



200 West Baltimore Street • Baltimore, MD 21201 • 410-767-0100 • 410-333-6442 TTY/TDD • msde.maryland.gov

TO: Members of the State Board of Education
FROM: Karen B. Salmon, Ph.D.
DATE: February 27, 2018
SUBJECT: Request from Baltimore City Public Schools for Calendar Modification

PURPOSE:

To consider the waiver request to open schools on the Monday after Easter as an inclement weather make-up day for Baltimore City Public Schools for the 2017-2018 school year.

BACKGROUND/HISTORICAL PERSPECTIVE:

On August 31, 2016, Governor Larry Hogan issued Executive Order 01.01.2016.09 which requires all Maryland kindergarten through grade 12 public schools to open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for every public school in Maryland shall adjourn no later than June 15.

Education Article §7-103 requires that schools be open for student attendance for 180 days. The State Board of Education has the authority to adjust the length of the school year by granting waivers of the 180-day requirement. Such adjustments may be granted if normal school attendance is prevented because of natural disaster, civil disaster, or severe weather conditions. Subsection (b) (iv) provides the State Board the authority to permit schools to open on holidays because of closures related to severe weather conditions.

The conditions for granting a waiver of the 180-day school year requirement are specified in Code of Maryland Regulation (COMAR) 13A.02.01.04 and include the following:

1. The school system demonstrates they have made sufficient effort in providing instruction through calendar planning and modifications; and
2. Natural disasters, civil disasters, or severe weather conditions are sufficiently significant to warrant a waiver of days.

The conditions required for waiver applications are specified in COMAR 13A.02.01.04 (C) and includes the following:

1. The local school system developed a calendar which included days to be used to make-up days lost. Depending upon past experience, this number could range from 3 to 10 days; and

2. The local school system has modified its calendar by scheduling school on make-up days provided in the original calendar and by extending the school year 3 days beyond the previously scheduled closing date.

In considering applications for waivers, the State Board of Education may waive the final day needed to complete the 180-day schedule if that day falls on a Monday.

EXECUTIVE SUMMARY:

Baltimore City Public Schools were closed on January 4, 5, and 17, 2018. The request submitted by Baltimore City Public Schools on February 15, 2018 asks for a waiver to use April 2, 2018, the Monday after Easter, as a snow make-up day. Baltimore City Public Schools' makeup day recovery plan entails converting March 16, 2018 from a professional development day to an one-half student instruction day, opening schools on April 2, 2018, the Monday after Easter, and extending the last day of school to June 15, 2018.

ACTION:

It is being requested that the Maryland State Board of Education approve the waiver to open schools on April 2, 2018, the Monday after Easter, for Baltimore City Public Schools for the 2017-2018 school year.

Attachment: Waiver Request from Baltimore City Public Schools.

BALTIMORE CITY PUBLIC SCHOOLS

Catherine E. Pugh
Mayor, City of Baltimore

Cheryl A. Casciani
Chair, Baltimore City Board of
School Commissioners

Dr. Sonja Brookins Santelises
Chief Executive Officer

February 15, 2018

Dr. Karen B. Salmon
State Superintendent
State Department of Education
200 West Baltimore Street
Baltimore, MD 21201-2595

Dear Dr. Salmon:

On behalf of the Baltimore City Board of School Commissioners, and in accordance with Education Article §7-103, Annotated Code of Maryland, I respectfully request a waiver for Baltimore City Public Schools to be open for an instructional day on Monday, April 2, 2018.

To date, Baltimore City Public Schools (City Schools) has closed schools for inclement weather on three days – January 4th, 5th, and 17th. The first two days of the inclement weather recovery plan include extending the school year to June 15th and converting March 16th from a professional development day to a ½ day of instruction for students. For the third day, City Schools' approved calendar included the option of converting spring break days into instructional days, if needed. The approved spring break for this calendar year is scheduled from Monday, March 26th through Monday, April 2nd.

