

**SPECIAL BUSINESS SESSION MINUTES**  
**MEETING OF THE GARRETT COUNTY BOARD OF EDUCATION**  
**Oakland, MD 21550**

**Tuesday, May 23, 2014**

**Part I a – Call to Order**

Mr. Thomas Carr, President, called the meeting to order at 4:00 pm. The Board voted to move into Executive Session at 4:01 p.m. to discuss professional leave request and to consult with legal counsel regarding employee contracts under the authority of 10-503 and 10-508 of the State Government Article of the Annotated Code of Maryland.

Mr. Carr, President, reconvened the Business Session of the Board of Education at 4:37 p.m. Also in attendance were Mr. Rodney Reckart, Vice President; Mrs. Cynthia Downton, Associate Member; Mrs. Charlotte Sebold, Associate Member; Mr. Matthew Paugh, Associate Member; and Dr. Janet Wilson, Secretary -Treasurer / Superintendent of Schools. Ms. Miriam Sincell, Board Attorney; and Commissioner Bob Gatto, Ex-Officio Member were also present. The meeting was held at Southern High School in the gymnasium.

Also present at the meeting were Mrs. Barbara Baker, Assistant Superintendent of Educational Services; Mr. Larry McKenzie, Director of Finance; and Mr. Tim Thornburg, Director of Human Resources.

Mr. Thomas Carr, President, led a moment of silence after which Mr. Rodney Reckart, Board Vice President, led the assembly in the Pledge of Allegiance.

**Part I b– Consent Agenda**

Mr. Reckart made a motion to approve the consent agenda. Mr. Matthew Paugh seconded the motion. The board unanimously approved the agenda.

**Part II - Continuing Business**

Mr. Tim Thornburg, Director of Human Resources and Employee Relations, presented the second reading of the School Calendars for 2014-15 and 2015-16. At the last board meeting, the calendar committee presented the proposed two year calendar. Mr. Thornburg recommended the Board review the different items of the proposed calendar for 2014-15 and vote on each of these items separately.

Mr. Jim Morris, Public Information Officer and Supervisor of Research, Evaluation and Information submitted the public comments and feedback received by email, letters or social media. Mr. Thornburg provided the A & S comments regarding the school calendar as well for the board members to consider.

August 20, 2014 Start Date

The August 20<sup>th</sup> start date did not receive a motion by the board therefore was not approved. The August 25, 2014 start date was then presented to the Board. Mr. Matthew Paugh made a motion to start school on August 25, 2014, and Mrs. Cynthia Downton seconded that motion. Mrs. Sebold proposed a September 2<sup>nd</sup> start date as a counter proposal, however there was no second to this motion. The Board approved the August 25, 2014 date 3 to 1, Mrs. Sebold dissented.

#### The Professional Development half day each month

The Professional Development half day for each month was then discussed. Mr. Reckart made a motion to approve the half day and Mr. Paugh seconded that motion. The board unanimously approved the motion.

#### Autumn Glory Friday – Half Day for Students

The Friday of Autumn Glory (October 10, 2014) as a half day for students was then discussed. The Board did not vote on the Friday half day on October 10, 2014. Mr. Carr asked for a motion in lieu of this proposal. Mr. Paugh made a motion that the schools be closed on Friday, of Autumn Glory and Mr. Reckart seconded that motion. The Board unanimously approved the motion to close schools on October 10, 2014.

#### Parent-Teacher Conferences Flexible Schedule

The parent-teacher conferences flexible schedule was then presented. Mrs. Downton made a motion to approve the parent teacher day conferences. Mr. Paugh seconded the motion. Mrs. Sebold commented on concerns that the parents who work until 5:00 p.m. will not be able to schedule conferences in this new time frame. Mrs. Downton requested that the timeframe for parent teacher conferences be set to ensure offering school evening hours. The Board unanimously approved the motion with this amendment.

#### Thanksgiving Monday

The Calendar Committee proposed the Monday after Thanksgiving (December 1, 2014) as a school day and no longer a holiday. Mr. Rodney Reckart made a motion to approve this calendar change. Mr. Paugh seconded the motion. The Board unanimously approved the motion.

