

BOARDROOM REVIEW

Garrett County Board of Education

August 14, 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. Katherine J. Catulle, Student Member; Ms. Barbara L. Baker, Superintendent; Mr. Brandon Hoover, Attorney

PUBLIC SESSION

Hearing of Constituents

- There were no comments at this time.

Announcements

- Aug. 17: Stuff the Bus at Walmart 10:00 - 5:00 p.m.
- Aug. 21: MABE New Board Orientation: Student Board Members
- Aug. 21: Teacher Work Day
- Aug. 23: GCPS Reunion Meeting / Staff Development at CARC Building 8:30-11:00 a.m.
- Aug. 22-24: Staff Development
- Aug. 27: First Day of School for Students - 3 hour early dismissal
- Sept. 3: Schools Closed - Labor Day
- Sept. 27: Special Board of Education Meeting - Audit Review at 5:00 p.m.
- Oct. 3-5: MABE Annual Conference in Ocean City, MD
- Oct. 12: Teacher of the Year Gala at Martins West in Baltimore, MD 5:30–9:30 p.m.

New Business

Food and Nutrition Services Bids

- Mr. Scott Germain, Supervisor of Food and Nutrition Services, presented this action item.
- Mr. Germain presented the milk and grocery bids to the Board for approval. The milk bid was from Potomac Farms Dairy. The grocery bids were from US Foods and Wendling's Foodservice.
- The Board unanimously voted to accept the milk and grocery bids for the 2018-19 school year.

Friendsville Sanitary Tank Expansion Project and Proposed Land Transfer

- Ms. Barbara Baker, Superintendent, presented this informational item.
- Mr. William Swift, Director of Facilities, Maintenance, Operations, and Security, and staff met with Pat Hudnall (Public Utilities Chief) several weeks ago about the wastewater treatment plant adjacent to the Friendsville Elementary School. There is a need to expand the equalization tank to be

in compliance. This will encroach on property that is owned by Garrett County Public Schools.

- Instead of expanding a small area for the tank, they discussed deeding off additional land that would provide them with adequate space for future expansion, parking, and direct access to First Avenue. The Sanitary District would be responsible for maintaining this area, which would lead to less grass mowing and tree maintenance for Garrett County Public Schools.
- The proposal is to transfer .914 acres to the existing .67 acres. The cost of the transfer would be 100% on the Sanitary District.
- The Board requested that Mr. Swift further research how this land transfer may affect the educational process at Friendsville Elementary School.
- The Board will readdress this request at next month's meeting.

Program Update

Multi-Tiered System of Support (MTSS)

- Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Mrs. Candy Maust, Route 40 School Principal; Dr. Nicole Miller, Southern High School Principal; and Dr. Phil Lauver, Supervisor of Pupil Services; presented this informational item.
- The team provided an update on the Multi-Tiered Systems of Supports (MTSS), including Response to Intervention (RTI), Positive Behavior Interventions and Supports (PBIS), and Orton-Gillingham programs.

Policies and Procedures

Policy #GCG – Annual Leave

- Dr. Jane Wildesen, Director of Human Resources, presented this action item and second reading.
- At last month's meeting, Dr. Wildesen delineated that annual leave must have prior approval by the employee's immediate supervisor. He/She may choose to deny requested leave if he/she determines it is not in the best interest of Garrett County Public Schools. If the request is for a consecutive period of time greater than ten workdays, the leave request must also be approved by the Superintendent of Schools.

- The Board unanimously voted to accept Policy #GCG – Annual Leave.

Policy #560 – Use of Annual Leave Policy for Certificated and Other Professionals

- Dr. Jane Wildesen, Director of Human Resources, presented this action item.
- Dr. Wildesen recommended retirement of Policy #560 - Use of Annual Leave Policy for Certified Employees & Other Professionals. Policy #GCG - Annual Leave was revised to include up-to-date certificated and support staff annual leave allotments and earnings information.
- The Board unanimously voted to retire Policy #560- Use of Annual Leave Policy for Certified Employees & Other Professionals.

Policy #643 – Use of Annual Leave Policy for Support Personnel

- Dr. Jane Wildesen, Director of Human Resources, presented this action item.
- Dr. Wildesen recommended the retirement of Policy #643 - Use of Annual Leave Policy for Support Personnel. Policy #GCG - Annual Leave was revised to include up-to-date certificated and support staff annual leave allotments and earnings information.
- The Board unanimously voted to retire Policy #643- Use of Annual Leave Policy for Support Personnel.

