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; Dr. Jane Wildesen, Director of Human Resources; Mr. William Swift, Director of Facilities, Maintenance, Operations, and Security; Dr. Phil Lauver, Supervisor of Pupil Services; and Ms. Katherine Catulle, 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 4:00 p.m.

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

C. Move to Executive Session
Nathan Sorber 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 Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

D. Executive Session - Closed to the Public
The Board of Education met in an Executive Session on Tuesday, July 10, 2018, 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); and administrative function topics, which is specifically excluded from the Open Meetings Act by virtue of §3-103(a)(1)(i) of the General Provisions Article of the Annotated Code of Maryland.

Nathan Sorber 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 Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods. The closed session began at 4:02 p.m. The Board recessed the Executive Session at 5:33 p.m. The Executive Session reconvened at 7:57 p.m. The topics discussed and actions taken include the following:

Executive Session Minutes
The Board reviewed the Executive Session minutes from the June 12, 2018, meeting. The Board requested minor revisions to the minutes. Nathan Sorber made a motion to accept the amended minutes, and Tom Woods 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.

The Board reviewed the Executive Session minutes from the June 25, 2018, meeting. Tom Woods made a motion to accept the minutes, and Charlotte Sebold seconded the motion. The Board unanimously voted to approve the minutes, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Personnel topics, pursuant to §3-305(b)(1) :
  a. 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.

b. Updates
Dr. Wildesen provided an update on staffing changes since the last Board meeting. The Board took this matter into consideration, but took no action.

c. Superintendent Evaluation
The Board discussed the Superintendent Evaluation and set a meeting for Wednesday, July 25, at 12:00 noon to continue work on the evaluation.

Administrative Function, pursuant to §3-103(a)(1)(i)
The Board considered and discussed various administrative function topics including athletic trainers, robotics program committees, custodial staffing, carryover request, long term substitutes, employee certifications, Student Educational Planning Guide, and responses to parent inquiries regarding various matters. No actions were taken by the Board on these matters.

Recess and Adjournment
The Board recessed the Executive Session at 5:33 p.m. The Executive Session reconvened at 7:57 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 9:19 p.m., with a yea vote from Charlotte Sebold, Monica Rinker, Nathan Sorber, and Tom Woods.

Board Members present included Mr. Matthew Paugh, Board 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; Mr. Brandon Hoover, Board Attorney; and Dr. Jane Wildesen, Director of Human Resources, were also present for part of the meeting. Mrs. Karen Brewer, Executive Assistant to the Superintendent, was present for part of the meeting for the purpose of taking minutes.

2. Welcome

A. Re-Opening of Public Session
Mr. Matthew Paugh re-opened the Public Session at 5:35 p.m.

B. Approval of the Agenda - Action
Mr. Paugh stated that there was an addition to the agenda. The Southern Garrett High School partial roof replacement project was added under Continuing Business.

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

C. Approval of the June 12 and 25, 2018, Public Session Minutes - Action
The Board discussed minor revisions to the June 12, 2018 minutes. Nathan Sorber made a motion to approve the amended June 12, 2018 Public Session Minutes and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Nathan Sorber, and Monica Rinker

Tom Woods made a motion to approve the June 25, 2018 Public Session Minutes and Nathan Sorber seconded the motion. Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

D. Consent Agenda – Action
The Consent Agenda included the approval of certificated employees.

<table>
<thead>
<tr>
<th>CERTIFICATED</th>
<th>Position</th>
<th>Location</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tracie Miller</td>
<td>Principal</td>
<td>Grantsville Elementary</td>
<td>8/1/2018</td>
</tr>
<tr>
<td>Stephanie Mayle</td>
<td>Judy Center Early Teacher</td>
<td>Southern End Elementary Schools</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Erica Foley</td>
<td>Literacy Coach/Teacher</td>
<td>Southern End Schools</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Dara McGGettigan</td>
<td>Literacy Coach/Teacher</td>
<td>Southern End Schools</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Kim Paul</td>
<td>Literacy Coach/Teacher</td>
<td>Northern End Schools</td>
<td>8/21/2018</td>
</tr>
</tbody>
</table>

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

E. Moment of Silence

F. Pledge of Allegiance - Student Board Member
Ms. Katherine Catulle, Student Member of the Board, led the Board and public in the Pledge of Allegiance.

