Board Members present included Mrs. Monica Rinker, President, Board Members: Mr. Matthew Paugh, Vice President, Mrs. Charlotte Sebold, Dr. Nathan Sorber, and Mr. Tom Woods. Also present for the training: Ms. Barbara Baker, Secretary -Treasurer /Superintendent of Schools, Mrs. Karen DeVore, Executive Director of Curriculum, Instruction and Administration, Mr. Brandon Hoover, Board Attorney, and Mrs. Karen Brewer, Executive Assistant to the Superintendent.

The Board member training was held at the Garrett Information Enterprise Center in Room 102.

1. Opening

   The Board Member Orientation and Training started at 9:12 a.m.

2. Team Building

   Dr. Glenn Thompson, Assistant Professor at Frostburg State University, provided a team building exercise for the Board Members. Dr. Thompson then discussed the definition of a team and Board. He also discussed the laws of working as a team and as a Board.

3. Break

   The Board took a 15 minutes break.

4. Discuss Board and Superintendent Roles and Responsibilities

   Ms. Emily Heard, MABE Director of Board Development, presented the Board Member orientation to the Garrett County Board of Education.

   A. Review Governance vs Management

      Ms. Heard discussed what the Board governs versus what the Superintendent manages. She discussed the Board’s roles including the executive responsibility, legislative responsibility, and quasi-judicial responsibility.

   B. Discuss Board and Superintendent Roles and Responsibilities

      Ms. Heard discussed the superintendent roles including serve as Executive Officer, Secretary, and Treasurer of the Board, carrying out laws relating to schools, develop regulations / procedures of the school system that are aligned with policies developed by the board, and manage the schools and day-to-day operations.

   C. Explore the Pillars of Effective Governance

      Ms. Heard discussed the building blocks of effective governance and shared difference scenarios to the Board for their feedback.

5. Lunch

   The Board took a short break for lunch.

6. Board Culture, Norms, and Communication

   A. Discuss Board Culture and Communication

      The Board discussed Board Culture which is a set of beliefs or assumptions that the Board Members share. Ms. Heard then discussed effective Board communication.

   B. Explore the Creation of Board Norms

      The Board members, with the assistance of Emily Heard, MABE Board Development, and staff members, drafted the Garrett County Board of Education Norms. The Norms will be reviewed and edited at a later date before they are finally adopted and approved.

7. Evaluation and Reflection

   Additional information was provided to the Board Members for reference.

8. Conclude

   The Board orientation and training ended at 2:50 p.m.