

BOARDROOM REVIEW

Garrett County Board of Education

January 8, 2019

Prepared by: Public Information Office

Board of Education Members: Mr. Matthew Paugh, President; Mr. M. Thomas Woods, Vice President; Mr. Rodney Glotfelty, Mrs. Monica Rinker, Mrs. Charlotte Sebold, Associate Members; Ms. Katherine J. Catulle, Student Member; Ms. Barbara L. Baker, Superintendent; Mr. Brandon Hoover, Attorney

PUBLIC SESSION

Hearing of Constituents

- Dr. Robert Phares, Dr. Karl Schwam, and Ms. Shelley Argabrite, informed the Board that an Adolescent Work Group meets the first Thursday of every month. The group's focus is on adolescents and health issues from Garrett County statistics of the 2016 Maryland Youth Risk Survey.

Oath of Office

- Mr. Tim Miller, Clerk of the Court, administered the oath of office to the recently elected Board of Education members: Matthew Paugh, Monica Rinker, and Rodney Glotfelty.

Election of Officers

- Mr. Matthew Paugh was re-elected President of the Board of Education for 2019.
- Mr. Thomas Woods was elected Vice President for 2019.

Announcements

- Jan. 9, 2019: Staff Development Day; Students dismissed 3 hours early
- Jan. 21, 2019: Martin Luther King Jr. Day - Schools Closed
- Jan. 22, 2019: End of second grading period
- Jan. 23, 2019: Professional Day - Students dismissed 3 hours early
- Jan. 24-25, 2019: Mountain Maryland Pace Conference in Annapolis, MD

Recognitions

Holiday Card Artwork – Kaleb Montgomery

- Mr. Matthew Paugh, Board President, recognized Kaleb Montgomery, a 10th grade student at Northern High 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 2018. Kaleb's teacher, Mr. James Paxton, also attended to help celebrate Kaleb's accomplishment.

Curriculum, Instruction, and Administration Report

Yough Glades Elementary School Presentation

- Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented this informational item.
- Mrs. DeVore and Mrs. Gregory, Principal of Yough Glades Elementary School, discussed with the Board the school's Multi-Tiered Systems of Supports (MTSS), including Response to Intervention (RTI), Positive Behavior Interventions and Supports (PBIS), and Orton-Gillingham programs. The school's enrichment program was also reviewed.

Striving Readers Comprehensive Literacy Grant

- Mrs. Stephanie Wesolowski, Supervisor of College and Career Readiness, presented this informational item.
- Mrs. Wesolowski, Melanie Collins, and Jill Bosley, both teachers at Southern Middle School, discussed the Striving Readers Comprehensive Literacy Grant. Struggling readers often have difficulty in content area classrooms due to their inability to meet the reading and writing demands of the discipline. A Literacy Coach can help support this challenge. The various ways that a Literacy Coach can support the struggling reader/writer, as well as classroom teachers, were also discussed.

STARS Program Update

- Ms. Heather Raybold, Director of Special Education, and Mrs. Penny Proudfoot, Director of Elementary Education, presented this informational item.
- Ms. Raybold and Mrs. Proudfoot updated the Board regarding the STARS Program. The STARS (Students Taking Active Responsibility for Success) Program is a special program, in its second year, and offered at Broad Ford Elementary School. The Regional Behavior Intervention Program moved from Accident Elementary School to Broad Ford Elementary School due to needs of the system. Currently there are five students in the STARS program (grades PreK-3rd grade).

Policies and Procedures

Policy #JLCE – First Aid and Emergency Medical Care

- Mrs. Rebecca Aiken, Nurse Manager, presented this action item and second reading.
- The purpose of this policy is to provide for the needs of students by establishing first aid and emergency care procedures.
- The professional school nurse is required to provide first aid and emergency care to students and employees until the Emergency Medical Services (EMS) arrive at the site. In the absence of the nurse, the Certified Medication Technician (CMT) is trained in First Aid and CPR in order to provide appropriate care. In the event the aforementioned staff members are unavailable, first aid should be provided by available staff to the best of their abilities.
- The Board unanimously voted to accept *Policy #JLCE – First Aid and Emergency Medical Care*.

