Board Members present included Mr. Matthew Paugh, Board President; Dr. Nathan Sorber, Board Vice President; and Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. Also present for the meeting, Ms. Barbara Baker, Secretary-Treasurer/Superintendent of Schools; Mr. Brandon Hoover, Board Attorney; Ms. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Dr. Jane Wildesen, Director of Human Resources; Mrs. Alison Sweitzer, Director of Finance; Mrs. Penny Proudfoot, Director of Elementary Education and Early Childhood; Dr. Phil Lauver, Supervisor of Pupil Services; and Sheyenne Tichnell, Student Board Member.

The meeting was held at Central Office in the Board Room.

1. Opening

A. Opening of Meeting
Mr. Matthew Paugh, Board President, called the meeting to order at 4:01 p.m.

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

C. Move to Executive Session
A motion was made by Tom Woods to go into Executive Session and seconded by Monica Rinker. Final Resolution: Motion Carries; Yea: Monica Rinker, Charlotte Sebold, Nathan Sorber, Tom Woods.

D. Executive Session Closed to the Public
The Board of Education met in an Executive Session on Tuesday, March 13, 2018, at Central Office in the Board Room at 4:01 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); and Collective Bargaining/Negotiation Topics, pursuant to §3-305(b)(9).

Tom Woods made a motion to close the meeting, and this was seconded by Monica Rinker. Thereafter, the Board unanimously voted to close the session, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods. The closed session began at 4:01 p.m.

The Board recessed the Executive Session at 5:29 p.m. The Executive Session reconvened at 7:48 p.m.

The topics discussed and actions taken include the following:

Executive Session Minutes—the Board reviewed the Executive Session minutes and discussed an amendment. Tom Woods made a motion to accept the amended minutes, and Nathan Sorber seconded the motion. The Board unanimously voted to approve the amended minutes, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Personnel topics, pursuant to §3-305(b)(1):
The Board received an update from Mr. Richard Wesolowski, Director of Transportation, regarding the status of a bus contractor who was placed on a suspension following an incident that occurred on the bus with a student. The Board took this matter into consideration but took no action on this information.

The Board received an update from Dr. Jane Wildesen, Director of Human Resources and Employee Relations, regarding an employee who was not recommended for tenure. Dr. Wildesen advised the Board that she received resignations from two certificated employees. The Board took these matters into consideration, but took no action on this information.

Ms. Barbara Baker, Superintendent, discussed a parent letter regarding a coach’s decision. Ms. Baker spoke with the coach and the school administrators and shared the information with the Board Members. The Board took this matter into consideration but took no action on this information.

Collective Bargaining/Negotiation topics, pursuant to §3-305(b)(9):
The Board received information from Dr. Wildesen and Mrs. Sweitzer regarding Unit 1 Negotiated Agreements and GCEA Proposals. The Board also received Unit III and Head Custodian/Cafeteria Managers Negotiated Agreements and GCEA Proposals. The Board took these matters under consideration, but took no action on this information.

Nathan Sorber made a motion to adjourn the Executive Session, and Tom Woods seconded the motion. The Board unanimously approved adjourning the Executive Session at 8:58 p.m., with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

2. Welcome

A. Re-Opening of Public Session
Mr. Matthew Paugh, President, reopened the Public Session at 5:45 p.m.

B. Moment of Silence

C. Pledge of Allegiance - Student Board Member
Ms. Sheyenne Tichnell, Student Member of the Board, led the Board and the public in the Pledge of Allegiance.

D. Approval of the Agenda
Nathan Sorber made a motion to approve the March 13, 2018, Public Session Agenda and Tom Woods seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

E. Approval of the February 13, 2018 Public Session Minutes
Tom Woods made a motion to approve the February 13, 2018, Public Session Minutes. Nathan Sorber seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

F. Closed Session Summaries
Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the February 13, 2018, Board Meeting:

The Board of Education met in an Executive Session on Tuesday, February 13, 2018, at Central Office in the Board Room at 3:08 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: Review of minutes; Personnel Topics, pursuant to §3-305(b)(1); Legal Opinion pursuant to §3-305(b)(7); and Collective Bargaining/Negotiations Topics, pursuant to §3-305(b)(9).

Tom Woods made a Motion to close the meeting, and this was seconded by Monica Rinker. Thereafter, the Board unanimously voted to close the session, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods. The closed session began at 3:08 p.m.

The Board recessed the Executive Session at 4:05 p.m. The Executive Session reconvened at 4:10 p.m.

