

BOARDROOM REVIEW

Garrett County Board of Education

March 13, 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.

Announcements

- March 26: Parent-Teacher Conferences – Schools Closed
- March 26: Budget meeting with the Garrett County Commissioners at 4:30 PM
- March 27: Dr. Karen Salmon, Maryland State Superintendent, visit to GCPS
- March 30: Good Friday – Schools Closed
- April 2: Easter Monday - Schools Closed
- April 5: WE C.A.R.E. Event at CARC Building, 5:00 - 8:00 PM
- April 6: End of Third Grading Period
- April 21: GCPS Student Arts Fair - Garrett College
- State Waiver Approval of the Governor's Executive Order of a Post Labor Day: On February 27, 2018, the Maryland State Board of Education approved the waiver request for Garrett County Public Schools to open for pupil attendance prior to Labor Day for the 2018-2019 school year.

Recognitions

Owen Sealy – Gold Key Award

- Dr. Nathan Sorber, Board Vice President, recognized Owen Sealy for the Gold Key Award. Owen Sealy, an eighth grade student at Northern Middle School, recently received a Gold Key Award for his journalism entry, “The Rosewood Massacre”. Students who receive the Gold Key Award represent the very best works submitted by local programs. Gold Key works are automatically considered for national level recognition. The Scholastic Art and Writing Awards program is the nation’s longest-running, largest, most prestigious recognition program for creative teens. Teens in grades 7–12 apply in 29 categories of art and writing. Panelists look for works that best exemplify originality, technical skill, and the emergence of a personal voice or vision.

Southern High Wrestling Team – State Dual Meet Wrestling Champions

- Mr. Thomas Woods, Board member, recognized the Southern High School wrestling team for winning the Maryland 1A State Dual Wrestling Championship at North Point High School on February 10, 2018. Southern High finished with a record of 35-3.

Declan Horner and Michael Hollingsworth – State Indoor Track Meet Champions

- Mrs. Monica Rinker, Board member, recognized two Southern High School students for winning events at the Maryland State Indoor Track championship.
- Southern High School's Declan Horner won the 1600 and 3200 meters, and Michael Hollingsworth won the high jump at the Maryland 1A state indoor track meet on Monday, February 19, 2018, at Prince George's Sports and Learning Complex. Declan Horner, senior, won the 1600 meter run in 4:33.65 and the 3,200 meter run in 10:18.09. Michael Hollingsworth, senior, won the high jump with a mark of 5 feet, 10 inches.

Continuing Business

RISE Strategic Issues Report

- Ms. Barbara Baker, Superintendent, discussed the RISE Plan Strategic Issue Report.
- RISE represents Reforming, Innovating, and Strengthening for Excellence.
- Ms. Baker indicated that she received the recommended changes for the RISE Strategic Issue Report. The report will be available for the Board’s approval on April 10th. If approved, the RISE Strategic Issue Report will be available for public input, during a 30 day period, after the April 10th Board meeting.

Draft FY2019 Superintendent Budget

- Mrs. Alison Sweitzer, Director of Finance, presented the FY2019 Superintendent Budget.

- Mrs. Sweitzer shared the line detail of the FY2019 Superintendent's Proposed Operating Budget. It details the revenue estimates and unrestricted expenditures that were presented at the January 30th Work Session.
- Missing from this detail are the Board's requests to the Board of County Commissioners of \$593,200 in Nonrecurring Cost Exclusions and Capital Request and \$392,152. If approved, the Nonrecurring Cost Exclusions would be added to Maintenance of Plant, Activity 700, while the Capital request would be added to School Construction Fund 03.
- In order to be positioned for action once the RISE Strategic Plan is approved by the Board, much of the unrestricted funds are proposed to be utilized in a very similar manner to the current FY2018 approved budget. There were no programs eliminated or added. The only exception is the addition of Behavior Intervention, Activity 294. This is an addition to the Instruction Category with reallocated funds from Academic Intervention, Activity 232. Due to the increasing severity of the needs of students, the Superintendent found it necessary to allocate funding and record expenditures specific to this area.
- As a result of reorganization of the Finance Department and Food Service, the transfer to Food Service has been reduced by \$52,000. Certain items have been reclassified from Maintenance to Operation of Plant, including furniture and certain non-capitalized equipment utilized to clean the facilities, due to reporting requirements by the State.

