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 present for the meeting: Ms. Barbara Baker, Secretary -Treasurer / Superintendent of Schools; Mr. Brandon Hoover, Board Attorney; Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Dr. Jane Wildesen, Director of Human Resources and Employee Relations; Mrs. Alison Switzer, Director of Finance; Mr. William Swift, Director of Facilities, Maintenance, Operations, and Security; Mr. Ryan Wolf, Curriculum Specialist, Mr. Richard Wesolowski, Director of Transportation, and Dr. Dana McCauley, Principal of Crellin Elementary.

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 4:00 p.m.

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

C. Move to Executive Session.
Tom Woods made a motion to recess the meeting to go into closed session, and this was seconded by Monica Rinker. 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 4:02 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); and legal topics, pursuant to §3-305(b)(7).

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 Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods. The closed session began at 4:02 p.m. The topics discussed and actions taken include the following:

I. Opening
Mr. Paugh opened the meeting at 4:02 p.m.

II. Executive Session Minutes:
The Board reviewed the Executive Session minutes from the March 12, 2019, meeting. Charlotte Sebold made a motion to accept the minutes as amended, and Tom Woods 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. Orientation & Mobility Curriculum Writing & Implementation
      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. Braille Sense Polaris Meeting
      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.

b. Certificated Staffing Recommendations
Dr. Jane Wildesen, Director of Human Resources, presented certificated staffing recommendations to the Board for their approval. The Board took this matter into consideration and voted on the recommendations during the public session under the Consent Agenda.
Dr. Wildesen also shared the non-certificated employees recently approved by the Superintendent.

c. Update
Ms. Baker provided a personnel update regarding a transfer.
d. Update
Ms. Baker provided various personnel updates.

V. Negotiations pursuant to §3-305(b)(9):
Dr. Wildesen and Mrs. Sweitzer provided an update on negotiations. The Board took this matter into consideration but did not take any action on the update.
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. The Board took this matter into consideration but did not take any action on the update.

   b. Update on Pending Litigation
   Mr. Hoover provided an update on a pending lawsuit that had been filed against a bus driver. The Board took this matter into consideration but did not take any action on the update.

VII. Administrative Function
Ms. Barbara Baker, Superintendent, discussed an administrative function topic with the Board.

VIII. Adjournment
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 6:00 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. Mr. Brandon Hoover, Board Attorney, was also in attendance at the meeting. 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, attended part of the meeting.
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. Karén 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 and employee realignments. She also discussed an involuntary transfer.

d. **Personnel Updates**
Dr. Wildesen shared a non-renewal 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):**
Dr. Wildesen and Mrs. Sweitzer provided an update on negotiations with the Unit 1 (Certificated), Unit 3 (Support), and Garrett Administrators and Supervisors Association (GASA) bargaining groups. They also shared proposed insurance premium rates and plan changes for FY2020 as well as an historic report of the Healthcare Plan Trust Fund.

**VI. Legal Topics pursuant to §3-305(b)(7):**

a. **Potential Breach of Warranty Claims Regarding Repairs at Various Schools**
Mr. Brandon Hoover, Board Attorney, recommended a demand letter be sent to a vendor requesting they honor the warranty for their product and services. Mr. Hoover stated his recommendation is based on the information and documents he reviewed. The Board agreed that the letter should be sent to the vendor.

**VII. 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.

I. 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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<tr>
<td>Apr 10</td>
<td>Strategic Facilities Committee Meeting No. 1&lt;br&gt;Garrett College, Continuing Education Building, Room 111&lt;br&gt;5:30 - 7:00 p.m.&lt;br&gt;Board Service Academy — The Role of the Board President/Chair&lt;br&gt;MABE Conference Room, Annapolis, MD&lt;br&gt;9:30 am — 12:30 pm</td>
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<td>Apr 18</td>
<td>Board Service Academy — Equity Academy&lt;br&gt;Washington County Public Schools — Center for Education Services&lt;br&gt;Hagerstown, MD&lt;br&gt;9:30 am — 12:30 pm</td>
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<td>Apr 19</td>
<td>Good Friday — Schools Closed</td>
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<td>Apr 22</td>
<td>Easter Monday — Schools Closed</td>
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<td>Apr 30</td>
<td>Staff Development — 3 hour early dismissal</td>
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<td>May 15</td>
<td>Board Service Academy — Legislative Policy Implications&lt;br&gt;MABE Conference Room, Annapolis, MD&lt;br&gt;9:30 am — 12:30 pm</td>
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<tr>
<td>May 23</td>
<td>We CARE Community Awareness Event&lt;br&gt;Garrett County Agricultural Building at GC Fairgrounds&lt;br&gt;5:00 pm</td>
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3. Recognitions

A. Northern Garrett High School Bocce Team State Champions
Mrs. Charlotte Sebold, Board member, recognized the Northern Garrett High School Bocce Team for winning the state championship tournament. The Board also recognized Coach Kris Dewitt for being nominated for the 2019 Special Olympics North America Coach of the Year.

B. Ms. Lydia Secrist - Arbor Day Poster Contest Winner
Mrs. Monica Rinker, Board member, recognized Ms. Lydia Secrist, a fifth-grade student at Accident Elementary School, for winning the Maryland State Arbor Day Poster Contest.

