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

PUBLIC SESSION MINUTES
Tuesday, June 11, 2019

Board Members present included Dr. 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 Sweitzer, Director of Finance; Mr. William Swift, Director of Facilities, Maintenance, Operations, and Security; Mr. Richard Wesolowski, Director of Transportation; and Dr. Nicole Miller, Principal of Southern Garrett High School. The meeting was held at Central Office in the Board Room.

1. Opening

A. Call to Order
Dr. Matthew Paugh, Board President, called the meeting to order at 4:02 p.m.

B. Move to Executive Session - Action
The Board of Education met in an Executive Session on Tuesday, June 11, 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: investment of public funds, pursuant to §3-305(b)(5); review of Executive Session minutes; personnel topics, pursuant to §3-305(b)(1); collective bargaining/negotiations topics, pursuant to §3-305(b)(9); legal topics, pursuant to §3-305(b)(7); and administrative function topics.

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 topics discussed in the closed session included the following:

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

II. Investment of Public Funds pursuant to §3-305(b)(5):
Mrs. Sweitzer, Director of Finance, Mrs. Annette Chapman, Vice President, Sr. Wealth Advisor and Investment Executive of First United Wealth Management; and Mr. Sean McCreery, Assistant Vice President, and Wealth Investment Officer of First United Wealth Management, spoke to the Board regarding the Board of Education’s Other Post-Employment Benefits (OPEB) trust. They provided the account performance to date including account holdings, statement of change (fiscal year to date), and performance evaluation. Mrs. Sweitzer recommended the Board prefund the trust from a positive budget variance in salaries and fixed charges.

Rodney Glotfelty made a motion to invest $550,000 into the OPEB trust. The motion died for lack of a second.

Rodney Glotfelty made a motion to invest $425,000 into the OPEB trust. The motion also died for lack of a second.

The Board discussed the investment options further and their concerns regarding capital projects and other school system needs.

Rodney Glotfelty made a motion to invest $375,000 into the OPEB trust. Charlotte Sebold seconded the motion. Motion carries in a 3:0 vote. Yea: Rodney Glotfelty, Monica Rinker, Charlotte Sebold; Abstain: Tom Woods. Mr. Woods recused himself from the OPEB discussions and actions as he is a retiree of Garrett County Public Schools

III. Executive Session Minutes:
The Board reviewed the Executive Session minutes from the May 14, 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.

The Board reviewed the Executive Session minutes from the June 4, 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.

IV. Personnel pursuant to §3-305(b)(1):

a. Professional Leave Request: Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented a professional leave request to the Board for their approval.

Tom Woods made a motion to approve the School Nutrition Association Annual Conference professional leave request and Charlotte Sebold 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.

b. Certificated Staffing Recommendations:
Dr. Jane Wildesen, Director of Human Resources, requested the Board approve certificated staffing recommendations. Dr. Wildesen also shared the non-certificated employees recently approved by the Superintendent. The Board took this matter into consideration and voted on the certificated recommendations during the Public Session.

c. Update

i. Involuntary Transfer
Ms. Baker provided an update on an involuntary transfer for an employee. The Board considered this information but took no action on this item.

ii. Employee Investigation
Dr. Wildesen provided an update on an employee investigation. The Board considered this information but took no action on this item.

d. Organizational Chart
Ms. Baker discussed the changes to the organizational chart as discussed previously at the March 12, 2019, Executive Session. She provided a revised organizational chart. The Board considered this topic but did not take any action on this item.

e. Superintendent Evaluation
The Board discussed the Superintendent Evaluation.

V. Negotiations pursuant to §3-305(b)(9):
Dr. Wildesen and Mrs. Sweitzer provided an update on negotiations. The Board will take action on ratifying the bargaining group agreements during the public session.

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

a. Update on Pending Litigation
Mr. Brandon Hoover, Board Attorney, provided an update on a pending lawsuit that had been filed against a bus driver.

b. Update on Breach of Contract
Mr. Hoover provided an update on a breach of contract.

c. Legal Counsel
Mr. Hoover requested the Board clarify the process for legal counsel communications and requests.

VIII. Administrative Function
Ms. Barbara Baker, Superintendent, discussed an administrative function topic with the Board. The Board took this matter into consideration but took no action.

