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

PUBLIC SESSION MINUTES
Tuesday, March 9, 2021

The meeting was held in the Board Room at Central Office. Board Members attending the meeting included Mr. Tom Woods, Board President; Mrs. Monica Rinker, Board Vice President; and Board Members: Mr. Rodney Glotfelty, Dr. Matthew Paugh, and Mr. Jason VanSickle. Also present for the meeting: Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Dr. Jane Wildesen, Director of Human Resources and Employee Relations; Mrs. Alison Sweitzer, Director of Finance; and Mr. Jarrett Miller, Student Member of the Board. The meeting was not open to the public but was live-streamed for public review. Ms. Barbara Baker, Secretary-Treasurer / Superintendent of Schools; and Mr. Brandon Hoover, Board Attorney; attended the meeting via conference phone.

1. Opening

A. **Call to Order**

Mr. Tom Woods, Board President, called the meeting to order at 3:00 p.m.

B. **Move to Executive Session - Action**

Jason VanSickle made a motion to go into a closed session, and Rodney Glotfelty seconded this motion. Thereafter, the Board unanimously voted to go into a closed session with a yea vote from Monica Rinker, Rodney Glotfelty, and Jason VanSickle. Dr. Matthew Paugh was absent at this vote.

C. **Executive Session - Closed to the Public**

The Board of Education met in an Executive Session on Tuesday, March 9, 2021, at 3:05 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); negotiation topics, pursuant to §3-305(b)(9); and administrative function topics.

Jason VanSickle made a motion to move to Executive Session, and Rodney Glotfelty seconded the motion. Thereafter, the Board unanimously voted to close the session, with a yea vote from Rodney Glotfelty, Monica Rinker, and Jason VanSickle. Matthew Paugh was absent at this vote.

The topics discussed in the closed session included the following:

I. **Executive Session Minutes**

a. **February 2, 2021, Executive Session Minutes**

Rodney Glotfelty made a motion to accept the minutes, and Jason VanSickle seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, and Jason VanSickle. Not present at vote: Matthew Paugh.

b. **February 9, 2021, Executive Session Minutes**

The Board discussed a revision to the minutes. Monica Rinker made a motion to accept the amended minutes, and Jason VanSickle seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, and Jason VanSickle. Not present at vote: Matthew Paugh.

c. **February 23, 2021, Executive Session Minutes**

Rodney Glotfelty made a motion to accept the minutes, and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, and Jason VanSickle. Not present at vote: Matthew Paugh.

II. **Negotiations**

a. **Healthcare**

Dr. Wildesen and Mrs. Alison Sweitzer, Director of Finance, provided an update to the Board regarding the healthcare plan.

b. **Salary Parameters**

Dr. Wildesen and Mrs. Sweitzer provided an update regarding the salary parameters.

c. **Consideration of Proposed Contract Language (GASA and GCEA)**

Dr. Wildesen shared proposed contract language changes and some formatting changes in agreements with three of the four bargaining groups.

The Board considered this information but did not take any action on these topics.

III. **Personnel**

a. **Update**

The Board discussed recent non-certificated staffing that were hired.

b. **Superintendent's 2021 Goals**

Ms. Barbara Baker, Superintendent, provided the Board with an update on her goals and the action plan for the school system.

The Board considered these personnel topics but did not take action on this topic.

IV. **Administrative Function**

The Board discussed various Administrative Function topics. The Board considered these topics but did not take any action on these items.

V. **Recess and Adjournment**

The Board recessed the Executive Session at 4:23 p.m. to return to the Public Session. The Board returned to the Executive Session at 4:24 p.m. to discuss a Personnel topic and Administrative Function topics. Jason VanSickle made a motion to close the meeting, and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle.

The Board recessed the Executive Session at 6:02 p.m. to return to the Public Session. The Board returned to the Executive Session at 8:47 p.m.

Jason VanSickle made a motion to adjourn the Executive Session, and Rodney Glotfelty seconded the motion. Thereafter, the Board unanimously voted to go into a closed session with a yea vote from Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle. The Board adjourned the Executive Session at 9:48 p.m.

Mr. Tom Woods, Board President; Mrs. Monica Rinker, Board Vice President; and Board Members, Mr. Rodney Glotfelty and Mr. Jason VanSickle were in attendance. Also in attendance for part or all of the meeting were Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Dr. Jane Wildesen, Director of Human Resources; Mrs. Alison Sweitzer, Director of Finance; Mr. Richard Wesolowski, Director of Maintenance, Facilities, Operations and Transportation; and Ms. Karen Brewer, Executive Assistant to the Superintendent. Dr. Matthew Paugh attended the meeting at 3:30 p.m. Ms. Barbara Baker, Superintendent; and Mr. Brandon Hoover, Board Attorney; attended the meeting via a conference phone.