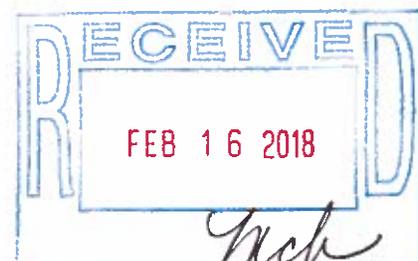
In reviewing the options available and considering the impact on attendance for both staff and students, as well as contractual obligations to provide five working days to teachers, City Schools is requesting a waiver for the last day of spring break (April 2nd). Should additional closures occur, City Schools will work with our union partners to determine the best course of action, including consideration of using additional days during spring break for instruction.

Thank you for your consideration of this request. Please contact me if you have any questions.

Sincerely,


Sonja Brookins Santelises, Ed.D.
Chief Executive Officer

C: Cheryl A. Casciani, Board Chair





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TO: Members of the State Board of Education

FROM: Karen B. Salmon, Ph.D.

DATE: February 27, 2018

SUBJECT: School Calendar Waiver Application

PURPOSE:

The purpose of this agenda item is to request approval for Garrett County Public Schools to open for pupil attendance prior to Labor Day for the 2018-2019 school year.

BACKGROUND/HISTORICAL PERSPECTIVE:

On August 31, 2016, Governor Larry Hogan issued Executive Order 01.01.2016.09 which requires all Maryland kindergarten through grade 12 public schools to open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for every public school in Maryland shall adjourn no later than June 15. Local boards of education have the option to apply for a waiver of the requirements set forth in the Executive Order.

On October 12, 2016, Governor Hogan amended the original Executive Order to establish parameters for school boards to apply for waivers. To be eligible for a waiver, the local board must demonstrate that the school system has met all requirements for at least one compelling justification and has conducted at least one public meeting at which the waiver application was considered and approved. Compelling justification includes:

1. The adoption of an innovative school schedule for low-performing, at-risk, or charter schools. Any waiver granted by the State Board of Education for an innovative school schedule shall *only* apply to those schools where innovative school schedules are offered.
2. The school system has closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions.

Pursuant to the amended Executive Order 01.01.2016.13, the State Board of Education was charged with establishing a timeline for waiver applications; identifying additional information needed from local school boards to comply with the requirements of the Executive Order; and rendering decisions on submitted waiver applications. On December 5, 2016, the State Board of Education approved the application and process for local boards of education to submit a waiver request for the requirements in Executive Order 01.01.2016.13.

Members of the Maryland State Board of Education

February 27, 2018

Page Two

EXECUTIVE SUMMARY:

The Maryland State Department of Education received an application from Garrett County Public Schools to waive the post-Labor Day school start date. Garrett County Public Schools is requesting a waiver using the compelling justification of emergency school closing. In order to be eligible for a waiver, a local school system must have closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions. Garrett County Public Schools were closed for inclement weather 15 days during the 2014-2015 school year and 20 days during the 2013-2014 school year. As a result, Garrett County Public Schools meet the criterion to request a waiver due to emergency school closings.

Local boards of education are required to conduct at least one public meeting to consider and approve the waiver application. The Board of Education for Garrett County Public Schools conducted a public meeting on February 13, 2018. The minutes from the meeting is included in the attached waiver application.

ACTION:

It is requested that the Maryland State Board of Education approve the waiver application for Garrett County Public Schools to open schools for pupil attendance prior to Labor Day for the 2018-2019 school year.