G. Closed Session Summaries
Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the June 12 and 25, Board Meeting:

Closed Session Summary from the June 12, 2018 Board of Education Meeting

The Board of Education met in an Executive Session on Tuesday, June 12, 2018, at Central Office in the Board Room at 4:09 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: review of Executive Session minutes; personnel topics, pursuant to §3-305(b)(1); collective bargaining/negotiations topics pursuant to §3-305(b)(9), legal opinion pursuant to §3-305(b)(7); and administrative function topics, which is specifically excluded from the Open Meetings Act by virtue of §3-103(a)(1)(i) of the General Provisions Article of the Annotated Code of Maryland.

Charlotte Sebold 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, and Tom Woods. The closed session began at 4:09 p.m. The Board recessed the Executive Session at 5:50 p.m. The Executive Session reconvened at 8:20 p.m. The topics discussed and actions taken include the following:

Executive Session Minutes
The Board reviewed the Executive Session minutes from the May 8, 2018, meeting. Tom Woods made a motion to accept the amended minutes, and Monica Rinker seconded the motion. The Board unanimously voted to approve the amended minutes,
Personnel topics, pursuant to §3-305(b)(1) :

a. Professional Leave Request
Ms. Barbara Baker, Superintendent, presented three professional leave requests for the Board's approval.
1. Charlotte Sebold made a motion to approve the DENSI Principal's Summit professional leave request for July 12 – 15, 2018, and Tom Woods seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Monica Rinker, Charlotte Sebold, and Tom Woods.
2. Tom Woods made a motion to approve the IMSE Comprehensive Trainee Training professional leave request for June 24 – 30, 2018, and Charlotte Sebold seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Monica Rinker, Charlotte Sebold, and Tom Woods.
3. Monica Rinker made a motion to approve the IMSE Comprehensive Trainee Training professional leave requests in July and August, and Tom Woods seconded the motion. The Board unanimously approved the professional leave requests with a yea vote from 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.

c. Broad Ford Elementary School Secretary
The Board discussed concerns about the loss of a Broad Ford Elementary School secretary. The Board took this matter under consideration, but no action was taken at the meeting.

Collective Bargaining/Negotiation topics, pursuant to §3-305(b)(9):
Dr. Wildesen provided an update to the Board regarding negotiation status for Unit I and Unit III negotiating groups. The two groups have reached agreements and ratified on May 31, 2018. The Board took this matter under consideration and signed the agreements during the Public Session.

Legal opinion pursuant to §3-305(b)(7):
Mr. Brandon Hoover, Board Attorney, provided legal advice regarding the appropriate use of Administrative Function topics in meetings.

Mr. Hoover also provided the Board of Education with a legal opinion regarding budget-carryover. The Board asked Mr. Hoover to draft a letter regarding carryover which the Board will consider at a future meeting. No action was taken at the meeting.

Administrative Function
The Board considered and discussed various administrative function topics including OPEB Trust; budget amendment; custodial changes; athletic trainers; complaint to the Office of Civil Rights; letter concerning a principal; and church flyer distribution. No actions were taken by the Board on these matters.

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 10:31 p.m., with a yea vote from Charlotte Sebold, Monica Rinker, and Tom Woods.

Board Members present included Dr. Nathan Sorber, Vice President and Acting President, Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. Mr. Matthew Paugh, President, was not able to attend the meeting. Mrs. Barbara Baker, Secretary -Treasurer / Superintendent of Schools; and Mr. Brandon Hoover, Board Attorney; were also present for the meeting. 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.