The topics discussed and actions taken include the following:
Board Minutes—the Board reviewed the minutes and placed them on the Consent Agenda for further action in the public session.

Legal opinion pursuant to §3-305(b)(7):
The Board received legal opinion from Brandon Hoover, Board Attorney, relating to an Open Meetings Act complaint received by the Board which alleged violations of the Open Meetings Act. Mr. Hoover drafted a letter to the Open Meeting Compliance Board with responses to the topics and in some cases corrective action that will be taken. The Board voted to accept Mr. Hoover’s letter and recommendations. Tom Woods made a motion to accept the letter, and Monica Rinker seconded the motion. The Board unanimously voted to approve the letter, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Personnel topics, pursuant to §3-305(b)(1) :
The Board received a Professional Leave Request from Mrs. Barbara Baker. The request was approved and placed on the Consent Agenda for further action in the public session.

The Board received an update from Dr. Jane Wildesen, Director of Human Resources and Employee Relations, regarding the misconduct of an employee. The employee received a due process hearing and submitted a resignation letter to Dr. Jane Wildesen. The Board took this matter into consideration, but took no action on this information.

Dr. Jane Wildesen and Mrs. Alison Sweitzer, Director of Finance, presented a staffing reconciliation report to the Board. The report included a list of employees who have given early notification of intent to retire or separation of service.

Collective Bargaining/Negotiation topics, pursuant to §3-305(b)(9):
The Board received information from Dr. Wildesen and Mrs. Sweitzer regarding FY2019 healthcare benefit options. Dr. Wildesen shared two options. Of these options, the Board chose a healthcare parameter for negotiations. Tom Woods made the motion. Nathan Sorber seconded the motion. The Board unanimously voted to accept the parameter with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Dr. Wildesen and Mrs. Sweitzer also presented the Board with options regarding salary adjustments relating to the negotiations process. The Board discussed and then voted on its salary parameter for negotiations for the upcoming fiscal year. Tom Woods made the motion. Nathan Sorber seconded the motion. The Board unanimously voted to accept the salary parameter with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

The Board also received information relating to Garrett County Education Association (GCEA) Bargaining Unit initial proposals from the February 12, 2018, negotiation meetings. The two proposals were from GCEA Unit I (Teachers) and Unit III (Support) bargaining groups. The Board took this matter under consideration, but took no action on this information.

Nathan Sorber made a motion to adjourn the Executive Session, and Monica Rinker seconded the motion. The Board unanimously approved adjourning the Executive Session at 6:00 p.m., with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Board Members present included Matthew Paugh, President; Dr. Nathan Sorber, Vice President; Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. Mrs. Barbara Baker, Secretary -Treasurer / Superintendent of Schools, and Mr. Brandon Hoover, Board Attorney, were also present for the meeting. Ms. Karen DeVore, Executive Director of Curriculum, Instruction and Administration; Dr. Jane Wildesen, Director of Human Resources; and Mrs. Alison Sweitzer, Director of Finance, 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 minutes.

F. Announcements
Ms. Barbara Baker, Superintendent, discussed upcoming events and meetings.
Mar 26 | Parent-Teacher Conferences – Schools Closed  
Board will meet with County Commissioners regarding budget, 4:30 p.m. at Court House

Mar 27 | Dr. Karen Salmon, Maryland State Superintendent, Visit to GCPS

Mar 30 | Good Friday – Schools Closed

Apr 2 | Easter Monday - Schools Closed

Apr 5 | WE C.A.R.E. Event at CARC Building  
5:00 - 8:00 p.m.

Apr 6 | End of Third Grading Period

Apr 21 | GCPS Student Arts Fair - Garrett College

Ms. Baker also discussed approval of a waiver of the Governor’s Executive Order of a Post Labor Day start for Garrett County Public Schools for the 2018-2019 school year. The Maryland State Board of Education approved this request at their February 27, 2018, Board Meeting.

3. Recognitions

A. Owen Sealy - Gold Key Award  
Dr. Nathan Sorber, Board Vice President, recognized Owen Sealy for winning the Gold Key Award. Owen Sealy is an eighth-grade student at Northern Middle School and received the Gold Key Award for his journalism entry, “The Rosewood Massacre.”

B. Southern Garrett High School Wrestling Team - State Dual Meet Wrestling Champions  
Mr. Thomas Woods, Board member, recognized the Southern Garrett High School wrestling team for winning the Maryland 1A State Dual Wrestling Championship on February 10, 2018. Southern High finished the season with a record of 35-3.