C. Ms. Caroline Argabrite - U.S. Cellular’s 16 under 16 Award Recipient
Mr. Rodney Glotfelty, Board member, recognized Ms. Caroline Argabrite, an eighth-grade student at Southern Middle School, for being nationally recognized as one of U.S. Cellular’s 16 under 16 award recipients through The Future of Good program.

D. School Library Month Proclamation - April 2019
Mr. Matthew Paugh recognized School Library Month by presenting a proclamation to Ms. Samantha Roller, Media Specialist at Northern Garrett High School, on behalf of all of the school librarians.

E. Teacher Appreciation Week - May 5 - 11, 2019
Mr. Tom Woods, Board Member, recognized Teacher Appreciation Week May 5-11, 2019 by presenting a proclamation. Mrs. Jennifer Virts, teacher at Northern Garrett High School and 2018-19 Garrett County Teacher of the Year, received the proclamation on behalf of the teachers. Several teachers were present for this proclamation.

F. National School Nurse Day - May 8, 2019
Mr. Rodney Glotfelty recognized National School Nurse Day on May 8, 2019, by presenting a proclamation to Mrs. Rebecca Aiken, Nurse Manager, on behalf of all of the school nurses.

4. Curriculum, Instruction, and Administration (CIA) Report
A. Creltin Elementary Presentation
Dr. Dana McCauley, Principal of Creltin Elementary, provided an update on programs at Creltin Elementary School. She spoke about their partnership with Ruth Enlow Library which includes lessons with Thomas Vose, Director of Ruth Enlow Library, covering topics like internet safety, library resources, creative writing, and more. She also spoke about partnerships with the Young Researchers Institute, Research Learning Partners, and Fantastix.

B. Middle and High School Science Textbooks
Mr. Ryan Wolf, Curriculum Specialist, presented Pearson's "Elevate Science" middle school primary resources and McGraw-Hill "Inspire Science" high school primary resources to the Board for consideration. The resources which include textbooks and online learning tools will be available for public feedback until May 10, 2019. The Board will vote on adopting the curriculum at the May 14, 2019, Board Meeting.

5. Public Comments
The following individuals spoke to the Board regarding budget and salary concerns: Mr. Evan West, Uniserve Director; Ms. Heather Roth, teacher; Dr. Patrick Damon, teacher; Ms. Stephanie Lewis, teacher; and Ms. Lois Lipscomb, cafeteria assistant and Garrett County Education Association Education Staff Professional Representative.

6. Policies and Procedures
EEBAA Vehicle Use Policy – Action
Mr. Richard Wesolowski, Director of Transportation, requested the Board approve the revised EEBAA Vehicle Use Policy. Revisions to the policy and procedure included information about rental cars which should not be used to transport students.

A motion was made by Rodney Glotfelty to approve the revisions to EEBAA Vehicle Use Policy, and Tom Woods seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

7. Continuing Business
A. DRAFT FY2020 Superintendent Budget
Mrs. Sweitzer gave an overview of the Unrestricted Operating Budgeted Revenue, the Unrestricted Operating Budgeted Expenditures, the Unrestricted Operating Budget by Object, and the Unrestricted Operating Budget by Category. Mrs. Sweitzer also answered questions from the Board regarding various departments in the FY2020 budget. The Board will discuss this further and take action on the FY2020 budget at its Special Budget Meeting on April 15, 2019.

B. Strategic Facilities Plan Update
Mr. Matthew Paugh, Board President, provided an update on the Strategic Facilities Plan.
Mr. Paugh indicated that the first Strategic Facilities Committee meeting is April 10, 2019, at Garrett College. A second committee meeting will be held on April 25, 2019.

8. New Business
A. Southern Garrett High School Project Bids - Action
Mr. William Swift, Director of Facilities, Maintenance, Operations, and Security, presented three project bids for Southern Garrett High School to the Board for their consideration.

i. Tom Woods made a motion to approve Firestate LLC as the vendor for the fire alarm replacement project, and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

ii. Tom Woods made a motion to approve Daystar Builders for mechanical unit replacement and Monica Rinker seconded the motion. Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

iii. Tom Woods made a motion to approve Harbel, Inc., as vendor for front entrance / security vestibule project pending approval of additional funding from leftover state QZAB funds. Rodney Glotfelty seconded the motion. Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

9. Board Business
A. Student Board Member Report
Ms. Katherine Catulle, Student Member of the Board, discussed student council and school-based activities and events at the middle and high schools.

B. Board Member Updates
Mrs. Sebold attended a student robotic fundraiser, the Northern Garrett High School JROTC Awards Dinner, and the high school mock trial appreciation dinner. Mrs. Rinker attended the Northern Garrett High School FFA pancake dinner, Southern Middle School 8th grade dance, high school mock trial appreciation dinner, and Southern Garrett High School theatre production of Little Shop of Horrors. Mr. Woods attended Southern High School boys state basketball championship games in College Park, and Mr. Glotfelty finished up on the school visits.

C. Audit Firm Selection - Action
Mrs. Sweitzer requested the Board’s approval to retain The Rodeheaver Group, P.C. as the Board’s auditor. Rodney Glotfelty made a motion to retain The Rodeheaver Group, P.C. as the Board’s auditor and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries;

Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

10. Informational Items
A. April 2019 School Activities
B. April 2019 Home and School Connection

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

The meeting adjourned at 10:30 p.m.