

BOARDROOM REVIEW

Garrett County Board of Education

April 14, 2020

Prepared by: Public Information Office

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

The meeting was conducted virtually due to COVID-19 and Governor Hogan's executive orders prohibiting public gatherings.

PUBLIC SESSION

Hearing of Constituents

- Jessica Whitehead, addressed the Board regarding student educational packets.
- Jeannie Wilt addressed the Board pertaining to service learning hours.
- Michelle Richter addressed the Board with concerns for continued learning.
- David Moe addressed the Board regarding a long-term capital budget plan.
- Tammy Walling addressed the Board pertaining to online learning.

Announcements

- Ms. Baker announced that Mr. Ryan Wolf will be the Principal of Southern High School beginning July 1, 2020.
- Ms. Baker discussed the Continuity of Learning Plan.
- The state Board waived 5 days of instruction, assessments for all students, and graduation assessment requirements for seniors.
- She indicated that if a senior meets graduation requirements, then the student will graduate.
- Ms. Baker announced that the high school proms have been cancelled.
- Report cards for the 3rd grading term will be emailed by Friday, April 17. If no email is available, then report cards will be mailed.
- If there are any questions or concerns, please contact the schools.

Recognitions

School Library Month Proclamation

- Mr. Thomas Woods, Board President, recognized School Library Month, April 2020, by reading a proclamation.

School Nurse Day Proclamation

- Mr. Thomas Woods, Board President, recognized School Nurse Day, May 6, 2020, by reading a proclamation.

New Business

Project Bids

- Mr. Richard Wesolowski, Director of Maintenance, Facilities, Operations, and Transportation, presented several project bids to the Board for approval.
- Mr. Wesolowski requested the competitive bid for the FY21 Capital Improvement Project for the Yough Glades Security Vestibule be awarded to Harbel, Inc. for the low bid of \$159,000.
- Mr. Wesolowski requested the competitive bid for the FY21 Capital Improvement Project for the Southern High School Front Facade renovation be awarded to Harbel, Inc. for the low bid of \$1,967,400.
- The Board unanimously voted to award both contracts to Harbel, Inc.

Budget Amendments

- Mrs. Alison Sweitzer requested the Board approve FY2020 budget transfers.
- The Board of Education's Fiscal Year 2020 Operating Budget was approved prior to the finalization of insurance renewal for property and vehicle liability. While the overall increase in renewal cost was budgeted, it is necessary to transfer budget funds to the appropriate category. The Board considered taking action to transfer the following:
 - Reduce Operations Property Liability Insurance by \$37,570
 - Increase Pupil Transportation Vehicle Insurance by \$30,000
 - Increase Maintenance Vehicle Insurance by \$7,570.
- Another transfer is required due to the Board's expense of a strategic facilities study. A portion of this overall expense was paid in FY2019. It is necessary to transfer \$45,000 to Administration Contracted Services to cover this expense. Due to the mild winter, there is favorable budget variance

in utilities. The Board considered taking action to transfer the following:

- Reduce Operations Heat by \$45,000
- Increase Administration Contracted Services by \$45,000.
- The Board unanimously voted to transfer funds to the various categories.

Fiscal 2020 Calendar Revision – April 28, 2020

- Ms. Baker recommended the Board approve April 28, 2020, as a school/work day now that the primary election has been moved to June 2, 2020, due to the COVID-19 pandemic.
- The Board unanimously voted to approve April 28, 2020 as a school/work day.

Policies and Procedures

Policy #DFAB – Fund Balance

- Mrs. Alison Sweitzer presented this information item and first reading.
- The policy's purpose is that it is essential for the Board to maintain adequate levels of fund balance to mitigate current and future risk to ensure stable operations. The Garrett County Board of Education is establishing a target range for the unrestricted Current Expense Fund balance (Unrestricted Fund Balance) and guidelines associated with its use.
- The policy would require the Board to maintain a fund balance to cover between 45 and 60 days of budgeted current expense fund revenue.
- The Board will revisit this policy at next month's meeting.

Board Business

Student Board Member Report

- Ms. Katherine Catulle, Student Board Member, presented informational items.
- Ms. Catulle provided an update to the Board regarding student learning, activities, and GCASC events during the COVID-19 situation.

Board Member Updates

- Mrs. Sebold thanked staff, students, and parents for the continued learning process.

Next Meeting

- The next regular meeting of the Board of Education will be held on Tuesday, May 12, 2020. Details will be announced prior to the meeting.