C. Declan Horner and Michael Hollingsworth - State Indoor Track Winners  
Mrs. Monica Rinker, Board member, recognized two Southern Garrett High School students for winning events at the Maryland State Indoor Track championship. Michael Hollingsworth, a senior, won the high jump and Declan Horner, a senior, won the 1600 and 3200 meters at the Maryland 1A state indoor track meet on Monday, February 19, 2018, at Prince George’s Sports and Learning Complex. Declan was not able to attend the meeting.

4. Continuing Business

A. RISE Strategic Issues Report  
Ms. Barbara Baker, Superintendent, discussed the RISE Plan Strategic Issue Report. Ms. Baker stated that she received the recommended changes for the RISE Strategic Issue Report from the Board Members and the revised report will be available for the Board’s approval at the April 10, 2018, Board Meeting. If approved by the Board, the RISE Strategic Issue Report will be available for public input for 30 days.

B. Draft FY2019 Superintendent Budget  
Mrs. Alison Sweitzer, Director of Finance, presented the FY2019 Superintendent Budget to the Board for their review. Mrs. Sweitzer discussed the FY2019 draft budget which included estimated receipts, proposed budget summary by object and category, unrestricted budget and comparison, and proposed expenditures for unrestricted and dedicated funds. The Board will vote on the FY2019 operating budget at the April 10, 2018, Board Meeting.

C. Swan Meadow Attendance Area Review Committee  
Mr. Richard Wesolowski, Director of Transportation, provided the Board with an update on the Swan Meadow Attendance Area Review Committee. Mr. Wesolowski presented data collected by the committee regarding enrollment, out of area transfers, and transportation. The committee is not recommending any changes to the school attendance areas at this time.

4. Policies and Procedures

A. GCC Employment of Non-Administrative Professional Employees Policy  
Mrs. Karen DeVore, Director of Curriculum, Instruction, and Administration, presented GCC Employment of Non-Administrative Professional Employees Policy for the Board’s second review. Revisions included updating employee titles and authorizing the Superintendent to tentatively approve employment of non-administrative professional employees if necessary between Board meetings. The appointments would be subject to the Board’s final approval at its next meeting. Mrs. Rinker suggested amending the wording of the policy and procedure to be more comprehensive.

Nathan Sorber made a motion to approve the GCC Policy and Tom Woods seconded the motion.

Charlotte Sebold made a motion to amend the policy as follows: "An effort will be made to obtain Board approval prior to the employee beginning work. However, if the Superintendent deems that it is in the best interest of the school system for the non-administrative professional to commence employment, the Superintendent is authorized to make an interim appointment..."
The Board voted on the motion to approve the GCC Policy with the amendment. The policy was approved with a 3-1 vote. Yea: Tom Woods, Charlotte Sebold, Nathan Sorber; Nay: Monica Rinker.

**B. EHAA Privacy and Protection of Digital Administrative Data Policy - Action**

Mrs. Alison Sweitzer, Director of Finance, presented the revised EHAA Privacy and Protection of Digital Administrative Data Policy to the Board for their approval. Many of the changes were required based on the new finance and human resource department processes due to the implementation of the Tyler Munis new Enterprise Resource Planning (ERP) solution.

A motion was made by Nathan Sorber to approve the revised EHAA Privacy and Protection of Digital Administrative Data Policy and seconded by Tom Woods. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

**C. JRB Privacy and Protection of Digital Student Data Policy - Action**

Mrs. Alison Sweitzer presented the revised JRB Privacy and Protection of Digital Student Data Policy to the Board for their approval.

A motion was made by Monica Rinker to approve the revised JRB Privacy and Protection of Digital Student Data Policy and seconded by Charlotte Sebold. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

**D. GBEF Employee Use of Social Media Policy - Action**

Dr. Jane Wildesen, Director of Human Resources and Employee Relations, presented the revised GBEF Employee Use of Social Media Policy to the Board for their approval. Revisions for the policy included adding background information as well as further defining the purpose of the policy.

A motion was made by Nathan Sorber to approve the revised GBEF Employee Use of Social Media Policy and seconded by Tom Woods. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

**E. GBAA Sexual Harassment Policy - Action**

Dr. Wildesen presented the revised GBAA Sexual Harassment Policy to the Board for their approval. The updates were made to ensure the policy is in compliance with Title VII of the Civil Rights Act as well as the education and state government articles of the Annotated Code of Maryland.

