

BOARDROOM REVIEW

Garrett County Board of Education

May 8, 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

- May 9-11: Maryland Teachers of the Year Retreat in Garrett County
- May 14: MABE Board Service Academy: Open Meetings Act, MABE Office, Annapolis, MD, 9:30-12:30 PM
- May 22: Maryland Teacher of the Year State Board Recognition and Honors Luncheon at MSDE in Baltimore, MD
- May 28: Memorial Day, Schools Closed
- May 30: Last Day of School for Seniors
- June 2: High School Graduation Ceremonies at CARC Building - NGHS at 10:00 AM, SGHS at 2:00 PM
- June 9: Bus Driver Appreciation Picnic at Garrett County Fairgrounds, 4:00 - 7:00 PM
- June 11-12: Final Exams; Students Dismissed 2 Hours Early
- June 13: Last Day of School for Students; Students Dismissed 2 Hours Early
- June 14: Professional Day; Last Day for Teachers

Recognitions

Southern Garrett JROTC Rifle Team

- Mrs. Charlotte Sebold, Board member, recognized the Southern Garrett High School JROTC Program.
- The Southern Garrett JROTC Cadet Commander and Rifle Team competed in 13 competitions this year. The team traveled to two regional championships and each member scored well enough to earn a junior achievement pin from the Civilian Marksmanship Program. The team also received a shipment of new equipment from army cadet command for the marksmanship program. The cadets were required to complete numerous tasks during the year as per the mission of JROTC to motivate young people to be better citizens with the purpose of a solid, well-planned high school education.

Garrett County FIRST FLL Team #3665, iLEGO

- Dr. Nathan Sorber, Board Vice President, recognized the Garrett County *FIRST* FLL Team #3665, iLEGO (*FIRST* - For Inspiration and Recognition of Science and Technology; *FLL* - First LEGO League).
- Team #3665 won the third place Champion's Award at the Maryland State Championship after winning 2nd place at the Garrett Qualifier. The iLEGO team was extended an invitation to compete in the World Competition in Detroit, Michigan, from April 25-28, 2018.

NeXT Gen FIRST LEGO League (FLL) Team

- Mr. Thomas Woods, Board member, recognized the NeXT Gen *FIRST* LEGO League (FLL) team for its recent accomplishments and awards.
- On December 9, 2017, the team won the 1st Place Champion's Award at the Mountain State Qualifier held at Northern High School. This win qualified the team for the Maryland State FLL Championship. NeXT GEN was also selected from the qualifier as the team with the best innovative project, "Pick Me Up Coaster". The team submitted a video and write up, were selected as one of the top 8 GIA teams in the state, and competed in the Maryland State GIA contest. On February 24, 2018, the team won the 1st Place Champion's Award at the Maryland State FLL Championship at UMBC in Baltimore, MD. This qualified the team for the Arkansas Razorback Invitational. The team will compete in the invitational on May 17 – 20, 2018, with teams from around the world.

Garrett County Teacher of the Year

- Mr. Matthew Paugh, Board President, recognized the 2018-19 Garrett County Teacher of the Year, Jennifer Virts, an English and Theatre Arts teacher at Northern Garrett High School
- Jennifer Virts has been employed by Garrett County Public Schools since 2010. She has assisted in creating new curriculum and lessons for Theatre I and II, Journalism, and Creative Writing. She is the co-creator, editor, and director of the "Maddawg Morning Show" at Northern High School utilizing green screen technology and iMovie editing. Ms. Virts integrates technology into all of her classes,

including laptops and iPads, in order to enhance learning and foster creative projects, such as filmmaking.

Teacher Appreciation Week: May 7-11, 2018

- Mr. Matthew Paugh, Board President, recognized Teacher Appreciation Week, May 7 - 11, 2018, with a proclamation.
- Mr. Patrick Damon, GCEA President, and Stephanie Lewis, Southern High School teacher, accepted the recognition on behalf of all teachers in Garrett County.

National School Nurse Day: May 9, 2018

- Mrs. Monica Rinker, Board member, recognized School Nurse Day, May 9, 2018, with a proclamation.
- Dr. Phil Lauver, Supervisor of Pupil Services, Rebecca Aiken, Nurse Manager, and Melanie Pratt, school nurse at Grantsville Elementary School, accepted the proclamation on behalf of all school nurses.