Closed Session Summary from the June 25, 2018 Board of Education Meeting
The Board of Education met in an Executive Session on Monday, June 25, 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: personnel topics, pursuant to §3-305(b)(1); and legal opinion 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 Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods. The closed session began at 4:02 p.m. The Board adjourned the Executive Session at 4:48 p.m. The topics discussed and actions taken include the following:

1. Personnel topics, pursuant to §3-305(b)(1) :
   a. Professional Leave Requests
      Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented two professional leave requests for the Board's approval.
      1. Tom Woods made a motion to approve the Access CS professional leave request for July 9 – 13, 2018, and Nathan Sorber seconded the motion. The Board unanimously approved the professional leave request with a
yea vote from Monica Rinker, Charlotte Sebold, and Tom Woods.

2. Tom Woods made a motion to approve the PowerSchool University professional leave request for July 22 – 26, 2018, and Charlotte Sebold seconded the motion. The Board unanimously approved the professional leave request with a yea vote from 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.

c. Superintendent Evaluation
The Board discussed the Superintendent’s Evaluation.

2. Legal opinion pursuant to §3-305(b)(7):

a. Carryover
Mr. Brandon Hoover, Board Attorney, presented the Board with a draft letter to the County Commissioners regarding a memorandum of understanding (MOU) which relates to the Board of Education’s undesignated/unreserved fund balance. The letter expresses the Board’s request to withdraw from the MOU. The Board discussed a few minor revisions to the letter.

Tom Woods made a motion to approve the amended letter and Monica Rinker seconded the motion. The Board unanimously approved the amended letter, with a yea vote from Charlotte Sebold, Monica Rinker, Nathan Sorber, and Tom Woods.

3. Adjournment
Monica Rinker made a motion to adjourn the Executive Session and Tom Woods seconded the motion. The Board unanimously approved adjourning the Executive Session at 4:48 p.m., with a yea vote from Charlotte Sebold, Monica Rinker, Nathan Sorber, and Tom Woods.

Board Members present included Mr. Matthew Paugh, President, and Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. Dr. Nathan Sorber, Vice President, attended the meeting via a conference call. Mrs. Barbara Baker, Secretary - Treasurer / Superintendent of Schools; Mr. Brandon Hoover, Board Attorney; Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; and Dr. Jane Wildesen, Director of Human Resources, were present for part of the meeting. Mrs. Karen Brewer, Executive Assistant to the Superintendent, was present for part of the meeting for the purpose of taking minutes.

H. Announcements
Ms. Barbara Baker, Superintendent, discussed upcoming events and meetings.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>August 21</td>
<td>MABE New Board Orientation: Student Board Members</td>
</tr>
<tr>
<td>August 23</td>
<td>GCPS Reunion Meeting / Staff Development CARC Building 8:30 - 11:00 a.m.</td>
</tr>
<tr>
<td>September 27</td>
<td>Special Board of Education Meeting Audit Review 5:00 p.m.</td>
</tr>
<tr>
<td>October 3 – 5</td>
<td>MABE Annual Conference Ocean City, MD 5:30 – 9:30 p.m.</td>
</tr>
<tr>
<td>October 12</td>
<td>Teacher of the Year Gala Martins West in Baltimore, MD</td>
</tr>
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3. New Business

A. Science Dimensions Hybrid Textbook Series
Mr. Ryan Wolf, Mathematics and Science Curriculum Specialist, presented the new science textbooks for the Board to review. The textbook series is “Science Dimensions Hybrid” by Houghton Mifflin Harcourt and is for grade levels Kindergarten through 5th grade. The series will be available for public review and feedback at the Central Office on the first floor as well as a school on the northern end of the county from July 11, 2018, through August 10, 2018. A release will be sent out with further information.

4. Continuing Business

A. Student Handbook for 2018-19 School Year - Action
Dr. Phil Lauver, Supervisor of Pupil Services, requested the Board approve the Student Handbook for the 2018-19 School Year. Dr. Lauver provided a summary of the recommended revisions for this school year’s Student Handbook.

A motion was made by Monica Rinker to approve the 2018-19 Student Handbook and seconded by Nathan Sorber. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

B. Fiscal Year (FY) 2020 CIP

The Board discussed the recommended maintenance projects for the FY2020 - FY2025 Capital Improvement Plan (CIP) as provided by Mr. William Swift, Director of Facilities, Maintenance, Operations and Security. The Board decided to keep the recommended projects in the same priority order as recommended by Mr. Swift and his Maintenance staff. The Board will vote on the final FY2020 CIP at the August 14, 2018, Board Meeting.