Policy #IHCH – Robotics Program

- Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented this action item and second reading.
- The Garrett County Board of Education supports robotics as both an after school activity and an embedded STEM activity conducted during the school day as part of the instructional program at the elementary and secondary levels.
- The Board unanimously voted to accept *Policy #IHCH – Robotics Program*.

Policy and Procedure #DFA – Operating Fund

- Mrs Alison Sweitzer, Director of Finance, presented this informational item and first reading.
- The purpose is to establish policy to guide investment activities within the Garrett County Public Schools. This policy excludes the investments of funds in the Garrett County Board of Education's Other Post-Employment Benefit (OPEB) Trust Fund. The OPEB Trust Fund has a separate investment policy. Such funds will be invested in accordance with the Annotated Code of Maryland Section 6-202 and 6-222.
- The Board will revisit this policy at next month's meeting.

Policy #DFAA – OPEB Investment

- Mrs Alison Sweitzer, Director of Finance, presented this informational item and first reading.
- The purpose is to establish policy to guide investment activities for the trust funds of the Retiree Health Plan Trust for Board of Education of Garrett County.

- The Retiree Health Plan Trust for the Board of Education of Garrett County (the Trust) consists of employer contributions. The Trust was established, and the goal of these funds is to provide other post-employment benefits for qualifying members of the plan as stated in the plan document. The investment plan is set forth so that the Board of Trustees for the Plan and the Investment Manager have a clear understanding of the investment policy, guidelines, and objectives of the Trust.
- The Funds of the Plan shall be invested in a portfolio of high-quality stocks, bonds, and other investments, which shall provide safety through diversification of investments and may reflect varying rates of return provided the overall rate of return for the portfolio is a reasonable rate consistent with the risks that the Board of Trustees is willing to accept.
- The Board will revisit this policy at next month's meeting.

Hearing of Constituents

- Thomas Vose, Ruth Enlow Library, shared with the Board a new program initiated by the public library entitled "Choose Civility".

Continuing Business

Elementary Band Textbook Series

- Mrs. Penny Proudfoot, Director of Elementary Education, presented this action item.
- Mrs. Proudfoot previously introduced elementary level band textbooks to the Board for its review. The series published by GIA Publications, Inc., is titled "Do It! - Play in Band" and is for elementary 4th and 5th graders. Students participating in band will purchase their own band books.
- The Board unanimously voted to adopt the Elementary Band Textbook Series.

Strategic Planning Request for Proposals Update

- Mr. Matthew Paugh, Board President, discussed the Board's Request for Proposal (RFP) for a strategic planning consultant for the school system.
- The Garrett County Board of Education actively sought proposals from interested consultants and/or firms to provide Strategic Planning services. Seven proposals were received. The Board is currently reviewing each of the proposals.

New Business

2019 IRS Mileage Rate

- Mrs Alison Sweitzer, Director of Finance, presented this informational item.

- Mrs. Sweitzer indicated that the 2019 federal mileage rate is \$0.58 per mile. Garrett County Public Schools follows this mileage rate.

New Bus Contract

- Mr. Richard Wesolowski, Director of Transportation, presented this action item.
- The Board unanimously voted to approve Mr. Gerald Harman for the Route 40 bus contract for the 2019-20 school year.

Board Business

Student Board Member Report

- Ms. Katherine Catulle, Student Member of the Board, presented informational items.
- Ms. Catulle shared activities in which various student councils have been actively engaged.
- The Garrett County Association of Student Councils (GCASC) legislative event is February 9th. GCASC is also in the planning stages of the Tri-County Summit Retreat.

Board Member Updates

- Mrs. Sebold recently attended the Hickory Open House, Northern High School's music program, and Crellin's Christmas program.
- Mr. Glotfelty attended the MABE Orientation for new Board members.
- Mrs. Rinker recently attended six elementary school programs.

Next Meeting

- The next regular meeting of the Board of Education will be held on Tuesday, February 12, 2019. Details will be announced prior to the meeting.