A. Opening of Meeting
Mr. Matthew Paugh, Board President, called the meeting to order at 4:05 p.m.

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

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

D. Executive Session - Closed to the Public
The Board of Education met in an Executive Session on Tuesday, March 12, 2019, at Central Office in the Board Room at 4:09 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); collective bargaining/negotiations topics, pursuant to §3-305(b)(9); procurement topics, pursuant to §3-305(b)(14); and legal topics, pursuant to §3-305(b)(7).

Monica Rinker made a motion to close the meeting, and this was seconded by Tom Woods. Thereafter, the Board unanimously voted to close the session, with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods. The closed session began at 4:08 p.m. The topics discussed and actions taken include the following:

I. Opening
Mr. Paugh opened the meeting at 4:08 p.m.

II. Executive Session Minutes:
The Board reviewed the Executive Session minutes from the February 12, 2019, meeting. Tom Woods made a motion to accept the minutes, and Rodney Glotfelty seconded the motion. The Board unanimously voted to approve the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

III. Personnel pursuant to §3-305(b)(1):
a. Professional Leave Requests: Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented four professional leave requests to the Board for their approval.
   1.) SXSW EDU Conference & Festival
      Rodney Glotfelty made a motion to approve the professional leave request, and Charlotte Sebold seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.
   2.) No Kid Hungry’s Rural Child Hunger Summit
      Tom Woods made a motion to approve the professional leave request, and Monica Rinker seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.
   3.) American Commodity Distribution Association Annual Conference
      Tom Woods made a motion to approve the professional leave request, and Rodney Glotfelty seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.
   4.) NEA Leadership Summit
      Charlotte Sebold made a motion to approve the professional leave request, and Monica Rinker seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

b. Staffing Recommendations
Dr. Jane Wildesen, Director of Human Resources, shared a non-certificated employee that was approved by the Superintendent.

c. Personnel Realignment
Ms. Baker discussed changes to the organizational chart. She also discussed an involuntary transfer.

d. Personnel Updates
Dr. Wildesen shared a nonrenewal of contract matter with the Board.

e. Superintendent Goals Update
Ms. Baker provided the Board with an update on her personal Superintendent goals.

IV. Procurement
Strategic Facilities Plan Bid Responses
The Board received two responses to the Strategic Facilities Plan Bid request. One of the responses received was incomplete, therefore will not be considered. The Board will take action on the bid selection during the Public Session.

V. Negotiations pursuant to §3-305(b)(9):
Update
Dr. Wildesen and Mrs. Sweitzer provided an update on negotiations.

VI. Legal Topics pursuant to §3-305(b)(7):
a. Potential Breach of Warranty Claims Regarding Repairs at Various Schools
Mr. Hoover provided an update on this matter.

b. School Bus Lawsuit
Mr. Hoover shared a lawsuit that had been filed against a bus driver. Mr. Hoover stated that the school system’s insurance carrier will be providing legal guidance on this matter.

VI. Recess and Adjournment
The Board recessed the Executive Session to return to the Public Session at 6:05 p.m. The Board returned to Executive Session at 9:21 p.m.

Tom Woods made a motion to adjourn the Executive Session, and Charlotte Sebold seconded the motion. The Board unanimously approved adjourning the Executive Session at 10:09 p.m. with a yea vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Tom Woods.

Board Members present included Mr. Matthew Paugh, Board President; Mr. Tom Woods, Board Vice President; and Board Members: Mr. Rodney Glotfelty, Mrs. Monica Rinker, and Mrs. Charlotte Sebold. Ms. Barbara Baker, Superintendent, was also in attendance of the meeting. Mr. Brandon Hoover, Board Attorney; Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Dr. Jane Wildesen, Director of Human Resources; Mrs. Alison Sweitzer, Director of Finance; and Ms. Karen Brewer, Executive Assistant to the Superintendent, attended part of the meeting.

2. Welcome

A. Re-Opening of Public Session
The Public Session reconvened at 6:05 PM.

B. Moment of Silence

C. Pledge of Allegiance - Student Board Member
Mr. Danny Nickel, Student Representative, led the Board in the Pledge of Allegiance.