2. Welcome

A. **Re-Opening of Public Session**

The Public session reopened at 6:14 p.m.

B. **Moment of Silence**

C. **Pledge of Allegiance - Student Board Member**

Mr. Jarrett Miller, Student Member of the Board, led the Board in the Pledge of the Allegiance.

D. **Approval of the Agenda – Action**

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

E. **Approval of the February 2, 2021, Public Session Minutes - Action**

Monica Rinker made a motion to approve the minutes, and Jason VanSickle seconded the motion. Final Resolution: Motion Carries: Yea: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle.

F. **Approval of the February 9, 2021, Public Session Minutes - Action**

Matthew Paugh made a motion to approve the minutes, and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries: Yea: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle.

G. **Approval of the February 23, 2021, Public Session Minutes - Action**

The Board discussed a revision to the minutes. Rodney Glotfelty made a motion to approve the amended minutes, and Matthew Paugh seconded the motion. Final Resolution: Motion Carries: Yea: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle.

H. **Closed Session Summaries**

Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, read the Closed Session Summary for the February Board Meetings.

February 2, 2021 Board Meeting
The Board of Education met in an Executive Session on Tuesday, February 2, 2021, 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: personnel topics, pursuant to §3-305(b)(1); and administrative function topics.

Jason VanSickle made a motion to move to Executive Session, 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 Jason VanSickle.

The topics discussed in the closed session included the following:

I. **Personnel**
   a. **Update**
      i. Personnel Questions

         The Board discussed personnel matters
      ii. Fall Extra-Curricular Contracts

         The Board discussed the fall extra-curricular contracts.
   b. **Superintendent's Appointment**

      The Board discussed the Superintendent appointment for FY2022.
The Board considered these personnel topics but did not take action on these matters.

II. **Administrative Function**

The Board discussed various Administrative Function topics. The Board considered these topics but did not take any action on these items.

III. **Recess and Adjournment**

The Board recessed the Executive Session at 6:48 p.m. to return to the Public Session. The Board returned to the Executive Session at 7:53 p.m.

Rodney Glotfelty made a motion to adjourn the Executive Session, and Matthew Paugh seconded the motion. The Board adjourned the Executive Session at 8:57 p.m.

Mr. Tom Woods, Board President; Mrs. Monica Rinker, Board Vice President; and Board Members, Mr. Rodney Glotfelty, Dr. Matthew Paugh, and Mr. Jason VanSickle were in attendance. Also in attendance for part or all of the meeting were Ms. Barbara Baker, Superintendent; Mr. Brandon Hoover, Board Attorney; Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Dr. Jane Wildesen, Director of Human Resources; and Ms. Karen Brewer, Executive Assistant to the Superintendent.

February 9, 2021 Board Meeting
The Board of Education met in an Executive Session on Tuesday, February 9, 2021, at 3:04 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); legal topics pursuant to §3-305(b)(7); negotiation topics, pursuant to §3-305(b)(9); and administrative function topics.

Jason VanSickle made a motion to move to Executive Session, and Rodney Glotfelty seconded the motion. Thereafter, the Board unanimously voted to close the session with a yea vote from Rodney Glotfelty, Monica Rinker, Matthew Paugh, and Jason VanSickle.

The topics discussed in the closed session included the following:

I. **Executive Session Minutes**
   a. January 12, 2021, Executive Session Minutes
   b. Rodney Glotfelty made a motion to accept the minutes, and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle.

II. **Personnel**
   a. Update

      Dr. Wildesen, Director of Human Resources, provided an update on staffing.
   b. Superintendent's 2021 Goals

      Ms. Barbara Baker, Superintendent, provided the Board with an update on her goals and the action plan for the school system.
   c. Superintendent Appointment

      The Board discussed the superintendent appointment.
      The Board considered these personnel topics but did not take action on this topic.

III. **Negotiations**
   a. Healthcare

      Dr. Wildesen and Mrs. Alison Sweitzer, Director of Finance, provided an update to the Board regarding the healthcare plan.
   b. Salary Parameters

      Dr. Wildesen and Mrs. Sweitzer shared the bargaining units compensation and years of service information with the Board.
      The Board considered this information but did not take any action on these topics.

IV. **Legal**

   Mr. Brandon Hoover, Board Attorney, provided the Board with an update regarding a legal matter. The Board took this matter into consideration but did not take action on the topic.

V. **Administrative Function**

   The Board discussed various Administrative Function topics. The Board considered these topics but did not take any action on these items.

VI. **Recess and Adjournment**

The Board recessed the Executive Session at 6:04 p.m. to return to the Public Session. The Board returned to the Executive Session at 10:00 p.m.