Attachment: Waiver Application for Garrett County Public Schools



40 South Second Street • Oakland, Maryland 21550
Telephone: 301-334-8900 • <https://www.garrettcountyschools.org>

Members of the Board of Education

Mr. Matthew A. Paugh, President
Dr. Nathan M. Sorber, Vice President
Mrs. Monica L. Rinker, Associate Member
Mrs. Charlotte A. Sebold, Associate Member
Mr. M. Thomas Woods, Associate Member
Sheyenne A. Tichnell, Student Board Member

Superintendent of Schools
Ms. Barbara L. Baker

February 20, 2018

Ms. Charlene Necessary
Maryland State Board of Education
200 West Baltimore Street
Baltimore, MD 21201

Dear Ms. Necessary,

At the February 13, 2018 Garrett County Board of Education meeting, the Board members voted to begin the 2018-19 school year on Monday, August 27, 2018. In accordance with the Governor's Executive Order, as well as the exceptions to that order, Garrett County Public Schools would like to request a waiver to the post-Labor Day school start date. Garrett County Public Schools qualifies under section 3b. Compelling Justification: Emergency School Closing.

Please find attached a completed waiver application for your consideration. Feel free to contact me if you need any further information.

Respectfully submitted,

Ms. Barbara L. Baker
Superintendent

cc: Garrett County Board of Education

Enclosures: Waiver Application for Post-Labor Day School Start Date
GCBOE Public Session Minutes from the February 13, 2018 Meeting

Directions: There are five sections to the waiver application. All sections of the application must be complete for waiver requests to be considered by the State Board of Education. Include any required supporting documentation when submitting this application.

1. Select the name of the school system represented in the waiver request.

- | | | |
|---|---|--|
| <input type="checkbox"/> Allegany | <input type="checkbox"/> Charles | <input type="checkbox"/> Prince George's |
| <input type="checkbox"/> Anne Arundel | <input type="checkbox"/> Dorchester | <input type="checkbox"/> Queen Anne's |
| <input type="checkbox"/> Baltimore City | <input type="checkbox"/> Frederick | <input type="checkbox"/> St. Mary's |
| <input type="checkbox"/> Baltimore | <input checked="" type="checkbox"/> Garrett | <input type="checkbox"/> Somerset |
| <input type="checkbox"/> Calvert | <input type="checkbox"/> Harford | <input type="checkbox"/> Talbot |
| <input type="checkbox"/> Caroline | <input type="checkbox"/> Howard | <input type="checkbox"/> Washington |
| <input type="checkbox"/> Carroll | <input type="checkbox"/> Kent | <input type="checkbox"/> Wicomico |
| <input type="checkbox"/> Cecil | <input type="checkbox"/> Montgomery | <input type="checkbox"/> Worcester |

2. Select the type of waiver being requested by the local school board.

- Request to waive the post-Labor Day school start date.
- Request to waive the June 15 school end date.
- Request to waive both the post-Labor Day school start date and June 15 school end date.

3. Select the compelling justification for the waiver request.

Compelling justification includes adoption of an innovative school schedule (3a) or emergency school closing (3b). At least one compelling justification category must be selected.

3a. Compelling Justification: Adoption of an Innovative School Schedule.

Any waiver granted by the State Board of Education for an innovative school schedule shall *only* apply to those schools where the innovative school schedules are offered. Education Article §7.103.1 defines innovative school schedules to include, “....*extended year, year-round schooling, or other school scheduling models that do not allow for prolonged lapses in instructional time....*” Qualifying schools are those designated as low-performing, at-risk, or charter. A summary of the innovative school schedule must be attached to application.

Identify the low-performing, at-risk, and/or charter schools for a waiver request on the next page.

Adoption of an Innovative School Schedule for Charter Schools

Guidance regarding charter schools may be found on the following webpage:
<http://www.marylandpublicschools.org/programs/Pages/Charter-Schools/index.aspx>

Identify the names of qualifying schools to be considered for a waiver below.
Attach a summary of the innovative school schedule to this application.

3b. Compelling Justification: Emergency School Closing.

Eligible local school systems are those that have closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions. Select the qualifying school system below.

