

BOARDROOM REVIEW

Garrett County Board of Education

January 9, 2018

Prepared by: Public Information Office

Board of Education Members: Mr. Matthew Paugh, President; Dr. Nathan Sorber, Vice President; Mrs. Monica Rinker, Member; Mrs. Charlotte Sebold, Member; Mr. M. Thomas Woods, Member; Ms. Sheyenne A. Tichnell, Student Member; Ms. Barbara L. Baker, Superintendent; Mr. Brandon Hoover, Attorney

PUBLIC SESSION

Hearing of Constituents

- There were no comments at this time.

Election of Officers

- Mr. Matthew Paugh was elected President of the Board of Education for 2018.
- Dr. Nathan Sorber was elected Vice President for 2018.

Announcements

- Jan. 15, 2018: Martin Luther King Jr. Day - Schools Closed
- Jan. 22, 2018: End of second grading period
- Jan. 23, 2018: Professional Day - Students dismissed 3 hours early
- Jan. 25-26, 2018: Mountain Maryland PACE Conference at Lowes Hotel, Annapolis, MD
- Jan. 30, 2018: Staff Development - Students dismissed 3 hours early; Special Board Budget Work Session in Board Room at Central Office 1:00 p.m.

Recognitions

Holiday Card Artwork – Olivia Rawe

Mrs. Charlotte Sebold, Board member, recognized Olivia Rawe, a 6th grade student at Northern Middle School, as the designer of the holiday card which was sent from the Board of Education and the Superintendent to the school system's employees, each Maryland school superintendent, and various county and state agencies in December 2017.

Maryland State FFA Champion Dairy Handler – Samantha Wilt:

Mrs. Monica Rinker, Board member, recognized Samantha Wilt, a 10th grade student at Northern High School, for being named the 2017 Maryland State FFA Champion Handler at the Washington County Ag Expo and Fair. At the National FFA Convention in Indianapolis, she received a silver emblem in the dairy handler competition.

Policies and Procedures

Policy #JLCCB – Administration of Health Care Services to Students with Diabetes

- Dr. Phil Lauver, Supervisor of Pupil Services, presented this second reading and action item.
- The policy indicates that diabetes management in the school setting requires attention to the student's academic needs, as well as consideration of the student's health care needs. The Garrett County Public Schools' health services program will provide diabetes care services so that students with diabetes can: 1) remain safe in school, 2) be supported for optimal academic achievement, and 3) fully participate in all aspects of school programming, including after-school activities and other school-sponsored events.
- The Board unanimously voted to accept *Policy #JLCCB – Administration of Health Care Services to Students with Diabetes*.

Policy #JLF – Reporting Child Abuse and/or Neglect

- Dr. Phil Lauver, Supervisor of Pupil Services, presented this second reading and action item.
- The policy indicates that all employees of and volunteers for Garrett County Public Schools (Maryland Law Article 27, Section 35A and 5-704, 5-705, and 5-903) who have reason to believe that a child has been subjected to physical abuse, sexual abuse, neglect, mental injury, human trafficking, and/or child pornography are required to report the suspected abuse and/or neglect both orally and in writing to the local Department of Human Services and the appropriate law enforcement agency via the School Resource Officers. Anyone reporting in good faith is immune from any civil liability or criminal penalty. Anyone who fails to report may have his/her certificate suspended or revoked or may be dismissed.
- The Board unanimously voted to accept *Policy #JLF – Reporting Child Abuse and/or Neglect*.

Procedure #IHOA – Leaving School for Curricular, Co-Curricular, or Extra-Curricular

- Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented this informational item.
- Mrs. DeVore indicated that there were several changes to the procedure in the approval process and date of notification deadlines.
- The Board will review this procedure at next month's meeting.

Policy and Procedure #GCC – Employment of Non-Administrative Professional Employees

- Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented this informational item and first reading.
- Mrs. DeVore indicated that there were several minor changes to job position titles in the policy and procedure.
- She also indicated that if the Superintendent deems that it is in the best interest of the school system to fill a non-administrative professional vacancy, the Superintendent is authorized to make an interim appointment, which will then be subject to approval by the Garrett County Board of Education at its next meeting.
- The Board will review this policy at next month's meeting.

New Business

School Calendar 2018-19

- Dr. Jane Wildesen, Director of Human Resources, on behalf of the Calendar Committee, presented this informational item.
- Dr. Wildesen introduced two proposed calendars for the 2018-19 school year: Pre-Labor Day and Post-Labor Day. She explained that Governor Hogan's Executive Order indicates that schools must start after Labor Day. However, his Executive Order also allows for school systems to request a waiver to start before Labor Day. Garrett County is eligible to request a waiver because it has closed ten days per year during two of the last five years because of severe weather conditions.
- Dr. Wildesen shared highlights of each of the calendars.
- The Board is seeking public comments regarding the proposed 2018-19 calendars before February's meeting.

Fiscal Year 2018 Amendment

- Mrs. Alison Sweitzer, Director of Finance, presented this action item.
- Mrs. Sweitzer requested that the Board consider taking action to transfer \$70,000 from Instructional Contracted Services to Mid-Level Administration Salaries (\$55,000) and Health Services Salaries (\$15,000).
- Due to unforeseen circumstances and the current needs of Garrett County Public Schools, it is necessary to employ additional staff in schools.
- Subsequently, the County Commissioners must approve all Board of Education budget amendments and budget transfers between major categories.
- The Board unanimously voted to accept the budget transfer.

Hearing of Constituents

- There were no comments at this time.

Continuing Business

Board Data Requests for the RISE Strategic Plan

- Ms. Barbara Baker, Superintendent, gave the Board the opportunity to request various information/data regarding the RISE Strategic Plan for the school system.
- RISE represents Reforming, Innovating, and Strengthening for Excellence.
- The Board requested raw data from the recently conducted SWOT (Strengths, Weakness, Opportunities, and Threats) Analysis survey. The Board also requested other data, projections, and critical item analysis on various topics for strategic planning.

Quarterly Financial Report

- Mrs. Alison Sweitzer, Director of Finance, presented this informational item.
- Mrs. Sweitzer shared the second quarterly report showing the school system's expenditure/balances by category.
- For the Unrestricted Expenditure Variances to this point, the system has spent 35.3% of the FY18 budget compared to 36.9% at this time last year, which results in \$175,166 less expenditures. This variance is a result of timing issues with staff development and stipends for academic intervention.

Board Annual Selection

Meeting Date, Time, and Place

- The Board approved the second Tuesday of every month as the Board meeting date with a 4:00 PM start time for Executive Session.

Legal Counsel

- The Board approved Mr. Brandon Hoover as the Attorney for the Board.

Committee Assignments

- The Board discussed and filled committee assignments for 2018.

Board Business

Student Board Member Report

- Ms. Sheyenne Tichnell, Student Member of the Board, presented informational items.
- Ms. Tichnell shared activities in which the schools and student councils were participating at this time.
- Ms. Tichnell indicated that the Garrett County Association of Student Councils (GCASC) members will attend an upcoming leadership workshop at Frostburg State University.

Board Member Updates

- Ms. Sebold shared MABE information regarding the legislature.
- Mrs. Rinker attended several of the elementary Christmas programs.

Next Meeting

- A special budget work session and RISE strategic planning by the Board of Education will be held on Tuesday, January 30, 2018. Details will be announced prior to the meeting.
- The next regular meeting of the Board of Education will be held on Tuesday, February 13, 2018. Details will be announced prior to the meeting.