D. Approval of the Agenda - Action
Tom Woods made a motion to approve the agenda, and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

E. Approval of the February 12, 2019 Public Session Minutes - Action
The Board discussed changes to the minutes. Charlotte Sebold made a motion to approve the amended minutes, and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

F. Closed Session Summaries
Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the February Board Meeting.

The Board of Education met in an Executive Session on Tuesday, February 12, 2019, at Central Office in the Board Room at 4:03 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); procurement topics, pursuant to §3-305(b)(14); collective bargaining/negotiations topics, pursuant to §3-305(b)(9); legal topics, pursuant to §3-305(b)(7); and administrative function topics, which are specifically excluded from the Open Meetings Act by virtue of §3-103(a)(1)(i) of the General Provisions Article of the Annotated Code of Maryland.

Tom Woods made a motion to close the meeting, and this was seconded by Charlotte Sebold. Thereafter, the Board unanimously voted to close the session with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods. The closed session began at 4:03 p.m. The topics discussed and actions taken include the following:

I. Opening
Mr. Paugh opened the meeting at 4:03 p.m.
II. Executive Session Minutes:  
The Board reviewed the Executive Session minutes from the January 8, 2019, meeting. The Board requested an addition to the minutes. Rodney Glotfelty made a motion to accept the amended minutes, and Monica Rinker seconded the motion. The Board unanimously voted to approve the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

III. Personnel pursuant to §3-305(b)(1):  
a. Professional Leave Requests: Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented three professional leave requests to the Board for their approval.

1) International Society for Technology in Education (ISTE) — EdTech Conference 2019:  
Monica Rinker made a motion to approve the professional leave request, and Tom Woods seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

2) Institute for Multi-Sensory Education (IMSE) 18-Hour Trainer Conference:  
Rodney Glotfelty made a motion to approve the professional leave request and Tom Woods seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

3) Intermediate IMSE’s Orton-Gillingham Training:  
Tom Woods made a motion to approve the professional leave request and Rodney Glotfelty seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

b. Staffing Recommendations  
Dr. Jane Wildesen, Director of Human Resources, presented a certificated staffing recommendation to the Board for their approval. Dr. Wildesen also shared the non-certificated employees that were approved by the Superintendent.

c. Personnel Updates  
Dr. Wildesen provided an update on recent resignations. She also provided an update on the staff responses to the Irrevocable Letters of Retirement and Agreement.

IV. Procurement  
Strategic Planning RFP Interviews  
The Board interviewed possible candidates who responded to the Strategic Planning RFP. The Board determined that it would not accept any of the proposals and would move forward by posting an invitation to bid for a Strategic Facilities Plan. They will accept qualified bids for this before the next Board meeting.

V. Negotiations pursuant to §3-305(b)(9):  
a. Health Insurance  
Dr. Wildesen and Mrs. Sweitzer discussed Fiscal Year (FY) 2020 Proposed Healthcare Employee Plan for plan design and employee rates.

b. Salary Parameters  
Mrs. Sweitzer and Dr. Wildesen discussed FY 2020 estimated salary parameters for negotiations. They recommended a compensation package for salary and healthcare benefits for negotiations.

Tom Woods made a motion to accept the recommendation and to set a placeholder for the compensation package of salary and healthcare benefits. Rodney Glotfelty seconded the motion. The Board unanimously voted to approve the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

VI. Legal Topic pursuant to §3-305(b)(7):  
Potential Breach of Warranty Claims Regarding Repairs at Various Schools  
Mr. Hoover provided an update on this matter.

V. Administrative Function pursuant to §3-103(a)(1)(i):  
The Board discussed an administrative function topic. The Board considered the administrative function topic, but no actions were taken by the Board.

VI. Recess and Adjournment  
The Board recessed the Executive Session to return to the Public Session at 6:05 p.m. The Board returned to Executive Session at 9:16 p.m.

Charlotte Sebold made a motion to adjourn the Executive Session, and Monica Rinker seconded the motion. The Board unanimously approved adjourning the Executive Session at 10:50 p.m., with a yea vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Tom Woods.