- | | |
|--|--|
| <input type="checkbox"/> Allegany County | <input checked="" type="checkbox"/> Garrett County |
| <input type="checkbox"/> Caroline County | <input type="checkbox"/> Harford County |
| <input type="checkbox"/> Carroll County | <input type="checkbox"/> Talbot County |
| <input type="checkbox"/> Dorchester County | |

4. Local school boards are required to conduct *at least one public meeting* to consider and approve the waiver application. In the table below, identify all public meeting dates, times, and locations where the waiver application was considered and approved. **Attach the meeting minutes for each date identified.**

Date of Public Meeting	Time of Public Meeting	Location of Public Meeting
February 13, 2018	5:30 p.m.	Garrett County Public School, Central Office 40 South Second Street, Oakland, Maryland 21550

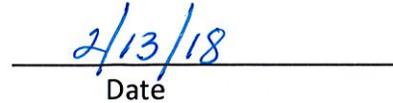


5. Signatures of Superintendent or Chief Executive Officer and Board President.

Signing below indicates that the local board of education has reviewed and approved all sections in this waiver application.



Signature of Superintendent or
Chief Executive Officer



Date



Signature of School Board President



Date

**Garrett County Board of Education
40 S Second Street
Oakland, MD 21550**

**PUBLIC SESSION MINUTES
Tuesday, February 13, 2018**

Board Members present included Mr. Matthew Paugh, Board President; Dr. Nathan Sorber, Board Vice President; and Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. Also present for the meeting: Mrs. Barbara Baker, Secretary -Treasurer / Superintendent of Schools; Mr. Brandon Hoover, Board Attorney; Ms. Karen DeVore, Executive Director of Curriculum, Instruction and Administration; Dr. Jane Wildesen, Director of Human Resources; Mrs. Alison Sweitzer, Director of Finance; Mrs. Penny Proudfoot, Director of Elementary Education and Early Childhood; Ms. Heather Raybold, Supervisor of Special Education; Dr. Phil Lauver, Supervisor of Pupil Services; and Sheyenne Tichnell, Student Board Member.

The meeting was held at Central Office in the Board Room.

1. Opening

A. Opening of Meeting

Mr. Matthew Paugh, Board President, called the meeting to order at 3:06 p.m.

B. Public Comment

There was no public comment at this part of the meeting.

C. Move to Executive Session

A motion was made by Tom Woods to go into Executive Session and seconded by Monica Rinker. Final Resolution: Motion Carries; Yea: Monica Rinker, Charlotte Sebold, Nathan Sorber, Tom Woods,

D. Executive Session Closed to the Public

The Board of Education met in an Executive Session on Tuesday, February 13, 2018 at Central Office in the Board Room at 3:08 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: Review of minutes; Personnel Topics, pursuant to §3-305(b)(1); Legal Opinion pursuant to §3-305(b)(7); and Collective Bargaining/Negotiations Topics, pursuant to §3-305(b)(9).

Tom Woods made a Motion to close the meeting, and this was seconded by Monica Rinker. Thereafter, the Board unanimously voted to close the session, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods The closed session began at 3:08 p.m.

The Board recessed the Executive Session at 4:05 p.m. The Executive Session reconvened at 4:10 p.m.

The topics discussed and actions taken include the following:

Board Minutes—the Board reviewed the minutes and placed them on the Consent Agenda for further action in the public session.

Legal opinion pursuant to §3-305(b)(7):

The Board received legal opinion from Brandon Hoover, Board Attorney, relating to an Open Meetings Act complaint received by the Board which alleged violations of the Open Meetings Act. Mr. Hoover drafted a letter to the Open Meeting Compliance Board with responses to the topics and in some cases corrective action that will be taken. The Board voted to accept Mr. Hoover's letter and recommendations. Tom Woods made a motion to accept the letter, and Monica Rinker seconded the motion. The Board unanimously voted to approve the letter, with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Personnel topics, pursuant to §3-305(b)(1) :

The Board received a Professional Leave Request requests from Karen Devore, Executive Director of Curriculum, Instruction, and Administration. The request was approved and placed on the Consent Agenda for further action in the public session.

The Board received an update from Dr. Jane Wildesen, Director of Human Resources and Employee Relations, regarding the misconduct of an employee. The employee received a due process hearing and submitted a resignation letter to Dr. Jane Wildesen. The Board took this matter into consideration, but took no action on this information.