IX. Recess and Adjournment
The Board recessed the meeting at 6:41 p.m. to go back into the Public Session.

The Board returned to the Executive Session at 10:10 p.m. Charlotte Sebold made a motion to adjourn the Executive Session, and Rodney Glotfelty seconded the motion. The Board unanimously approved adjourning the Executive Session at 12:05 am with a yea vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Tom Woods.

2. Welcome

A. Re-Opening of Public Session
Dr. Matthew Paugh, Board President, reopened the meeting at 6:48 p.m.

B. Moment of Silence

C. Pledge of Allegiance - Student Board Member
Ms. Katherine Catulle, Student Member of the Board, 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 Consent Agenda - Action
The consent agenda included the certificated staffing recommendations.

Monica Rinker asked that the Southern Middle School principal be removed from the consent agenda. Dr. Paugh acknowledged its removal.
Monica Rinker made a motion to approve the revised consent agenda. Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

Tom Woods made a motion to amend the consent agenda to include the remaining certificated recommendations. Tom Woods made a motion to approve the amended consent agenda and Charlotte Sebold seconded the motion. Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

Certificated staffing recommendations included:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Location</th>
<th>Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brooks Elliott</td>
<td>Coordinator of Special Programs</td>
<td>CO</td>
<td>7/1/2019</td>
</tr>
<tr>
<td>Ryan Wolf</td>
<td>Supervisor of Mathematics and Science</td>
<td>CO</td>
<td>7/1/2019</td>
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<tr>
<td>Mary VanSickle</td>
<td>Coordinator of Mental Health</td>
<td>CO</td>
<td>7/1/2019</td>
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<tr>
<td>Jo Malcolm</td>
<td>IEP Coordinator</td>
<td>CO</td>
<td>8/06/2019</td>
</tr>
<tr>
<td>William Ringer</td>
<td>English Teacher</td>
<td>SH</td>
<td>8/20/2019</td>
</tr>
<tr>
<td>Tracy Rider</td>
<td>Math Teacher</td>
<td>SH</td>
<td>8/20/2019</td>
</tr>
<tr>
<td>Amy Spiker</td>
<td>Title I Counselor</td>
<td>YG</td>
<td>8/13/2019</td>
</tr>
<tr>
<td>Kirsten Welch</td>
<td>Behavior Coach</td>
<td>AC/GV/RF</td>
<td>8/20/2019</td>
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<tr>
<td>Kyle Dinterman</td>
<td>PE Teacher</td>
<td>SH</td>
<td>8/20/2019</td>
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<tr>
<td>Kendra Hardesty</td>
<td>STARS Teacher</td>
<td>GV</td>
<td>8/20/19</td>
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<tr>
<td>Ahna Lewis</td>
<td>English Teacher</td>
<td>SH</td>
<td>8/20/2019</td>
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<tr>
<td>Emily Michael</td>
<td>English Teacher</td>
<td>SH</td>
<td>8/20/2019</td>
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<tr>
<td>John Hummel</td>
<td>Principal</td>
<td>SX</td>
<td>7/1/2019</td>
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<tr>
<td>Haley Oliphant</td>
<td>Athletic Trainer</td>
<td>NH</td>
<td>8/01/2019</td>
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Tom Woods made a motion to amend the agenda to include the Southern Middle School Principal Certificated Staff Recommendation as a separate item. Charlotte Sebold seconded the motion. Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

F. Southern Middle School Principal Certificated Staffing Recommendation - Action

Rodney Glotfelty made a motion to approve John Hummel for the position of Southern Middle School principal. Tom Woods seconded the motion. Motion carries in a 3:2 vote. Yea: Rodney Glotfelty, Tom Woods, Matthew Paugh; Nay: Monica Rinker, Charlotte Sebold. Mr. Hummel will be the Southern Middle School principal effective July 1, 2019.

G. Approval of the May 14, 2019 Public Session Minutes - Action

The Board discussed an amendment 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

H. Approval of the June 4, 2019 Public Session Minutes - Action

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

I. Closed Session Summaries

Ms. Barbara Baker, Superintendent, read the May 14, 2019, and June 4, 2019, Closed Session Summaries:

The Board of Education met in an Executive Session on Tuesday, May 14, 2019, at Central Office in the Board Room at 4:05 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); collective bargaining/negotiations topics, pursuant to §3-305(b)(9); investment of public funds, pursuant to §3-305(b)(5); legal topics, pursuant to §3-305(b)(7); and administrative function topics.