Pupil Personnel Worker Week: May 14-18, 2018

- Mr. Thomas Woods, Board member, recognized Maryland Pupil Personnel Worker Week, May 14-18, 2018, with a proclamation.
- Ms. Lindsey Strubin, Pupil Personnel Worker (PPW), and Dr. Phil Lauver, Director of Pupil Services, received the proclamation.

2018 Maryland Skills USA Championship Recognitions

- Mrs. Monica Rinker, Board Member, recognized the Southern Garrett High School students taking top placement at the SkillsUSA Maryland State Championship in April.
- There were six students to place in the top three in their competition areas in the state: Cheyenne Biser 1st place in First Aid/CPR; Wesley Dixon 1st place in Cabinet Making; Jacob Strosnider 2nd place in Welding; Alex Smith 2nd place in Cabinet Making; Alexis Dixon 3rd place in Basic Health Care Skills, and Rainey Norris 3rd place in Nurse Assisting. Cheyenne Biser and Wesley Dixon will travel to Louisville, Kentucky, in June, to represent the State of Maryland at the National SkillsUSA Competition.

Program Update

Overview of Garrett County Association of Student Councils (GCASC)

- Student Council representatives from each middle and high school, as well as the Garrett County Association of Student Councils, presented an

overview of the 2017-18 activities and accomplishments. Presenters were:

- Sophia Maust – Northern Middle School
- Brooke Rose and Gracie Davis – Southern Middle School
- Noah Aiken – Northern High School
- Sheyenne Tichnell, Paige Smith, and Lillia Rose - Southern High School
- Sheyenne Tichnell - Garrett County Association of Student Councils.

New Business

Work Ethic Diploma Program

- Mr. Paul Edwards, Director of Secondary Education, presented this informational item.
- Employers indicated students were not completing high school with the soft skills needed to be successful employees. The employers brought forth the concept for a regional Garrett County Work Ethic initiative to the Garrett County Chamber of Commerce. With the input of area educators, business leaders, and post-secondary representatives, standards were developed to measure work ethic in students.
- The Work Ethic Program is designed to:
 - Supply Garrett County employers with skilled workers.
 - Produce an emerging workforce prepared to face the challenges of a global marketplace.
 - Be a filter for hiring and selecting candidates that have demonstrated knowledge, skills, abilities, and commitment to work.
 - Reinforce the value of positive Work Ethic and commitment to successful employment.
 - Recognize a common, identifiable metric of work habits.
 - Develop and improve soft skills of Garrett County students.
- Mr. Edwards discussed the qualification criteria for the Class of 2019. He also stated the responsibilities of the partners in the program: Garrett County Public Schools and the Garrett County Chamber of Commerce for this program.

FY2019 Liability Insurance Bid

- Mr. William Swift, Director of Facilities, Maintenance, Operations and Security, presented this action item.
- Mr. Swift presented the liability insurance premium for the school system from CBIZ.
- The yearly insurance premiums have increased from \$180,948 in 2017-2018 to \$192,329 in 2018-2019. This is an increase of \$11,381.
- There are two reasons for the increase: 1) The existing policy premiums increased \$2,807 from

2017-18 to 2018-19 (a 2.3% increase). 2) The automobile policy increased \$8,574 (a 14.8% increase). This policy includes the 76 contracted buses. Various factors led to the large increase in automobile coverage.

- The Board unanimously voted to accept the Liability Insurance Premium.

SGHS Culinary Classroom Project Bid

- Mr. William Swift, Director of Facilities, Maintenance, Operations and Security, presented this action item.
- Mr. Swift requested the Board approve a project bid to replace the kitchen exhaust hood system in the culinary arts room at Southern Garrett High School.
- On March 22, 2018, Mr. Swift placed the project out for bid. On April 16, 2018, three bids were opened and tentatively awarded the contract to the lowest responsive / responsible bidder, Rush Services Inc., McHenry, MD. The bid was \$41,070.
- A "Letter of Intent to Proceed" needs sent to Rush Services Inc. to assure that the project is completed with minimal disruption to the school operations and no later than June 30, 2018. Rush Services will need a considerable amount of time to order the building materials, fabricate the exhaust hood, install the system, connect all ancillary components, test the system, and certify satisfactory operation of the system.
- The Board unanimously voted to accept the bid from Rush Services for \$41,070.