Dr. Jane Wildesen and Mrs. Alison Sweitzer, Director of Finance, presented a staffing reconciliation report to the Board. The report included a list of employees who have given early notification of intent to retire or separation of service.

Collective Bargaining/Negotiation topics, pursuant to §3-305(b)(9):

The Board received information from Dr. Wildesen and Mrs. Sweitzer regarding FY2019 healthcare benefit options. Dr. Wildesen shared two options. Of these options, the Board chose a healthcare parameter for negotiations. Tom Woods made the motion. Nathan Sorber seconded the motion. The Board unanimously voted to accept the parameter with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Dr. Wildesen and Mrs. Sweitzer also presented the Board with options regarding salary adjustments relating to the negotiations process. The Board discussed and then voted on its salary parameter for negotiations for the upcoming fiscal year. Tom Woods made the motion. Nathan Sorber seconded the motion. The Board unanimously voted to accept the salary parameter with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber and Tom Woods.

The Board also received information relating to GCEA Bargaining Unit initial proposals from the February 12, 2018, negotiation meetings. The two proposals were from GCEA Unit I (Teachers) and Unit III (Support) bargaining groups. The Board took this matter under consideration, but took no action on this information.

Nathan Sorber made a motion to adjourn the Executive Session, and Monica Rinker seconded the motion. The Board unanimously approved adjourning the Executive Session at 6:00 p.m., with a yea vote from Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods.

Board Members present included Matthew Paugh, President; Dr. Nathan Sorber, Vice President; Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. Mrs. Barbara Baker, Secretary -Treasurer / Superintendent of Schools; Mr. Brandon Hoover, Board Attorney; and Ms. Karen DeVore, Executive Director of Curriculum, Instruction and Administration; were also present for the meeting. Dr. Jane Wildesen, Director of Human Resources, and Mrs. Alison Sweitzer, Director of Finance, were present for part of the meeting. Mrs. Karen Brewer, Executive Assistant to the Superintendent, was present at the meeting for the purpose of taking minutes.

2. Welcome

A. Re-Opening of Public Session

Mr. Matthew Paugh, President, reopened the Public Session at 6:05 p.m.

B. Consent Agenda - Action

The Consent Agenda topics included the Board meeting agendas, January 9, 2018 Board Meeting Minutes and a professional leave request.

The professional leave request is listed below:

No.	School Group or Class or Staff and Event	Field Trip or Professional Leave Request	Date
a.	Rappel Recertification (NH Staff Member)	Professional Leave Request	March 7 - 9, 2018

A motion was made by Nathan Sorber to approve the Consent Agenda and seconded by Monica Rinker. Final Resolution: Motion Carries: Yea: Monica Rinker, Charlotte Sebold, Nathan Sorber, and Tom Woods

C. Moment of Silence

D. Pledge of Allegiance - Student Board Member

Ms. Sheyenne Tichnell, Student Member of the Board, led the Board and the public in the Pledge of Allegiance.

E. Closed Session Summaries

Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the January 9, 2018, Board Meeting.

The Board of Education met in an Executive Session on Tuesday, January 9, 2018, at Central Office in the Board Room at 4:07 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: Review of minutes; Personnel Topics, pursuant to §3-305(b)(1); Collective Bargaining/Negotiations Topics, pursuant to §3-305(b)(9); Legal Opinion pursuant to §3-305(b)(7); and Administrative Function, which is specifically excluded from the Open Meetings Act by virtue of §3-103(a)(1)(i) of the General Provisions Article of the Annotated Code of Maryland.

Tom Woods made a Motion to close the meeting, and this was seconded by Charlotte Sebold. Thereafter, the Board unanimously voted to close the session, with a yea vote from Matthew Paugh, Charlotte Sebold, Monica Rinker, and Tom Woods. The closed session began at 4:07 p.m.