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 topics discussed in the closed session included the following:

I. Opening
Dr. Paugh opened the meeting at 4:05 p.m.

II. Executive Session Minutes:
The Board reviewed the Executive Session minutes from the April 9, 2019, meeting. Tom Woods made a motion to accept the minutes as amended, and Charlotte Sebold 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. Student Member of the Board

   The Board discussed the applicant for the Student Member of the Board for 2019-20 as well as the alternate member. The Board took this matter into consideration and voted on the candidate and alternate during the Public Session.

   b. Certificated Staffing Recommendations

   Dr. Jane Wildesen, Director of Human Resources, presented certificated staffing recommendations to the Board for 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**

The Board discussed reclassification of an employee.

d. **Superintendent Evaluation**

The Board discussed the Superintendent Evaluation and scheduled further meetings to discuss the evaluation.

**IV. Negotiations pursuant to §3-305(b)(9):**

Dr. Wildesen and Mrs. Switzer provided an update on negotiations and requested the Board approve changes to the Unit I and Unit III parameters. Tom Woods made a motion to change the parameters. Monica Rinker seconded the motion. The Board unanimously approved the motion with a yea vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Tom Woods.

**V. Investment of Public Funds pursuant to §3-305(b)(5):**

Mrs. Alison Switzer, Director of Finance, recommended the Board prefund the other post-employment benefits (OPEB) trust. She will provide further information at the June 11, 2019, Board Meeting for possible approval and action. Mr. Woods recused himself from the discussions and any future actions as he is a retired Garrett County Public Schools employee.

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 a Warranty Claim Regarding Repair at a School**

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 two administrative function topics with the Board. The Board took these matters into consideration but took no action.

**VIII. Recess and Adjournment**

The Board recessed the meeting at 6:05 p.m. to go back into the Public Session. The Board returned to the Executive Session at 9:16 p.m. Monica Rinker made a motion to adjourn the Executive Session, and Charlotte Sebold seconded the motion. The Board unanimously approved adjourning the Executive Session at 10:11 p.m. with a yea vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Tom Woods.

Board Members present included Dr. 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 for part of 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 Switzer, Director of Finance; and Ms. Karen Brewer, Executive Assistant to the Superintendent, attended part of the meeting.

June 4, 2019 Closed Session Summary:

The Board of Education met in an Executive Session on Tuesday, June 4, 2019, at 1209 Youghiogheny Drive in Mt. Lake Park, MD at 1:01 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following item: personnel topic, pursuant to §3-305(b)(1). 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 topic discussed and actions taken include the following:

**Personnel topic, pursuant to §3-305(b)(1): Superintendent Evaluation**

The Board discussed the Superintendent Evaluation.

**Adjournment**

Charlotte Sebold made a motion to adjourn the Executive Session and Tom Woods seconded the motion. The Board unanimously approved adjourning the Executive Session at 3:01 p.m., with a yea vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Tom Woods. Board Members present included Dr. Matthew Paugh, Board President; Mr. Tom Woods, Vice President; Board Members: Mr. Rodney Glotfelty, Mrs. Monica Rinker, and Mrs. Charlotte Sebold.

**J. Announcements**

Ms. Baker discussed upcoming events and meeting dates.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>June 11</td>
<td>Last Day of School for Students Students Dismissed 3 Hours Early</td>
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<tr>
<td>June 12</td>
<td>Professional Day</td>
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<td>Last Day for Teachers</td>
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<td>June 19</td>
<td>MABE Board Service: Open Meetings Act</td>
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<td>MABE Office in Annapolis, MD 9:30 - 12:30 p.m.</td>
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3. Recognitions

A. Laura Huelskamp - 2019 Carson Scholarship Recipient
Dr. Matthew Paugh, Board President, recognized Ms. Laura Huelskamp, a 7th grade student at Northern Middle School, for being named a 2019 Carson Scholarship recipient.

