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; 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 Transportation; Mr. Scott Germain, Supervisor of Food and Nutrition Services; Mr. Ryan Wolf, Curriculum Specialist; 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 4:01 p.m.

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

C. Move to Executive Session
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.

D. Executive Session - Closed to the Public
The Board of Education met in an Executive Session on Tuesday, August 14, 2018, at Central Office in the Board Room at 4:04 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 topic, 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.

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 4:04 p.m. The Board recessed the Executive Session at 6:05 p.m. The Executive Session reconvened at 8:55 p.m. The topics discussed and actions taken include the following:

1. Executive Session Minutes
The Board reviewed the Executive Session minutes from the July 10, 2018, meeting. The Board requested minor revisions to the minutes. Charlotte Sebold made a motion to accept the amended minutes, and Nathan Sorber seconded the motion. The Board unanimously voted to approve the amended minutes, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

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

2. Personnel topics, pursuant to §3-305(b)(1):
   a. Professional Leave Requests
      i. Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented a professional leave request for the Prima Institute 2018.

      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 Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

      ii. Mr. Brandon Hoover, Board Attorney, requested Board approval to attend the Maryland Association of Boards of Education conference in October 2018.

      Tom Woods made a motion to approve the request, and Nathan Sorber seconded the motion. The Board unanimously approved the professional development request from the Board Attorney with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, 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. Updates
Dr. Wildesen provided an update on staffing changes since the last Board meeting. The Board also discussed several personnel matters. The Board took these matters into consideration, but took no action.

d. Tenure Consideration for Certificated Employees
Dr. Jane Wildesen, Director of Human Resources, presented certificated staff for tenure consideration by the Board. The Board took this matter into consideration and voted on the approval of the tenured employees during the public session under the Consent Agenda.

e. Superintendent Evaluation
The Board discussed the Superintendent Evaluation.

3. Legal Advice Topic

a. Temporary Contracts
Mr. Brandon Hoover, Board Attorney, made recommendations regarding clauses and language to include in temporary employee contracts. The Board took this matter into consideration, but took no action.

4. Administrative Function, pursuant to §3-103(a)(1)(i)
The Board considered and discussed various administrative function topics including Student Educational Planning Guide, RISE Strategic Plan, school visits, athletic trainers, and correspondence with county commissioners. No actions were taken by the Board on these matters.

5. Recess and Adjournment
The Board recessed the Executive Session at 6:05 p.m. The Executive Session reconvened at 8:55 p.m. Nathan Sorber made a motion to adjourn the Executive Session and Tom Woods seconded the motion. The Board unanimously approved adjourning the Executive Session at 11:00 p.m. with a yeas 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; Dr. Jane Wildesen, Director of Human Resources; and Mr. Richard Wesolowski, Director of Transportation; 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 6:12 p.m.

B. Approval of the Agenda - Action
Nathan Sorber made a motion to approve the agenda, and Tom Woods seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

C. Approval of the July 10 and 25, 2018, Public Session Minutes - Action
The Board discussed minor revisions to the July 10, 2018, minutes. Tom Woods made a motion to approve the amended July 10, 2018, Public Session Minutes and Nathan Sorber seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Nathan Sorber, and Monica Rinker

The Board discussed revisions to the July 25, 2018, minutes. Nathan Sorber made a motion to approve the amended June 25, 2018, Public Session Minutes, and Monica Rinker seconded the motion. Final Resolution: 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>Damien Wickizer</td>
<td>Teacher</td>
<td>YG</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Jill Bosley</td>
<td>ELA Teacher</td>
<td>SX</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Heather Sanders</td>
<td>Teacher</td>
<td>BR</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Sandra Coluzzi</td>
<td>Literacy Coach/Teacher</td>
<td>Northern End Schools</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Jennifer Jackson</td>
<td>High School Counselor</td>
<td>SH</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Erin Carroll</td>
<td>Teacher</td>
<td>BR</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Shelby Hutcheson</td>
<td>High School Counselor</td>
<td>NH</td>
<td>8/21/2018</td>
</tr>
<tr>
<td>Brianna Opel</td>
<td>Teacher</td>
<td>AC</td>
<td>8/21/2018</td>
</tr>
</tbody>
</table>

The Consent Agenda also included the tenure of several certificated employees.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gregory Beachy</td>
<td>Special Education Teacher</td>
<td>SH</td>
</tr>
<tr>
<td>Jason Brenneman</td>
<td>Special Education Teacher</td>
<td>NH</td>
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</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 July 10 and 25 Board Meetings.