Swan Meadow Attendance Area Review Committee

- Mr. Richard Wesolowski, Director of Transportation, provided the Board with an update on the Swan Meadow Attendance Area Review Committee.
- Mr. Wesolowski presented data collected by the committee regarding enrollment, out of area transfers, and transportation.
- The committee recommended that in order to ensure equity and fairness to all schools and to ensure current procedures are followed, no changes should be made at this time to specifically accommodate Swan Meadow School.

Policies and Procedures

Policy #GCC – Employment of Non-Administrative Professional Employees

- Mrs. Karen DeVore, Executive Director of

Curriculum, Instruction, and Administration, presented this second reading and action item.

- At January's meeting, Mrs. DeVore, presented a revised policy and procedure to the Board. Revisions included updating employee titles and authorizing the Superintendent to tentatively approve employment of non-administrative professional employees in the best interest of the school system. The appointments would be subject to the Board's final approval at its next meeting.
- The Board voted (3-1) to accept *Policy #GCC – Employment of Non-Administrative Professional Employees*.

Policy #EHAA – Privacy and Protection of Digital Administrative Data

- Mrs. Alison Sweitzer, Director of Finance, presented this second reading and action item.
- Mrs. Sweitzer indicated the purpose of the policy is that Garrett County Public Schools (GCPS) supports safe and secure use of the digital administrative data. The Board of Education expects that all employees will act in a responsible, civil, ethical, and appropriate manner when accessing GCPS administrative data.
- The Board unanimously voted to accept *Policy #EHAA – Privacy and Protection of Digital Administrative Data*.

Policy #JRB – Privacy and Protection of Digital Student Data

- Mrs. Alison Sweitzer, Director of Finance, presented this second reading and action item
- Mrs. Sweitzer indicated the purpose of the policy is that Garrett County Public Schools (GCPS) supports the safe and secure use of digital student data. The Board of Education expects that all employees will act in a responsible, civil, ethical, and appropriate manner when accessing GCPS student data.
- The Board unanimously voted to accept *Policy #JRB – Privacy and Protection of Digital Student Data*.

Policy #GBEF – Employee Use of Social Media

- Dr. Jane Wildesen, Director of Human Resources and Employee Relations, presented this second reading and action item.
- Dr. Wildesen indicated the purpose of this policy is to create a clear standard of acceptable uses of social media, both personally and professionally,

by employees and prevent cases of inappropriate or unprofessional communication.

- GCPS recognizes that schools and employees may be interested in developing a social media presence to communicate with students and parents/guardians beyond the normal school day and to provide necessary updates of school programs, course offerings, and extra-curricular activities. Garrett County Public Schools reserves the right to investigate, report, and remove any inappropriate content on any GCPS regulated site at any time. It also reserves the right to report content of any other social media site to law enforcement if it threatens the safety and wellbeing of students, staff, or other stakeholders.
- The Board unanimously voted to accept *Policy #GBEF – Employee Use of Social Media*.

Policy #GBAA – Sexual Harassment

- Dr. Jane Wildesen, Director of Human Resources and Employee Relations, presented this second reading and action item.
- Dr. Wildesen indicated the purpose of this policy is to clearly define, prohibit, report, and prevent sexual harassment by all GCPS employees and students in order to facilitate a safe and secure, non-hostile learning and working environment.
- The primary goal of Garrett County Public Schools is to provide a safe and secure environment that facilitates learning, growing, and developing. Any form of sexual harassment interferes with this goal and is therefore strictly prohibited by Garrett County Public Schools. Violations of this policy shall be addressed in accordance with the Sexual Harassment Procedure.
- The Title IX Coordinator is responsible for coordinating efforts to comply with and carry out responsibilities under federal law and this sexual harassment policy. The Supervisor of Pupil Services shall serve as the Title IX Coordinator for complaints of sexual harassment related to students. The Director of Human Resources is the Title IX Coordinator for complaints of sexual harassment in all cases that involve employees.
- The Board unanimously voted to accept *Policy #GBAA – Sexual Harassment*.