B. FIRST FRC Team 1629
Mr. Monica Rinker, Board Member; Charlotte Sebold, Board Member; and Katie Catulle, Student Member of the Board, recognized FIRST Robotics Competition (FRC) Team 1629 for their many accomplishments this season. Garrett County Public School’s FIRST Robotics Competition Team 1629, GaCo, finished its 15th season ranked 8th in the Chesapeake District composed of 129 other FRC teams across Maryland, DC, and Virginia with a 32-23-2 official play record. GaCo was also the recipient of the Chairman’s Award at their first qualification event in Haymarket, VA, and the Autonomous Award at their second qualifier.

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

Southern Garrett High School Presentation
Dr. Nicole Miller, Principal of Southern Garrett High School, and several students presented highlights of their school’s programs and activities to the Board. Students discussed the school year’s performing arts performances and activities, the many athletic accomplishments, the RAMS Read program, participation in the Western Maryland Fitness Challenge, Model United Nations awards, the AP Computer Science Female Diversity Award, and the Skills USA awards and accomplishments.

5. New Business

A. School Meal Rate Increase - Action
Mr. Scott Germain, Supervisor of Food and Nutrition Services, requested the Board approve an increase in the meal prices for the 2019-2020 school year. He stated that they are required to raise just 10 cents this year due to the reauthorization of the food and nutrition program, which required school systems to raise prices of paid lunches to be equal to that of a free lunch reimbursement. The rate increase will not affect students that qualify for free lunches.

Monica Rinker made a motion to increase the meal prices by 10 cents and Tom Woods seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

B. Special Education Staffing Plan - Action
Ms. Heather Raybold, Director of Special Education, introduced Dr. Chelsie Manges as the Interim Director of Special Education. Ms. Raybold then shared the Special Education staffing plan for 2019-20. She discussed the minor changes to staff.

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

C. Physical and Occupational Therapy RFP - Action
Ms. Raybold requested the Board approve the recommended vendor, School Therapy Services, for physical and occupational therapy services for Garrett County Public Schools for FY2019-20. School Therapy Services met all the qualifications as outlined in the RFP and has been providing these services for GCPS for 27 years.

Tom Woods made a motion to retain School Therapy Services for physical and occupational therapy services for GCPS, and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

D. Student Handbook for 2019-20 School Year - Revised
Dr. Phil Lauver, Supervisor of Pupil Services, presented the draft FY2020 Student Handbook to the Board for their first review. Minor changes including updates to the disciplinary measures based on the Every Student Succeeds Act (ESSA) requirements for school systems. The Board will take action on the Student Handbook for 2019-20 at the July 9, 2019, Board Meeting.

6. Public Comments

There was no public comment at the meeting.

7. Continuing Business

A. Educational Facilities Master Plan - Action
Mr. William Swift, Director of Facilities, Maintenance, Operations and Security, presented the 2019 Educational Facilities Master Plan to the Board for their approval. Mr. Swift discussed the changes from the prior year including the State’s rate of capacity changes. The Board requested minor revisions to the plan.

Monica Rinker made a motion to approve the 2019 Educational Facilities Master Plan with minor revisions and Tom Woods seconded the motion. Final Resolution: Motion Carries
B. Strategic Planning Committee Update
Dr. Matthew Paugh provided an update on the Strategic Planning Committee work. He stated the committee met for their fourth meeting on May 23, 2019, and discussed the three listening sessions. It was observed Dr. Lever considered the community turnout to be good. Certain themes were prominent among the speakers and those who submitted comments including the value placed on community schools, smaller classrooms, equity in the teacher-to-student ratio, and related topics that affect the quality of education. A large number of speakers spoke in favor of not closing or consolidating schools, although a few speakers supported investigation of these topics based on academic and efficiency factors. Research subcommittees were formed to look at the following topics: Grade Configurations, Alternative Education, Single High School/CTE High School, and Community Schools. The SFC met again on June 6, 2019 and each subcommittee provided a brief update on their research findings. The committee continued discussions on planning objectives and began preliminary discussions on planning options. The committee will meet again on June 18 and June 20.