Board Members present included Mr. Matthew Paugh, Board President; Mr. Tom Woods, Board Vice President; and Board Members: Mr. Rodney Glotfelty, Mrs. Monica Rinker, and Mrs. Charlotte Sebold. Also in attendance at the meeting were Ms. Barbara Baker, Superintendent, and Mr. Brandon Hoover, Board Attorney. Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Dr. Jane Wildesen, Director of Human Resources; Mrs. Alison Sweitzer, Director of Finance; and Ms. Karen Brewer, Executive Assistant to the Superintendent, were there for part of
H. Announcements

Ms. Baker shared upcoming dates of school-related events and meetings with the Board and the public.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Mar 14</td>
<td>Staff Development 3 Hour Early Dismissal</td>
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<tr>
<td>Mar 18</td>
<td>MABE Board Service Academy  Equity Academy Annapolis, MD 9:30 – 12:30 p.m.</td>
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<tr>
<td>Mar 26</td>
<td>MABE Board Service Academy  Telling Your Story (with Jackie Weisman and Molly Young) Annapolis, MD 9:30 – 12:30 p.m.</td>
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<tr>
<td>Mar 29</td>
<td>Parent Teacher Conferences  Schools Closed</td>
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<tr>
<td>Apr 4</td>
<td>End of 3rd Grading Term</td>
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<td>Apr 10</td>
<td>MABE Board Service Academy  The Role of the Board President/Chair Annapolis, MD 9:30 – 12:30 p.m.</td>
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<tr>
<td>Apr 11</td>
<td>Report Cards Released</td>
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3. Recognitions

A. Southern Garrett High School Wrestling Team State Champions

Mr. Tom Woods, Board Member, presented certificates to the Southern Garrett Rams Wrestling Team for winning the State Duals and having six finalists in the MPSSAA State Tournament. The Southern Garrett High School Wrestling Team finished their season with a 39–0 record. They ended the season as the top ranked public school of all divisions in the state and ranked third overall behind two private schools.

B. Rethink Recycling Sculpture Contest Winner - Jocelyn Schoch

Ms. Monica Rinker recognized Ms. Jocelyn Schoch, a Southern Garrett High School eleventh-grade student, who won first place in the Rethink Recycling Sculpture Contest in the category of Craftsmanship on November 30, 2018, in Baltimore. Ms. Schoch’s sculpture is entitled “Flying Freedom” and is an eagle composed of steel wool, wire, wood, foam, soda cans, plastic bags, hot glue, and CDs. The sculpture was on display at the Maryland Department of the Environment in December and January. The sculpture was than displayed at the “Keep America Beautiful 2019 National Conference” on February 6–8, 2019, in Baltimore.

C. School Social Worker Week March 3 - 9, 2019

Mr. Rodney Glotfelty, Board Member, presented a proclamation for School Social Worker Week, March 3 - 9, 2019, to Shannon Haley, School Social Worker, and Mary VanSickle, School Social Worker. Dr. Phil Lauver, Supervisor of Pupil Services, was also present for this recognition.

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

Northern Garrett High School Presentation

Mr. Jim Maddy, Principal of Northern Garrett High School, provided an update to the Board regarding the school programs and activities.

5. Policies and Procedures

A. DKCA Travel and Incidental Expenses Policy and Procedure – Action

Mrs. Alison Sweitzer, Director of Finance, requested the Board approve the revised DKCA Travel and Incidental Expenses Policy. Mrs. Sweitzer stated the due date for reimbursable mileage and expenses will change from 45 days to 30 days of incurred travel with the exception of June expenses and mileage. All payments will be made via electronic funds transfer (EFT) instead of check payments.

The Board recommended verbiage changes to the policy and procedures for more clarity.

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

Mrs. Sweitzer stated that although the Board approved the policy, these changes would not be implemented until July 1, 2019.

6. Continuing Business

A. 2018-19 School Calendar (Easter Monday Makeup Day) - Action

Dr. Wildesen informed the Board that the Maryland State Board of Education approved the Board’s request to use Easter Monday, April 22, 2019 as a conditional makeup day.
Rodney Glotfelty made a motion to use Easter Monday, April 22, 2019 as a make-up day, if one or more school cancellations occur between March 12, 2019 and April 1, 2019; however, if there are no school cancellations between March 12, 2019 and April 1, 2019, then April 22, 2019, would not be used as a make-up day. Tom Woods seconded the motion. Final Resolution: Motion Fails; Yea: Tom Woods, Rodney Glotfelty; Nay: Monica Rinker, Charlotte Sebold, Matthew Paugh

B. 2019-20 School Calendar - Action
Dr. Jane Wildesen, Director of Human Resources, requested the Board approve the draft 2019-20 School Calendar. Public comment was received after the February 12, 2019, Board Meeting and shared with the Board members. Revisions to the calendar were made after the February Board meeting; these included adding April 28, 2020, as schools closed for Primary Election Day and adjusting the students’ last day to be May 29, 2019.