Procedure #BC – Ethics

- Dr. Jane Wildesen, Director of Human Resources and Employee Relations, presented this update on the Ethics Procedure.
- The purpose of the Ethics Procedure is to define required standards of conduct for employees of Garrett County Public Schools in compliance

with the Maryland Public Ethics Law. Garrett County Public Schools recognizes that a code of ethics must be established for all employees to follow. An ethics panel is appointed by the Board of Education with the purpose of enforcing the legal requirements specified in this procedure.

- Dr. Wildesen also outlined the changes in the criteria for selection of ethics panel members and the procedures for filling panel vacancies.
- The Board unanimously voted to approve the Ethics revisions to send to the Maryland State Department of Education.

Policy #JEBA – Prekindergarten Enrollment

- Mrs. Penny Proudfoot, Director of Elementary Education and Early Childhood, presented this second reading and action item.
- Mrs. Proudfoot indicated the purpose of this policy is to provide a consistent process for enrolling all students in the prekindergarten program. State law requires that each local school system provides a prekindergarten program for a student that meets the requirements. GCPS pre-kindergarten classes are full day classes.
- The Board unanimously voted to accept *Policy #JEBA – Prekindergarten Enrollment*.

Policy #341.4 and Procedure #341.41 – Title I School Student Transfer Option

- Ms. Penny Proudfoot, Director of Elementary Education, presented this action item.
- Ms. Proudfoot recommended that this policy and procedure be retired, rather than revised, because it is not offered in ESSA (Every Student Succeeds Act) and is no longer a requirement for Title I schools.
- The Board unanimously voted to retire *Policy #341.4 – Title I School Student Transfer Option*.

Policy #341.5 and Procedure #341.51 – Title I Supplemental Educational Services

- Ms. Penny Proudfoot, Director of Elementary Education, presented this action item.
- Ms. Proudfoot recommended that this policy and procedure be retired, rather than revised because it is not offered in ESSA and is no longer a requirement for Title I schools.
- The Board unanimously voted to retire *Policy #341.5 – Title I Supplemental Educational Services*.

Hearing of Constituents

- Ms. Heather Roth, teacher and parent, addressed the Board regarding the FY2019 budget. She suggested that the Board of Education request the

Board of County Commissioners to fund the budget above the maintenance of effort for FY2019.

- Mr. Evan West, GCEA Uniserve Director, addressed the Board regarding the budget. GCEA recently went live with a petition for the purpose of asking the Board to request the county government to fully fund the budget, above the maintenance of effort, for FY2019.

New Business

Supporting Student Voice Regarding School Safety Resolution

- Ms. Sheyenne Tichnell, Student Board Member, presented to the Board various statistics regarding school shootings in the United States. She also presented a resolution to Southern High School's Principal and the Superintendent of Schools.
- Ms. Tichnell presented and read the resolution recognizing the events in Parkland, Florida, the power of student voices, and the need to address school safety.
- The students at each high school will be participating in various activities on Wednesday, March 14, 2018.
- The Board unanimously voted to accept the Supporting Student Voice Regarding School Safety Resolution.

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 have been participating during the last several months.
- Ms. Tichnell indicated that GCASC (Garrett County Association of Student Councils) sent a group of middle and high school students to Advocacy Day in Annapolis. Ms. Tichnell also indicated that she will be co-hosting a Women's Leadership Forum in Washington County on March 17, 2018.

MABE Board of Directors Nominations

- The Board discussed the Maryland Association of Boards of Education (MABE) request for nominations for MABE Board of Directors.

Next Meeting

- The next regular meeting of the Board of Education will be held on Tuesday, April 10, 2018. Details will be announced prior to the meeting.