C. SGHS Partial Roof Replacement Project - Action

Mr. William Swift presented the Southern Garrett High School partial roof replacement project to the Board. Mr. Swift stated that the project was for the roof replacement for Southern Garrett High School's media center, band hallway, and agricultural hallway. Mr. Swift requested approval for Hite Associates to begin work on this project as they were the only qualified bid received for this project.

Monica Rinker made a motion to approve Hite Associates to complete the SGHS partial roof replacement project, and Tom Woods seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

D. RISE Strategic Plan Timeline - Action

Mr. Matthew Paugh, Board President, asked the Board if they had any changes to the strategic issues based on the public feedback they received. Dr. Sorber stated that he values the feedback that was received and these concerns would be considered in the strategic planning development. He, however, did not think that the strategic issues that the Board proposed at the last Board meeting needed to be revised.

Ms. Barbara Baker discussed the proposed RISE Strategic Plan Timeline. The Board requested adjustments to the timeline:
- The August 14, 2018, Board Meeting would be a report of the strategic planning committees.
- The September 11, 2018, Board Meeting would be the public presentation of strategic options.
- The following Board Meetings in October, November, and December would be adjusted based on these changes.

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

5. Public Comments

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

6. Policies and Procedures

A. IHM High School Course Selection and School Schedules Policy and Procedure - Revised

Ms. Barbara Baker, Superintendent, presented the new IHM High School Course Selection and School Schedules Policy and the recommended revisions to the corresponding procedure to the Board for their first review. The revisions included adding the Maryland State Department of Education (MSDE) approved on-line courses (MVLO) to the high school course selection and removing the Adult Career and Technology Academy (ACTA) references as this is no longer in existence.

B. KHC Distribution of Materials Procedure - Revised

Ms. Barbara Baker presented the revised KHC Distribution of Materials Procedure to the Board. Revisions to the procedure were made to include Garrett County Public Schools partners who would automatically receive approval to distribute information at the schools. GCPS Partners include Garrett County Health Department, Garrett County Community Action Committee, Local Management Board, Garrett College, and Garrett Regional Medical Center. Other agencies would have to submit a form for approval and must validate that they are a nonprofit organization. Upon approval, the information would be made available to the students via informational tables at the schools. Outside agencies (non-partners) would no longer be able to distribute information to students via the students’ backpacks.

C. GCG Annual Leave Policy and Procedure - Revised

Dr. Jane Wildesen, Director of Human Resources, presented the revised GCG Annual Leave Policy and Procedure to the Board for their first review. Dr. Wildesen stated that GCG Policy is a combination of the original 560 Use of Annual Leave Policy for Certificated Personnel and 643 Use of Annual Leave Policy for Support Services Personnel. The policy and corresponding procedure were revised to reflect the current practices for annual leave including accrual methods, periods, and processes.

7. Board Business

A: Student Board Member Report

Ms. Katherine Catulle, Student Member of the Board, stated that the Garrett County Association of Student Councils (GCASC) met on June 14, 2018. At this meeting, the officers were sworn in, and upcoming meetings, including the fall leadership
conference, were discussed. Ms. Catulle also completed an outreach to principals and student council advisers introducing herself as the new Student Member of the Board.

B. Board Member Updates
Mr. Paugh thanked the Board for their support during his absence at the June Board Meeting.

C. November Board Meeting Date
The Board discussed changing the November Board Meeting due to a conflict in the Superintendent's schedule. The Board selected November 14, 2018, as the new meeting date with same time and location as other Board meetings.

8. Recess and Adjournment

A. Recess
Tom Woods made a motion to recess the Public Session to return to the Executive Session. Charlotte Sebold seconded the motion. Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

The meeting recessed at 7:44 p.m.

B. Adjournment
The Board returned to the Public Session. Tom Woods made a motion to adjourn the meeting, and Nathan Sorber seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

The meeting adjourned at 9:20 p.m.