The Board recessed the Executive Session at 5:35 p.m. The Executive Session reconvened at 7:44 p.m.

The topics discussed and actions taken include the following:

Board Minutes

The Board reviewed the minutes and placed them on the Consent Agenda for further action in the public session.

Personnel topics, pursuant to §3-305(b)(1) :

The Board received Professional Leave Requests and Overnight Field Trip requests from Karen Devore, Executive Director of Curriculum, Instruction, and Administration. All requests were approved and placed on the Consent Agenda for further action in the public session.

The Board received a bus contractor update from Richard Wesolowski, Director of Transportation. This update included a discussion relating to breach of contract/suspension of an individual bus contractor. The Board took this matter into consideration, but no action on this information.

Collective Bargaining/Negotiation topics, pursuant to §3-305(b)(9):

The Board received information from Dr. Jane Wildesen, Director of Human Resources and Alison Sweitzer, Director of Finance, regarding the status of negotiations with GCEA Unit 1 (Teachers), GCEA Unit 3 (Support Personnel), and GCAFT (Head Custodians and Cafeteria Managers), and relating to possible salary parameters. The Board took this matter under consideration, but took no action on this information.

The Board also received information relating to various healthcare options for the collective bargaining/negotiated agreements from Dr. Wildesen and Ms. Sweitzer. The Board took this matter under consideration, but took no action on this information.

Legal opinion pursuant to §3-305(b)(7):

The Board received legal opinion from Brandon Hoover, Board Attorney, relating to the legal aspects of budget-carryover including an opinion regarding the role of county government relating to carry-over. The Board took this matter under consideration, but no action was taken at the meeting.

Administrative Function

The Board received administrative function updates from Ms. Barbara Baker, Superintendent of Schools, relating to the topics of student behavior issues and a budget transfer query. No actions were taken by the Board on these matters.

Matthew Paugh made a motion to adjourn the Executive Session and Charlotte Sebold seconded the motion. The Board unanimously approved adjourning the Executive Session at 9:40 p.m., with a yea vote from Matthew Paugh, Charlotte Sebold, Monica Rinker, and Tom Woods.

Board Members present included Dr. Nathan Sorber, Vice President and Acting President; Board Members: Mrs. Monica Rinker, Mrs. Charlotte Sebold, and Mr. Tom Woods. Mr. Matthew Paugh, President, joined the meeting via conference call. Mrs. Barbara Baker, Secretary - Treasurer / Superintendent of Schools; Mr. Brandon Hoover, Board Attorney; and Ms. Karen DeVore, Executive Director of Curriculum, Instruction and Administration; were also present for the meeting. Dr. Jane Wildesen, Director of Human Resources, Mrs. Alison Sweitzer, Director of Finance, and Mr. Richard Wesolowski, Director of Transportation, were present for part of the meeting. Mrs. Karen Brewer, Executive Assistant to the Superintendent, was present at the meeting for the purpose of taking minutes.

F. Announcements

Date	Event
Feb 15	Staff Development Students Dismissed 3 Hours Early
Feb 19	President's Day Schools Closed
Feb 28	Progress Reports for 3rd Grading Period
Mar 9	Staff Development Students Dismissed 3 Hours Early
Mar 20	County Commissioners Meeting Board of Education Presentation of Operating Budget Frederick A. Thayer, III Courthouse 203 South Fourth Street, Room 209 Oakland, MD
May 14	MABE Board Service Academy Open Meetings Act 9:30 a.m. -12:30 p.m. Making Your Meetings Work Using Parliamentary Procedure 1:00 - 4:00 p.m. MABE Office in Annapolis, MD

3. Recognitions

A. National School Counseling Week Recognition

Dr. Nathan Sorber, Board Vice President, recognized National School Counseling Week, February 5 – 9, 2018, by presenting a proclamation to school counselors. In attendance of the meeting were Ms. Dawn Moon, School Counselor at Broad Ford Elementary and Swan Meadow Schools, Mrs. Connie Glotfelty, School Counselor at Accident Elementary and Route Forty Elementary Schools, Mr. Tim Watson, School Counselor at Yough Glades Elementary and Crellin Elementary Schools, Ms. Kelly Davis, School Counselor at Broad Ford Elementary School, and Dr. Phil Lauver, Supervisor of Pupil Services.