Matthew Paugh made a motion to adjourn the Executive Session, and Rodney Glotfelty seconded the motion. Thereafter, the Board unanimously voted to go into a closed session with a yea vote from Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle. The Board adjourned the Executive Session at 12:01 a.m.

Mr. Tom Woods, Board President; Mrs. Monica Rinker, Board Vice President; and Board Members, Mr. Rodney Glotfelty, Dr. Matthew Paugh, and Mr. Jason VanSickle were in attendance. Also in attendance for part or all of the meeting were Ms. Barbara Baker, Superintendent; 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.

February 23, 2021 Board Meeting
The Board of Education met in an Executive Session on Tuesday, February 23, 2021, at 3:01 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: negotiation topics, pursuant to §3-305(b)(9); and administrative function topics.

Jason VanSickle made a motion to move to Executive Session, 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 Jason VanSickle.

The topics discussed in the closed session included the following:

I. **Negotiations**

a. **Healthcare**

Dr. Jane Wildesen, Director of Human Resources, and Mrs. Alison Sweitzer, Director of Finance, provided the Board with an update regarding the healthcare plan. The Board considered this information but did not take any action on this topic.

b. **Salary Parameters**

Dr. Wildesen and Mr. Sweitzer provided a FY22 bargaining unit salary proposal for consideration. The Board took action on this topic in the Public Session under the Consent Agenda.

II. **Administrative Function**

The Board discussed various Administrative Function topics. The Board considered these topics but did not take any action on these items.

III. **Adjournment**

Jason VanSickle made a motion to adjourn the Executive Session, and Monica Rinker seconded the motion. The Board adjourned the Executive Session at 6:00 p.m.

Mr. Tom Woods, Board President; Mrs. Monica Rinker, Board Vice President; and Board Members, Mr. Rodney Glotfelty, Dr. Matthew Paugh, and Mr. Jason VanSickle were in attendance. Also in attendance for part or all of the meeting were Ms. Barbara Baker, Superintendent; 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.

I. Announcements

Mrs. DeVore shared upcoming dates of meetings and events with the Board and the public.

Date	Event
Mar 15	Grades 2 - 12 Return
Mar 16	Garrett County Commissioner Meeting Board Presents FY22 Budget to Commissioners 4:00 p.m.
Mar 30	MABE Board Service Academy - Virtual The Trust Edge for School Districts 9:30 am - 12:30 pm
Apr 1	End of 3rd Grading Term
Apr 2	Good Friday Schools Closed
Apr 5	Easter Monday Schools Closed

3. Public Comments

Mr. Woods read the public comment that was submitted for the Board Meeting. The following individuals provided comments:

- Fern Wroten requested her child's track team be permitted to use the high school track.
- Brandy Guy requested outside groups be permitted to use school facilities before May 1, 2021.
- Nicole Christian requested schools open after Labor Day.
- Laura Dubansky spoke in favor of outside groups using the schools for recreational purposes.
- Dawn Washington requested reconsideration of allowing outside groups to utilize school buildings before May 1, 2021.

4. Recognitions

A. **Outstanding Educator in Gifted and Talented Education - Dr. Suzanne Wilburn**

Dr. Matthew Paugh, Board Member, recognized Dr. Suzanne Wilburn, teacher at Broad Ford Elementary, for receiving a Gifted Talented (GT) award from the Maryland State Department of Education Gifted and Talented Advisory Council. Dr. Wilburn received the 'Outstanding Educator in Gifted and Talented Education - Teacher as

Leader' award, which is for classroom and school-based resource teachers. The award is from EGATE, Excellence in Gifted and Talented Education, on behalf of the Maryland State Department of Education Advisory Council.

B. **National School Social Work Week March 7 - 13, 2021**

Mr. Rodney Glotfelty, Board Member, recognized National School Social Work Week, March 7 - 13, 2021, by reading a proclamation. Ms. Carrie Hook, a School Social Worker for the northern schools, received the proclamation on behalf of the social workers in the school system.

5. New Business

A. **Budget Transfer Request - Action**

Mrs. Alison Sweitzer, Director of Finance, presented a budget transfer requests to the Board for their approval. The transfers included the following details.

A transfer to capital outlay and maintenance to complete several ADA compliance projects at Grantsville Elementary and Accident Elementary. The following transfer was requested:

- Reduce Special Education by $80,500
- Increase Capital Outlay by $75,000
- Increase Maintenance by $5,500

A transfer to capital outlay to replace digital signs at both high schools. The following transfer was requested:

- Reduce funds from instructional salaries by $60,000
- Increase Capital Outlay by $60,000

A transfer to administration is required for legal fees. The following transfer was requested:

- Reduce Pupil Transportation by $35,000
- Increase Administration by $35,000

Rodney Glotfelty made a motion to approve the budget transfer requests, and Matthew Paugh seconded the motion. Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle.