Motion by Nathan Sorber to approve the revised GBAA Sexual Harassment Policy and seconded by Tom Woods. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

**F. BC Ethics Procedure - Revised**

Dr. Wildesen presented the revised BC Ethics Procedure to the Board. Dr. Wildesen requested the Board's approval the revised procedure so that it can be submitted to the State Ethics Commission for final approval. The revisions to the procedure included adding background information and revising the purpose of the procedure. There were no changes to the corresponding policy.

A motion was made by Tom Woods to approve the revisions to the BC Ethics Procedure and the procedure's submission to the State Ethics Commission for final approval. Nathan Sorber seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

**G. JEBA PreKindergarten Enrollment Policy - Action**

Mrs. Penny Proudfoot, Director of Elementary Education and Early Childhood, presented revisions to the JEBA Prekindergarten Enrollment policy and procedure.

A motion was made by Tom Woods to approve the revisions to JEBA Prekindergarten Enrollment Policy and seconded by Nathan Sorber. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

**H. 341.4 and 341.41 Title I School Student Transfer Option Policy and Procedure – Retire**

Mrs. Penny Proudfoot recommended the retirement of 341.4 and 341.41 Title I School Student Transfer Option Policy and Procedure as it references the No Child Left Behind (NCLB) Act guidelines which are no longer valid because NCLB has been replaced with the Every Student Succeeds Act (ESSA).

A motion was made by Charlotte Sebold to approve the retirement of 341.4 Title I School Student Transfer Option Policy and seconded by Nathan Sorber. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

**I. 341.5 and 341.51 Title I Supplemental Educational Services Policy and Procedure – Retire**

Mrs. Penny Proudfoot also recommended the retirement of 341.5 and 341.51 Title I Supplemental Educational Services Policy and Procedure due to guideline changes with ESSA.

A motion was made by Monica Rinker to approve the retirement of 341.5 Title I Supplemental Educational Services Policy. Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber
5. Public Comments

Ms. Heather Roth, teacher and parent, addressed the Board regarding the FY2019 budget. She strongly suggested that the Board of Education request the Board of County Commissioners to fund the budget above the maintenance of effort for FY2019. She is concerned that more programs and teaching positions will be eliminated, which could impact future students.

Mr. Evan West, GCEA Uniserve Director, also addressed the Board regarding the budget. GCEA recently went live with a petition asking the Board to request the county government to fully fund the budget and not just Maintenance of Effort (MOE) for FY2019. He stated they currently have over 80 signatures on the petition.

6. New Business

Resolution Supporting Student Voice Regarding School Safety Resolution

Ms. Sheyenne Tichnell, Student Member of the Board, spoke to the Board regarding the recent school shooting at Marjory Stoneman Douglas High School in Parkland, FL, and overall school safety. Ms. Tichnell stated that she spoke with other student council representatives regarding school safety, mental health of students and staff, and rights of students to voice opinions regarding school safety. She appreciates the Superintendent’s and Board’s consideration of a resolution which supports the student voice in regard to school safety. She read the resolution to the Board and public.

A motion was made by Tom Woods to approve the Resolution Supporting Student Voice Regarding School Safety Resolution. The motion was seconded by Charlotte Sebold. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

7. Board Business

A. Student Board Member Update
Ms. Sheyenne Tichnell, Student Member of the Board, shared student council activities at each of the middle and high schools. Ms. Tichnell stated that the Garrett County Association of Student Councils (GCASC) participated in Advocacy Day in Annapolis and she will be helping host a Women’s Leadership Forum in Washington County on March 17, 2018.

B. Board Member Update
The Board Members did not have any updates to share at this time.

C. MABE Board of Directors Nominations
The Board discussed the Maryland Association of Boards of Education (MABE) request for nominations for MABE Board of Directors. Board Members took this matter into consideration, but took no action on this request.

10. Informational Items

The following items were shared with the Board Members.

A. March 2018 School Activities
B. March 2018 Home and School Connection

11. Recess and Adjournment

Tom Woods made a motion to return to executive session and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

The Board recessed the Public Session at 7:47 p.m. to return to Executive Session to discuss Collective Bargaining/Negotiation topics, pursuant to §3-305(b)(9) as stated at the opening of the meeting. The Board returned to the Public Session at 8:58 p.m.

Nathan Sorber made a motion to adjourn the meeting, and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber. The meeting adjourned at 8:59 p.m.