniors’ last day of school to be May 27, 2020. Matthew Paugh made a motion to approve the last day of school for seniors, and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh

5. Recognitions

**School Social Workers Week Proclamation - March 2-6, 2020**


6. Public Comment

Mr. Evan West, UniServe Director, spoke to the Board regarding concerns of staff and students’ physical safety.

Mr. Jennifer Paugh, parent, spoke to the Board regarding the Dennett Road Educational Complex and school safety matters.

7. Policies and Procedures

**A. 105.1 Potential Indicators to Accompany Goals of Garrett County Public Schools Procedure – Retire**

Mrs. Stephanie Wesolowski spoke to the Board regarding the retirement of 105.1 Potential Indicators to Accompany Goals of Garrett County Public Schools Procedure. This procedure does not reflect the current methods of data collection and reporting.

**B. JLCBA Health Requirements for Entry to School Policy and Procedure - Revised**

Mrs. Rebecca Aiken, Nurse Manager, presented the revised JLCBA Health Requirements for Entry to School Policy and Procedure to the Board for their first review. The policy and procedures were revised to include all of the eligibility requirements for school admission including immunization, lead testing, and health assessment. The policy and procedure reflect standards set by the Maryland Department of Health as defined in the Code of Maryland Regulations (COMAR). The Board will take action on the policy at the March 10, 2020, Board Meeting.

8. Continuing Business

**A. Health Materials**

Mrs. Rebecca Aiken, Nurse Manager, discussed the health materials that were presented at the January 14, 2020, Board Meeting. The materials include six online videos and four posters regarding various health matters and were scheduled to be voted on at this meeting to be included in next year’s health curriculum. The Board received several concerns from the public regarding the videos and possible access to inappropriate content.

Based on this feedback, Monica Rinker made a motion to table this action, and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh.

Ms. Baker stated the administration will address the concerns of the public regarding the videos and will allow further feedback from the public. The Board plans to take action on the health materials at the March 10, 2020, Board Meeting.

**B. FY2020-21 School Calendar – Action**

Dr. Jane Wildesen, Director of Human Resources, discussed the FY2020-21 School Calendar with the Board. The Calendar Committee recommends the August 26, 2020, start date but also provided another calendar for consideration with an August 31, 2020, start date.

The Board discussed both draft calendars. Rodney Glotfelty recommended the Board adopt the proposed calendar with the August 31, 2020, start date. Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Charlotte Sebold, Matthew Paugh
C. Quarterly Finance Report
Mrs. Alison Sweitzer, Director of Finance, presented the FY2020 second quarter report to the Board. She presented the unrestricted budget amounts compared to actual expenditures for second quarter as compared to second quarter in FY2019. She presented various department categories including, but not limited to, administration, mid-level administration, instructional salaries, instructional supplies, and special education.

D. 2020-21 Superintendent's Budget Priorities and Responses to Work Session Questions
Ms. Barbara Baker, Superintendent, responded to questions about the budget from the Board at the January 13, 2020, meeting. She stated the budget priorities will not be discussed at this time due to ongoing legislation and rising healthcare costs. Ms. Baker provided the budget timeline for FY2021.

Ms. Baker reminded the Board that her top priority for the budget is to focus on the behavior needs of all students. She responded to questions regarding the status of students in the STARS program and the current behavioral support at the elementary schools.

Ms. Baker also responded to questions regarding nonpublic placement, assistants on school buses for behavior, site licenses, Rachel's Challenge program, capital needs, and Strategic Facilities Committee priorities.

D. County Revenue Request - Action
Ms. Baker informed the Board that the County Commissioners are requesting the Board's request for funding for FY2021. They are inquiring if the Board will be requesting maintenance of effort and/or any one time only non-recurring funding.

Rodney Glotfelty made a motion for the Board to request Maintenance of Effort from the Garrett County Commissioners for the FY2021 Budget. Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Rodney Glotfelty, Charlotte Sebold, Matthew Paugh; Nay: Monica Rinker

9. Board Business
A. Student Board Member Report
Ms. Lillia Rose provided an update to the Board regarding student activities and Garrett County Association of Student Councils (GCASC) events.

B. Board Member Updates
Mr. Rodney Glotfelty shared information from the MABE Legislative Committee meetings and spoke about the status of some of the legislative bills.

10. Informational Items
A. February 2020 School Activities
B. February 2020 Home and School Connection

11. Recess and Adjournment
The Public Session recessed at 8:30 p.m. to return to Executive Session. The Board returned to Public Session at 10:29 p.m. to continue discussions on negotiations topics, pursuant to §3-305(b)(9); and administrative function topics.

Charlotte Sebold made a motion to adjourn the Public Session, and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

The Board adjourned the Public Session at 10:30 p.m.