8. Policies and Procedures
A. IHOA Leaving School for Curricular, Co-Curricular or Extra-Curricular Events Policy - Action
Mrs. Karen Devore, Executive Director of Curriculum, Instruction, and Administration, requested the Board approve the revised IHOA policy. The policy was updated in the new format and had very minor changes. The Board discussed the procedure and requested further changes be made.

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

B. GCBDA Family Medical Leave Act Policy - Action
Dr. Jane Wildesen, Director of Human Resources, presented the revised GCBDA policy to the Board for their approval. The policy was revised to be in the new format and to include updates to the Family Medical Leave Act (FLMA) as required by the U.S. Department of Labor.

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

C. GCC Employment of Non-Administrative Professional Employees Policy - Action
Dr. Wildesen presented revisions to the GCC Policy for the Board to approve. Based on questions from the Board, the policy was tabled until the next Board Meeting. No action was taken on this policy.

D. GDD Workforce Plan for Non-Instructional Support Service Personnel Policy - Action
Dr. Wildesen presented the revised GDD Workforce Plan for Non-Instructional Support Service Personnel Policy to the Board for their approval. This policy was also updated in the new format, and a purpose statement was added. The Board requested further revisions to the policy.

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

E. GDC Employment of Supportive Services Employees Policy and Procedure – Revised
Dr. Wildesen presented revisions to GDC Employment of Supportive Services Employees Policy and Procedure to the Board for their first review. Updates to the policy included adding purpose, scope, policy statement, and responsibilities. The procedure was revised in the new format and to reflect the current employment practices. The Board requested further revisions to the policy and procedure.

F. GEC Teacher Re-Assignment Transfer Policy and Procedure - Revised
Dr. Wildesen presented revisions to the GEC Teacher Re-Assignment Transfer Policy to the Board for their first review. Dr. Wildesen also introduced the new corresponding procedure. The policy was revised to include purpose, scope, and policy statement. The Board requested minor verbiage changes to the policy and procedure.

G. GE Contracts, Tenure, Resignations Policy and Procedure – Revised
Dr. Wildesen presented revisions to GE Contracts, Tenure, Resignations Policy and Procedure to the Board for their first review. Updates were made to the policy to include purpose, scope, policy statement, and responsibilities. The policy and procedure were also revised to reflect updates to COMAR, Annotated Code of Maryland, and current practices.

H. JB Educational Equity Policy – New
Mrs. Karen Devore presented the new JB Educational Equity Policy to the Board for their first review. The policy was created to ensure educational equity is received by all students of Garrett County Public Schools. Each school system in the state is required by the State Superintendent to implement an educational equity policy as well. The policy will be voted on at the July 9, 2019, Board Meeting.

I. BBBH Student Member of the Board of Education Policy and Procedure – Revised
Dr. Paugh presented revisions to the BBBH Student Member of the Board of Education Policy and Procedure for the Board’s first review. The policy was updated in the new format, and the procedure was revised to include the purpose and to clarify the requirements and responsibilities of the alternate student member.

9. Board Business
A. Student Member Report
Ms. Katherine Catulle, Student Member of the Board, provided an update on school activities and events as well as student council meetings.

**B. Board Member Updates**
The Board Members discussed recent school based activities they attended including graduation, awards ceremonies, banquets, special programs, and school/facility visits.

**C. Ratification of Employee Contracts – Action**
A motion was made by Monica Rinker to approve the ratification of the Head Custodians/Cafeteria Managers (GCAFT) employee agreement and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries: Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

Tom Woods made a motion to approve the ratification of the Administrators and Supervisors (GASA) employee contract. Rodney Glotfelty seconded the motion. Motion Carries: Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

Rodney Glotfelty made a motion to approve the ratification of the Unit 1 (Certificated) and Unit III (Support) employee agreements. Tom Woods seconded the motion. Motion Carries: Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

**10. Informational Items**

**A. Home and School Connection Summer Information**

**11. Recess and Adjournment**

**A. Recess**
The Board recessed the meeting at 10:04 to return to Executive Session to continue discussions regarding personnel items and legal matters.

**B. Adjournment**
The Board returned to the Public Session at 12:06 a.m. Tom Woods made a motion to adjourn the meeting and Charlotte Sebold seconded the motion. The Board unanimously approved the adjournment. The meeting adjourned at 12:07 a.m.