B. **Air Quality Project Bid Award – Action**

Mr. Richard Wesolowski, Director of Maintenance, Facilities, Operations, and Transportation presented the air quality project bid award to the Board for their approval. Mr. Wesolowski requested the Board approve awarding Daiken Applied Cooperation as the vendor to complete phase 1 of the indoor air quality improvements in the school system.

Rodney Glotfelty made a motion to approve Daiken Applied Cooperation as the vendor for this project, and Matthew Paugh seconded the motion. Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle.

6. Policies and Procedures

A. **JEBA Prekindergarten Enrollment Policy – Action**

Dr. Nicole Miller, Director of Elementary Education and Early Childhood, requested the Board approve the revised JEBA Prekindergarten Enrollment Policy. The policy provides the process for enrolling students into the prekindergarten program.

Jason VanSickle made a motion to approve the policy revisions, and Matthew Paugh seconded the motion. Final Resolution: Motion Carries, Yea: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle.

7. Continuing Business

A. **FY2021- 2022 School Calendar - Action**

Dr. Jane Wildesen, Director of Human Resources, presented the recommended FY2021-22 School Calendar. The Calendar Committee proposed a calendar with a pre-Labor day start. The recommended calendar also included staff development days; schools closed on Friday, October 15, 2021 (Autumn Glory); Monday, November 29, 2021 (Monday after Thanksgiving); parent teacher conferences on Monday, January 24, 2022; and schools closed on Friday, April 15, 2022, and Monday, April 18, 2022.

Matthew Paugh made a motion to start school on August 30, 2021. Monica Rinker seconded the motion. Final Resolution: Motion Fails; Nay: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle.

Jason VanSickle made a motion to start school on September 7, 2021 (after Labor Day).

Rodney Glotfelty seconded the motion. Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle.

Jason VanSickle made a motion to approve the rest of the proposed school calendar ending on June 8, 2021. Rodney Glotfelty seconded the motion. Motion Carries;
Yea: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle.

B. **FY2022 Superintendent Budget**

Ms. Barbara Baker, Superintendent, and Mrs. Alison Sweitzer, Director of Finance, presented the FY2022 Superintendent Budget to the Board for their review and discussion. Mrs. Sweitzer discussed the estimated revenues from state, federal, county, and other sources for the operating budget. Mrs. Sweitzer also shared the estimated expenditures by category and object. Mrs. Sweitzer provided a high level overview of the changes from the prior year's budget. Ms. Baker discussed the budgetary highlights for FY2022, which include accelerating academic achievement; addressing the social and emotional wellbeing of students and staff; and moving Garrett County Public Schools forward which includes work on the Board's strategic facilities plan.

C. **GCPS Recovery Plan Update - Action**

Ms. Baker, Superintendent, recommended the school system continue with asynchronous Wednesdays until at least the next board meeting on April 13, 2021. She stated this will give the Board and administrators one month of data to review after the next transition on March 15. Ms. Baker stated that after visiting a number of schools last week, collaborating with her Cabinet members, and listening to principals, she believes this is the best course of action.

Monica Rinker made a motion to approve the continuation of asynchronous Wednesdays until at least the April 13, 2021 Board Meeting. Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle.

8. Board Business

A. **Student Board Member Report**

Mr. Jarrett Miller, Student Board Member, spoke about the students returning to school. He stated he returned on Monday, March 1, 2021, and the schools and staff were well prepared for the return of the students to the buildings. He agreed with the Board's decision to continue asynchronous learning on Wednesdays. He thanked the staff, including the custodians, for their hard work to enable students to return safely to in-person instruction. He made a recommendation regarding lunch periods to prevent the quietness as students are seated separately. Mr. Miller also stated that Student Member of the Board (SMOB) applications are due on March 15, 2021.

Mr. Tom Woods, Board President, asked Mr. Miller to reach out to Southern High School regarding GCPS Foundation monies available for the 2021 prom. Mrs. Rinker asked about the survey results for the student mental health survey that Mr. Miller conducted.

B. **Board Member Updates**

Mr. Rodney Glotfelty, Board Member, will continue providing the Board with legislative updates from Maryland Association of Boards of Education (MABE). He also talked about state testing changes. Mr. Woods reported on the GCPS Foundation, including Offett funds, After Prom monies, scholarships to Northern High School students, and teacher mini grants.

9. Informational Items

A. **March 2021 Home and School Connection**

10. Recess and Adjournment

The Board recessed the meeting at 8:39 p.m. to go back into Executive Session.

The Board returned to the Public Session at 9:48 p.m. Rodney Glotfelty made a motion to adjourn the meeting, and Jason VanSickle seconded the motion. Motion Carries; Yea: Monica Rinker, Rodney Glotfelty, Matthew Paugh, and Jason VanSickle. The meeting adjourned at 9:49 p.m.