Closed Session Summary from the July 10, 2018, Board of Education Meeting
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.

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.

**Closed Session Summary from the July 25, 2018, Board of Education Meeting**
The Board of Education met in an Executive Session on Wednesday, July 25, 2018, at 1209 Youghiogheny Drive in Mountain Lake Park, MD, at 1:00 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).

The closed session began at 1:00 p.m. 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 Nathan Sorber seconded the motion. The Board unanimously approved adjourning the Executive Session at 3:58 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.

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Aug 17</td>
<td>Stuff the Bus</td>
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<td></td>
<td>Walmart</td>
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<td>10:00 – 5:00 p.m.</td>
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<td>Aug 21</td>
<td>MABE New Board Orientation:</td>
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<td>Student Board Members</td>
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<td>Annapolis, MD</td>
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<td>Teacher Work Day</td>
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<td>Aug 23</td>
<td>GCPS Reunion Meeting / Staff Development</td>
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<td>CARC Building</td>
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<td>8:30 - 11:00 a.m.</td>
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<td>Aug 22-24</td>
<td>Staff Development</td>
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<tr>
<td>Aug 27</td>
<td>Students First Day of School</td>
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<td>3 Hour Early Dismissal</td>
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<td>Sept 3</td>
<td>Labor Day</td>
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<td>Schools Closed</td>
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<tr>
<td>Sept 27</td>
<td>Special Board of Education Meeting Audit Review</td>
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<td>5:00 p.m.</td>
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<td>Oct 3 – 5</td>
<td>MABE Annual Conference</td>
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<td>Ocean City, MD</td>
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<td>Oct 12</td>
<td>Teacher of the Year Gala</td>
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<td></td>
<td>Martins West in Baltimore, MD</td>
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<td></td>
<td>5:30 – 9:30 p.m.</td>
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**3. New Business**

**a. Food and Nutrition Services Bids – Action**
Mr. Scott Germain, Supervisor of Food and Nutrition Services, presented the milk and grocery bids to the Board for their approval.

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

Tom Woods made a motion to approve the milk bid recommended vendors and Charlotte Sebold seconded the motion. Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

**b. Friendsville Sanitary Tank Expansion Project and Proposed Land Transfer – Update**
Ms. Barbara Baker, Superintendent, discussed the Friendsville sanitary tank expansion project and the Garrett County Sanitary District’s request for a land transfer from the Friendsville Elementary property. The Board discussed concerns regarding the land transfer and possible impact on school activities. The Superintendent will share the concerns with Mr.
4. Program Update

Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Mrs. Candy Maust, Principal of Route 40 School; Dr. Nicole Miller, Principal of Southern Garrett High School; and Dr. Phil Lauver, Supervisor of Pupil Services presented an update on the Multi-Tiered Systems of Supports (MTSS). Dr. Miller discussed the Response to Intervention (RTI) which is a multi-tiered approach to the early identification and support of students with learning and behavior needs. Dr. Lauver discussed the Positive Behavior Interventions and Supports (PBIS). PBIS is a framework for teachers and administrators to improve school safety and promote positive behavior. Mrs. Maust spoke about the Orton-Gillingham program approach which teaches the basics of word formation before whole meanings. The method accommodates and utilizes three learning modalities, or pathways, through which people learn—visual, auditory and kinesthetic. She invited Board members to view this method of teaching on October 2, 2018, when the Superintendent is visiting the school.