Procedure #BC – Ethics

- Dr. Jane Wildesen, Director of Human Resources, presented this action item.
- Dr. Wildesen recommended the approval of changes to the Procedure #BC–Ethics. The Maryland State Ethics Commission recommended the changes. The revised procedure will go back to the Ethics Commission for final approval.
- The Board unanimously voted to accept Procedure #BC – Ethics to resubmit to the Maryland’s Ethic Committee.

Policy #IHM – High School Course Selection and School Schedules

- Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented this action item and second reading.
- The purpose of the policy is to ensure GCPS administrators have final responsibility in determining the parameters for student schedules and course loads. All student schedules must conform to state requirements, enhance student learning opportunities, and improve individual academic achievement.

- The Board unanimously voted to accept Policy #IHM - High School Course Selection and School Schedules.

Policy #IKF – Maryland and Garrett County Graduation Requirements

- Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented this informational item and first reading.
- Mrs. DeVore indicated that policy changes include updates in the recommended format and a financial literacy course offering.
- The Board will revisit Policy #IKF – Maryland and Garrett County Graduation Requirements at next month’s meeting.

Procedure #IKFC – Programs Leading to High School Completion

- Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented this informational item.
- Mrs. DeVore indicated Procedure #IKFC changes that include formatting, updating ECAP criteria, and adding the Early Vocational Technical Program (EVTP) Selection Criteria.

Procedure #331.1 – High School Assessment (HSA) Remediation Guideline

- Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented this informational item.
- Mrs. DeVore indicated that Procedure #331.1 – High School Assessment (HSA) Remediation Guideline would retire because the procedure is no longer applicable.

Hearing of Constituents

- There were no comments at this time.

“Wings of Dove” – Documentary About Crellin Elementary Music Program

- Dr. Dana McCauley, Principal of Crellin Elementary School, shared with the Board a brief trailer on a documentary about Crellin Elementary School and its music program. The 90 minute video will be shown on Friday, September 14, 2018, at Garrett 8 Cinemas, at 9:30 AM.

Continuing Business

Science Dimensions Hybrid Textbook Series

- Mr. Ryan Wolf, Mathematics and Science Curriculum Specialist, presented this action item and second review regarding a new science textbook series.

- The textbook series is *Science Dimensions Hybrid* by Houghton Mifflin Harcourt, and is for Kindergarten through 5th grade.
- The series was available for public review and feedback at the Central Office on the first floor from July 11, 2018, through August 10, 2018. One comment was received.
- The Board unanimously voted to accept the textbook series *Science Dimensions Hybrid* by Houghton Mifflin Harcourt.

FY2020 CIP

- Mrs. Alison Sweitzer, Director of Finance, presented this action item for a second review.
- At last month's meeting, Mr. William Swift, Director of Facilities, Maintenance, Operations, and Security, provided a summary of the major projects in the 2020 CIP (Capital Improvement Plan) for 2020-2025 school years.
- The Board unanimously voted to accept FY2020 CIP.

RISE Strategic Plan Committee Report

- Ms. Barbara Baker, Superintendent, provided committee information for the RISE Strategic Plan.
- RISE represents Reforming, Innovating, and Strengthening for Excellence.
- The RISE Strategic Plan Committee held three internal meetings in the last month to examine the data collected. The Superintendent also met with Swan Meadow families regarding strategic planning.
- The committee is ready to look at options, but requests guidance from the Board.

Board Business

Student Board Member Report

- Ms. Katherine Catulle, Student Member of the Board, presented informational items.
- Ms. Catulle indicated that fall sports practices have started. High school robotics participated in various summer events. The Garrett County Association of Student Councils (GCASC) will meet to plan fall activities.

Board Member Updates

- Mrs. Sebold indicated that the county fair is an excellent showcase for the school system and students. High School JROTC participated in various local activities.
- Mr. Woods indicated that the NFL Legends Football Camp was held at Southern High School over the summer for county youth.

School Visits with Board Members – Sign Up

- The Board Members signed up for school visits with the Superintendent at the beginning of the school year.

Next Meeting

- The next regular meeting of the Board of Education will be held on Tuesday, September 11, 2018. Details will be announced prior to the meeting.