The first day of school for students will be August 26, 2019, therefore the calendar will require State Board approval of a waiver request of a mandated Post-Labor Day start.

Tom Woods made a motion to approve the calendar, and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries in 3:1 vote*; Yea: Tom Woods, Rodney Glotfelty, Charlotte Sebold; Nay: Monica Rinker

*This vote is contingent upon the State Board approval of the GCPS request to waive the mandated Post-Labor Day Start.

C. FY2020 Budget Work Session
Ms. Barbara Baker, Superintendent, and Mrs. Sweitzer presented the FY2020 budget recommendations. Ms. Baker discussed the budget development process, the Superintendent initiatives, the implementation of the ESSA Standards with Excellence and Fidelity, and how they are aligned with the Board’s goals. Ms. Baker also spoke about recommended staffing changes and proposed local government requests.

Tom Woods made a motion to request $47,000 of capital funding for a Security DVR Upgrade Project (local match to state grant), in addition to Maintenance of Effort (MOE) from the County Commissioners and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

D. Strategic Facilities Plan Bid Update
Mr. Paugh, Board President, stated that the Board received two responses to the Strategic Facilities Plan bid request; however, the Board had a question about the procurement process that it needed to clarify before moving forward. The Board will further discuss this matter in executive session before acting, but such action may be soon as later in this evening’s meeting.

E. Friendsville Elementary School Land Transfer - Action
Mr. William Swift, Director of Facilities, Maintenance, Operations and Security, requested the Board approve a land transfer from Friendsville Elementary to the Garrett County Sanitary District for an equalization tank expansion project. Board members inquired on whether the land would be enclosed by a fence to protect students. Mr. Swift replied that the wastewater treatment plant and tanks would be enclosed by a fence. He would also insure that temporary fencing would be installed to protect students during the construction phase of any projects.

Tom Woods made a motion to approve the land transfer of 0.631 acres from Friendsville Elementary School to the Garrett County Sanitary District, and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

7. Public Comments
Mr. Thomas Vose, Director of Ruth Enlow Library, spoke to the Board regarding the 2020 Census. Ms. Brenda McDonnell, local business owner, spoke to the Board regarding the benefits of a post-Labor Day Start.

8. New Business
Budget Amendment - Action
Mrs. Sweitzer requested the Board approve a budget transfer request of $100,000 from Operations Electricity to Maintenance of Plant Building & Grounds Repair. Mrs. Sweitzer stated that the transfer is needed to cover unbudgeted emergency repairs due to the age of Garrett County Public Schools’ facility infrastructure.

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

9. Board Business
A. Student Board Member Report
As Ms. Katherine Cathell, Student Member of the Board, was not present, Mr. Danny Nickel, a Southern Garrett High School student, provided an update on school activities at the middle and high schools, as well as student activities of the Garrett County Association of School Council (GCASC).

B. Board Member Updates
Mrs. Rinker participated in the Read Across America activities at Swan Meadow School. Mrs. Sebold attended the History Day Showcase Exhibit at Hickory Environmental Education Center. Mr. Glotfelty is continuing visiting schools with Ms. Baker.

10. Informational Items
11. Recess

The Board recessed the Public Session at 9:21 p.m. The Board returned to the Public Session at 10:10 p.m.

12. Continuing Business

Strategic Facilities Plan Bid Update
The Board received two responses to its invitation to bid for the Strategic Facilities Plan. One response was from Educational Facilities Planning, LLC, and the second was from MGT Consulting Group. MGT’s response was incomplete. Therefore, a motion was made by Monica Rinker to accept the bid proposal from Educational Facilities Planning, LLC, for a strategic facilities plan, and Rodney Glotfelty seconded the motion. Final Resolution: Motion carries with a unanimous vote from the Board; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

13. Adjournment

A motion was made by Rodney Glotfelty to adjourn the meeting, and Charlotte Sebold seconded the motion. Final Resolution: Motion carries with a unanimous vote from the Board; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

The Board meeting adjourned at 10:12 p.m.