#### Winter Break Schedule

The next calendar item was for winter break to start on December 23, 2014, with a 3 hour early dismissal for students and for schools to re-open on Friday, January 2, 2015. The Board did not make a motion on this. Mr. Reckart made a motion to close as scheduled however to reopen the schools on Monday, January 5, 2015. Mrs. Downton seconded the motion. The Board unanimously approved the motion.

#### Professional Floating Day, January 12, 2015

The calendar committee recommended that January 12, 2015 be a floating Professional Day (due to inclement weather school closings). Mr. Reckart made a motion to approve this date. Mr. Paugh seconded the motion. The Board unanimously approved the motion.

#### Spring Break, March 30 – April 6, 2015

The calendar committee presented the spring break from Monday, March 30, 2015 to Monday April 6, 2015 with the first four days being possible make-up days for inclement weather school closings. Exceptions are

Friday, April 2, 2015 (Good Friday) and Monday, April 6, 2015 (Easter Monday) which will remain closed. Mr. Reckart made a motion to approve the Spring Break. Mrs. Downton seconded the motion. The Board unanimously approved the motion.

#### Winter Schedule – One Hour Delay

The calendar committee recommended a winter schedule from December 1, 2014 through March 31, 2015 with school opening one hour later and schools ending one hour later. The Board did not make a motion therefore no action was taken on this item.

Dr. Janet Wilson presented Policy BBGA, *Election Campaigns* for a second reading. Ms. Sincell recommended adding verbiage that reflects the distribution of material policy. She also recommended the policy define election campaigns and amended the policy to state that the Board prohibits the posting or distribution of campaign materials during school hours and school sponsored events. She also recommended the Board add verbiage that includes “employees or volunteers who are candidates or who are close relatives of candidates, must take special care not to engage in any campaigning while pursuing school duties, representing the Garrett County Public School System, or utilizing its resources, unless said resources are the use of school facilities at a previously-approved event through the Procedure KG, Use of School Facilities”. Mr. Reckart made a motion and Mrs. Sebold seconded the motion. The Board unanimously approved the policy with the amendments.

Procedure KG, *Use of School Facilities*, was revised and presented by Dr. Wilson for review by the Board. The procedure was updated to state that election candidates may use the facilities after hours in an open forum and that the Board prohibits posting or displaying political signs on land or in buildings owned or rented by the Board.

#### **Part IV – New Business**

The end of the year employee work schedule was presented by Dr. Wilson and Mr. Thornburg. Dr. Wilson recommended that the contract language specifying that teachers be released “one day after the student’s last day” be the course of action. Ms. Sincell stated the Board is bound by the teacher contract. She also noted that this contract wording has been in the contract for over 30 years and based on the number of student waiver days and its effect on the teacher work schedule. The language was negotiated out for 2014-15. Mr. Paugh moved that the last day for teachers be June 18, 2014 (which is the day after the student’s last day of school) and Mrs. Downton seconded that motion. The Board unanimously voted on the motion.

Dr. Wilson also made a motion that certain support staff’s last day be the same as the teachers (June 18, 2014). Mr. Reckart made a motion to approve this date, and Mr. Paugh seconded the motion. The Board unanimously approved the motion.


Mr. Thornburg noted that although the board adopted this recommendation this would not set a precedent for future school years.

**Part IV – Board Business**

Mr. Carr stated that they had four (4) very worthy candidates for student board members for next school year and completed interviews at the last board meeting. The Board is recommending that Adriana (Annie) Fratz be the 2014-15 student member of the board. Mr. Reckart made a motion, and Mrs. Sebold seconded the motion. The Board unanimously approved the new student board member.

**Part V – Adjournment**

Mr. Reckart made a motion to adjourn the Board meeting at 5:36 p.m.

  
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Mr. Thomas Carr, President

  
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Dr. Janet S. Wilson, Secretary/Treasurer

Approved: