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. William Swift, Director of Facilities, Maintenance, Operations and Security; Mr. Paul Edwards, Director of Secondary Education; Mrs. Penny Proudfoot, Director of Elementary Education; Mr. Chuck Trautwein, Resource Teacher and Robotics Coach: 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 4:04 p.m.

B. Public Comment
Mr. Tom Bosley, Southern High School Basketball Coach, spoke to the Board regarding concerns when athletic trainers are not present at practices and games.

The public session recessed at 4:14 PM.

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, September 11, 2018, at Central Office in the Board Room at 4:15 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); negotiations topic, pursuant to §3-305(b)(9); 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.

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 4:15 p.m. The Board recessed the Executive Session at 5:59 p.m. The Executive Session reconvened at 8:34 p.m. The topics discussed and actions taken include the following:

Executive Session Minutes:
The Board reviewed the Executive Session minutes from the August 14, 2018, meeting. Tom Woods made a motion to accept the minutes, and Nate Sorber 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. Professional Leave Request
Mrs. Karen DeVore, Executive Director of Curriculum, Instruction and Administration, presented two professional leave requests to the Board for their approval.

i. Tom Woods made a motion to approve the NEXUS Science Project professional leave request and Charlotte Sebold 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. Tom Woods made a motion to approve the PBIS-SWIS Facilitator 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.

b. Staffing Recommendation(s)
Dr. Jane Wildesen, Director of Human Resources, presented certificated staffing recommendations to the Board for their approval. Dr. Wildesen also shared the non-certificated employees that were approved by the Superintendent. The Board took this matter under consideration and voted on the certificated recommendations during the Public Session under the Consent Agenda.

c. Superintendent Evaluation
The Board discussed the Superintendent Evaluation.

Negotiations, pursuant to §3-305(b)(9):
a. Plan Provisions for OPEB
Mrs. Alison Sweltzer, Director of Finance, and Dr. Jane Wildesen, Director of Human Resources, shared with the Board the Plan Provisions for Other Post-Employment Benefits document which outlines the retiree benefits that have been in place since prior to June 30, 2018. As the Board’s assets are now independent from the county and Garrett College, there must also be an independent and separate document outlining the benefits and eligibility. The benefits have not changed but the County and College will not reciprocate benefits for their new hires after June 30, 2018.

Legal Advice, pursuant to §3-305(b)(7):
Mr. Brandon Hoover, Board Attorney, shared his recommendations regarding the school systems athletic trainers.

Administrative Function, pursuant to §3-103(a)(1)(i):
The Board considered and discussed various administrative function topics including Stars Program update, Accelerated Reader Program, and athletic trainers. The Board considered all of the administrative function topics but no actions were taken by the Board.

Recess and Adjournment
The Board recessed the Executive Session at 5:59 p.m. The Executive Session reconvened at 8:34 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 11:45 p.m., with a yea vote from Charlotte Sebold, Monica Rinker, Nathan Sorber, and Tom Woods.

2. Welcome

A. Re-Opening of Public Session
The Public Session reconvened at 6:04 PM.

B. Moment of Silence

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

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

E. Approval of the August 14, 2018 Public Session Minutes - Action
Tom Woods made a motion to approve the August 14, 2018 public session minutes, and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

F. Consent Agenda - Action
The Consent Agenda included the certificated staffing recommendations.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>LOCATION</th>
<th>STARTING DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stacey Rogers</td>
<td>Special Education Teacher</td>
<td>BR</td>
<td>8/21/18</td>
</tr>
<tr>
<td>Cameron King</td>
<td>Music Teacher</td>
<td>GV/RF</td>
<td>9/4/18</td>
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<tr>
<td>Nick Callis</td>
<td>English Teacher</td>
<td>NH</td>
<td>8/24/18</td>
</tr>
<tr>
<td>Christopher Adams</td>
<td>High School Counselor</td>
<td>SH</td>
<td>9/17/18</td>
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</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

G. Closed Session Summaries
Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the August 14th Board Meeting:

Closed Session Summary for the August 14, 2018 Board Meeting
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
      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. Tom Woods made a motion to adjourn the Executive Session and Nathan Sorber seconded the motion. The Board unanimously approved adjourning the Executive Session at 11:00 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; 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.

H. Announcements
   Ms. Barbara Baker shared upcoming events and meetings with the Board and public:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Sept 18</td>
<td>Staff Development</td>
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<td>Students Dismissed 3 hours early</td>
</tr>
<tr>
<td>Sept 26</td>
<td>Progress Reports for first grading period</td>
</tr>
<tr>
<td>Sept 27</td>
<td>Special Board of Education Meeting</td>
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<td></td>
<td>Audit Review</td>
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</table>
3. New Business

A. OPEB Presentation
Mrs. Alison Sweitzer, Director of Finance, provided the Board with information regarding the Other Post-Employment Benefits (OPEB), which refers to the benefits, other than pensions, that an employee receives as part of his or her package of retirement benefits. The Board of Education provides post-employment health care benefits. Retirees pay a percentage (from 0%-60%) of the pre-65 Point of Service individual plan benefit for themselves based upon years of service in Garrett County at the date of retirement.

4. Continuing Business

A. RISE Strategic Plan Progress Update
Ms. Barbara Baker, Superintendent, provided an update on the progress of the RISE Strategic Plan. After an examination of the strategic issues and the overarching goals and values of the Board of Education, the following grade band options have been identified as a next step in the strategic process:

- **Option A**: Revise the current grade band arrangement in most schools to two grade bands: PreKindergarten-6 and 7-12.
- **Option B**: Revise the current grade band arrangement in most schools to three grade bands: PreKindergarten-2, 3-6, and 7-12.
- **Option C**: Make no changes to grade band alignment: Three grade bands (PreKindergarten-5, 6-8, and 9-12).
- **Option Alternate 1**: Create regional grade bands based on enrollment and capacity.
- **Option Alternate 2**: Create a consolidated, comprehensive high school.

The Board will seek feedback from the public on the proposed grade band alignment options and the alternate options. Two Superintendent Subcommittees will meet several times in September-October to analyze the grade band options to identify the advantages, challenges, and barriers to each.

B. CIP
Mr. William Swift, Director of Facilities, Maintenance, Operations, and Security, presented the CIP (Capital Improvement Plan) which is a combined document for 2020-24 that now includes previously approved projects. Southern Middle School front entrance and Southern Garrett High School fire alarm projects were added to the report. The projects will require local and state funding to complete. The CIP document must be submitted to MSDE by October 4, 2018.

Nathan Sorber made a motion to approve the CIP, and Tom Woods seconded by Tom Woods.

Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

5. Policies and Procedures

A. IKF Maryland and Garrett County Graduation Requirements Policy - Action
Mr. Paul Edwards, Director of Secondary Education, presented the revised IKF Maryland and Garrett County Graduation Requirements Policy to the Board for their approval. Mr. Edwards indicated that policy changes include updates in the recommended format and a financial literacy course offering.

Monica Rinker made a motion to approve the policy, and Tom Woods seconded the motion.

Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

B. IKFC Programs Leading to High School Completion Procedure – Revised
Mr. Paul Edwards presented the revised IKFC procedure to the Board for their information. Mr. Edwards indicated changes include formatting, updating ECAP criteria, and adding the Early Vocational Technical Program (EVTP) Selection Criteria.

C. EEA Student Transportation Policy – Revised
Mr. Richard Wesolowski, Director of Transportation, presented the revised EEA Student Transportation Policy to the Board for their first review. Mr. Wesolowski indicated that this policy provides the current parameters for the student transportation service for Garrett County Public Schools. The Board of Education contracts with local school bus contractors to transport students to and from school each day along with field trips, extra and co-curricular activities, and athletic events. Bus contractors are responsible for the safe operation of their school buses and must comply with the school bus contract, along with all applicable federal, state, and local laws, regulations, standards, GCPS policies and procedures, and specifications.

D. EEC Communication of Student Transportation Policies and Procedures Policy – Revised
Mr. Wesolowski presented the revised EEC Communication of Student Transportation Policy and Procedure to the Board for their first review. Mr. Wesolowski indicated that the Board of Education identifies the communication methods for GCPS Student Transportation and makes them available to parents, students, school administrators, school staff, school bus contractors and the public.

E. IHCG Robotics Program Policy and Procedure – New
Mr. Chuck Trautwein, Resource Teacher and GCPS Robotics Program Coach, presented the new IHCG Robotics Program Policy and Procedure to the Board. Mr. Trautwein indicated that the Garrett County Board of Education supports robotics as a co-curricular school-based student activity. It is both an after-school activity and an embedded STEM activity conducted during the school day as part of the instructional program at the elementary and secondary levels. It is recognized that robotics teams are sponsored by other agencies and organizations other than GCPS, such as 4-H, GEARS, and local area churches. This policy and associated procedure only applies to robotics teams sponsored by GCPS as an official co-curricular program.

F. BC - Ethics Procedure – Action
Dr. Jane Wildesen, Director of Human Resources, presented the revised BC Ethics Procedure for their approval. Dr. Wildesen stated that the State Ethics Commission approved the revisions forwarded on August 14, 2018, as meeting the requirements of Subtitle 8 of the Public Ethics Law and COMAR 19A.05 and she is now asking for the Board’s approval.

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

6. Public Comments

Ms. Lorrie Filsinger-Miller, parent, inquired if the Board had approved the Robotics policy.

7. Recognitions

A. Student Artwork Recognitions
The Board recognized students whose artwork were selected by the Fine Arts Committee to be purchased and displayed at the Central Office of Garrett County Public Schools. Mrs. Penny Proudfoot, Director of Elementary Education, discussed the Fine Arts Committee selection process. The students recognized were Ella Ashby, a Northern Garrett High School student, and Lydia Secrist, a student at Accident Elementary School.

8. Board Business

A. Student Board Member Report
Ms. Katherine Catulle, Student Member of the Board, discussed with the Board the MABE Student Board Member Orientation that she attended in August. She learned about Board dynamics and procedures. She also provided an overview of the recent Garrett County Association of Student Councils (GCASC) meeting.

B. Board Member Updates
Mr. Woods recently attended the Dr. Wendell Teets Foundation meeting. He indicated the Foundation will try to contact the Insight Company for a website to truly articulate what the Foundation is all about. The Foundation has started to receive donations. Mrs. Sebold and Mrs. Baker attended the grand opening of the STEM building at Garrett College.

C. MABE Committee Assignments
Mr. Paugh shared with the Board that the Maryland Association of Boards of Education (MABE) is seeking local school board members to serve on committees in their areas of interest. The Board discussed the various committee assignments and meetings attended. Board members will let Mr. Paugh know if they are interested in serving.

9. Informational Items

A. September 2018 Home & School Connection
B. September 2018 School Activities

10. Recess and Adjournment

A. Recess
The Board recessed the Public Session at 8:20 p.m.

B. Adjournment
The Board returned to the Public Session. Charlotte Sebold 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 11:45 p.m.