Educational Facilities Master Plan

- Mr. William Swift, Director of Facilities, Maintenance, Operations and Security, presented the Educational Facilities Master Plan.
- Mr. Swift indicated that The Interagency Committee (IAC) on Public School Construction requires a yearly facilities master plan.
- The Education Facilities Master Plan is due to the IAC and the Maryland State Department of Education on July 1.
- The plan will be reviewed and revisited by the Board at next month's meeting.

"Understanding HIV/AIDS" for Health Curriculum for 7th Grade

- Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented this informational item on "Understanding HIV/AIDS" by Redefine Positive-Educational Video Series.

- Mrs. DeVore recommended that this video be included in the 7th grade Health curriculum. The video will be available for review at GCPS central office, first floor, for a month, beginning May 9, 2018, and ending on June 8, 2018. Feedback forms will be available for parents and staff to complete after reviewing the video.
- The video and comments will be revisited and reviewed by the Board at next month's meeting for possible adoption.

School Bus Contract

- Mr. Richard Wesolowski, Director of Transportation, presented this action item.
- Mr. Wesolowski requested that the Board award the open school bus contract to Mr. Leonard Custer.
- The Board unanimously voted to accept the school bus contract.

Budget Transfer Request

- Mrs. Alison Sweitzer, Director of Finance, presented this action item.
- Mrs. Sweitzer requested the transfer of \$50,000 from fixed charges to instructional supplies and materials and equipment. The transfer funds would allow for the purchase of the following items:
 - Orton-Gillingham Supplies & Materials (\$11,200): It is necessary to purchase certain materials that allow teaching methods to be implemented with fidelity.
 - Music and Theater Equipment (\$13,800): Additional pianos and other instruments are necessary for music instruction at both high schools. This funding will also allow both high school theater departments to purchase new soundboard/mixers.
 - Interactive Displays (\$25,000): As Smart Boards are aging, it is necessary to replace this technology in classrooms. The highest need at this time is at Southern Middle School.
- The Board unanimously voted to accept the \$50,000 budget transfer.

Hearing of Constituents

- There were no comments at this time.

Policies and Procedures

Policy #IJOBA – School Improvement Teams

- Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented this action item and second reading.
- Mrs. DeVore presented this policy at last month's Board meeting.

- The purpose of the school improvement team (SIT) is to lead the development of a school improvement plan that addresses student achievement needs, to monitor the implementation of the plan, and to evaluate/revise it when appropriate.
- The Board unanimously voted to accept Policy #IJOBA – School Improvement Teams.

Policy #BGC –Policy Revisions

- Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented this action item and second reading.
- Mrs. DeVore indicated the revisions to Board policies are needed periodically. She also discussed the appropriate guidelines for additions and deletions in the text material for presentation to the Board.
- The Board voted (3-2) to accept Policy #BGC – Policy Revisions.

Continuing Business

FY2019 Budget

- Mrs. Alison Sweitzer, Director of Finance, presented this action item.
- At last month’s meeting, Mrs. Sweitzer shared information regarding the proposed FY2019 Operating Budget.
- She shared recent updates to the proposed budget: GCPS received a revised state aid funding for PreK of \$258,000 from MSDE and requested the reallocation of 3 elementary teachers. The Garrett County Commissioners did not approve the \$236,000 request of funds above maintenance of effort.
- The Board voted (3-2) to accept the FY2019 Operating Budget.

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 shared the public comments received for the *RISE Follow-up Report: Identification of Strategic Issues*.
- Ms. Baker also shared a tentative timeline for the strategic plan through October 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 have been participating during the past month.

- Ms. Tichnell indicated that GCASC’s (Garrett County Association of Student Councils) final meeting is upcoming with new officers and planning of events for the next school year.

Board Member Updates

- Mrs. Sebold attended the GCPS Student Arts Fair at the CARC. She attended the Hickory Environmental Education Center committee meeting and shared information regarding Hickory’s activities. Mrs. Sebold and Mr. Woods attended 4th grade’s “Be the Change” at Broad Ford Elementary School.
- Mrs. Rinker attended the GCPS Student Arts Fair, the FFA banquet at Northern High School, the We CARE event, and visited several schools with Ms. Baker.

Ratification of Employee Contracts

- Dr. Jane Wildesen, Director of Human Resources and Employee Relations, presented this action item to ratify the GCAFT head custodians and head cafeteria managers negotiated agreements.
- The Board unanimously voted to ratify the employee contracts.

Next Meeting

- The next regular meeting of the Board of Education will be held on Tuesday, June 12, 2018. Details will be announced prior to the meeting.