5. Policies and Procedures

A. GCG Annual Leave Policy - Action
Dr. Jane Wildesen, Director of Human Resources, presented the revised GCG Policy to the Board for approval. The revised 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 was also revised to reflect the current practices for annual leave including accrual methods, periods, and processes.

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

B. 560 Use of Annual Leave Policy for Certificated & Other Professionals - Action (Retire)
Dr. Jane Wildesen recommended the retirement of Policy 560 Use of Annual Leave Policy for Certificated. She stated that Policy 560 was no longer needed due to the new Policy GCG Annual Leave which incorporates the up-to-date certificated and support staff annual leave allotments and earnings information.

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

C. 643 Use of Annual Leave Policy for Support Personnel - Action (Retire)
Dr. Wildesen also stated that Policy 643 was no longer needed due to the new Policy GCG Annual Leave which incorporates the up-to-date certificated and support staff annual leave allotments and earnings information.

Nathan Sorber made a motion to retire Policy 643, and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

D. BC Ethics Procedure - Action
Dr. Wildesen requested changes to BC Ethics Procedure based on recommendations from the State Ethics Commission. Dr. Wildesen asked the Board to approve the changes before responding to the Commission with the revised procedure.

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

E. IHM High School Course Selection and School Schedules Policy – Action
Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented the revised IHM High School Course Selection and School Schedules Policy to the Board for their approval.

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

F. IKF Maryland and Garrett County Graduation Requirements Policy – Revised
Mrs. DeVore presented the revised IKF policy to the Board for their first review. Updates to the policy included the addition of a financial literacy course offering.

G. 331.1 High School Assessment (HSA) Remediation Guideline Procedure – Retire
Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, recommended the retirement of Procedure 331.1 as the procedure is no longer applicable.

6. Public Comments

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

B. “Wings of a Dove” - Documentary about Crellin Elementary Music Program
Dr. Dana McCauley, Principal of Crellin Elementary, and Mark Stutzman, President of Engage Mountain Maryland, shared with the Board a short video clip promoting a documentary about Crellin Elementary School and their steel drum music program. The 90-minute video will be available for viewing on September 14, 2018, at Garrett 8 Cinemas at 9:30 a.m.

7. Continuing Business
A. Science Dimensions Hybrid Textbook Series – Action
Mr. Ryan Wolf, Mathematics and Science Curriculum Specialist, requested the Board approve the Science Dimensions Hybrid Textbook Series for Kindergarten through 5th grade. The series was available for a month for public review and feedback. One comment was received.

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

B. FY2020 CIP - Action
Mrs. Alison Sweitzer, Director of Finance, presented the Fiscal Year (FY) 2020 Capital Improvement Plan (CIP) to the Board for their approval. Dr. William Swift, Director of Facilities, Maintenance, Operations and Security, provided a summary of the capital projects at the July Board Meeting.

Tom Woods made a motion to approve the FY2020 CIP, and Nathan Sorber seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

C. RISE Strategic Plan Committee Report
Mrs. Barbara Baker, Superintendent, provided an update on the RISE Strategic Plan. The RISE Strategic Plan Committee held three internal meetings in the last month to examine the data collected. The Superintendent also met with Swan Meadow families regarding strategic planning. The committee is ready to look at options and has requested further guidance from the Board.

7. Board Business

A. Student Board Member Report
Ms. Katherine Catulle, Student Member of the Board, stated that fall high school sports have begun and the high school robotics team participated in various events this summer. The Garrett County Association of Student Councils (GCASC) will meet soon to plan fall activities.

B. Board Member Updates
Mrs. Charlotte Sebold, Board Member, stated that she was pleased once again to attend the Garrett County Fair and see the student activities and artwork displayed for the public to view. She commended staff members for their hours of volunteering at this event on behalf of the students. Mr. Tom Woods, Board Member, shared that the NFL Legends Football Camp was held at Southern Garrett High School over the summer for county youth.

C. School Visits with Board Members – Sign Up
The Board members signed up for school visits with the Superintendent.

8. Recess and Adjournment

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

The meeting recessed at 8:49 p.m.

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

The meeting adjourned at 11:02 p.m.