B. School Social Work Week Recognition

Mrs. Monica Rinker, Board Member, recognized National School Social Work Week, March 4 - 10, 2018, by presenting a proclamation to school social workers. Mrs. Shannon Haley, School Social Worker based out of Yough Glades Elementary School, Mrs. Mary VanSickle, School Social Worker based out of Accident Elementary School, and Dr. Phil Lauver, Supervisor of Pupil Services, received the proclamation.

4. Policies and Procedures

A. EHAA Privacy and Protection of Digital Administrative Data Policy and Procedure - Revised

Mrs. Alison Sweitzer, Director of Finance, presented revisions to the EHAA Privacy and Protection of Digital Administrative Data Policy and Procedure. Revisions included updates based on the transition to the new Tyler Munis Financial ERP platform and the necessary internal procedure changes. The policy and procedure were also revised to reinforce the Board's expectation that "all employees will act in a responsible, civil, ethical, and appropriate manner when accessing GCPS student data."

B. JRB Privacy and Protection of Digital Student Data Policy and Procedure - Revised

Mrs. Alison Sweitzer presented revisions to JRB Privacy and Protection of Digital Student Data Policy and Procedure to the Board. The policy and procedure were revised to reinforce the Board's expectation that "all employees will act in a responsible, civil, ethical, and appropriate manner when accessing GCPS student data." The corresponding application was revised as well.

C. GBEE Acceptable and Responsible Use of Technological Resources for Employees Procedure - Revised

Dr. Jane Wildesen, Director of Human Resources and Employee Relations, presented revisions to GBEE Acceptable and Responsible Use of Technological Resources for Employees Procedure to the Board. Updates to the procedure included adding the definition of Educational purposes and the addition of a network infraction of posting or viewing content that violates law or GCPS policies and procedures.

D. GBEF Employee Use of Social Media Policy and Procedure - Revised

Dr. Jane Wildesen, Director of Human Resources, presented revisions to the GBEF Employee Use of Social Media Policy and Procedure to the Board Members. Updates included revising the purpose and adding the background information.

E. GBAA Sexual Harassment Policy and Procedure - Revised

Dr. Jane Wildesen presented revisions to the GBAA Sexual Harassment Policy and Procedure to the Board for first review. Updates to the policy and procedure included adding purpose, definitions, and background information. Several administrative procedures were added to the procedure including the responsibilities of the Title IX Coordinator and procedures for investigation of complaints.

F. JEBA PreKindergarten Enrollment Policy and Procedure

Mrs. Penny Proudfoot, Director of Elementary Education and Early Childhood, presented revisions to JEBA PreKindergarten Enrollment Policy and Procedure. The revisions were required based on House Bill 684 and Education Articles §5–202 and §5–218 of the Annotated Code of Maryland.

G. IHOA Leaving School for Curricular, Co-Curricular or Extra-Curricular Events Procedure

Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented the revised IHOA Leaving School for Curricular, Co-Curricular or Extra-Curricular Events Procedure to the Board once again this month for discussion. The Board agreed to the revisions to the procedure, but requested the Superintendent to share the over-night field trip approvals. They also asked that comprehensive emergency procedure plan details be added to the procedure.

5. Program Update

A. STARS Program Update

Ms. Heather Raybold, Supervisor of Special Education, Mrs. Penny Proudfoot, Director of Elementary Education and Early Childhood, and Dr. Kate Mitchem, Licensed Behavior Specialist, presented an update on the STARS Pilot Program.

Mrs. Proudfoot stated that the pilot program is a regional program at Accident Elementary for grades pre-k through 2nd grade and there are 7 seats available. The program utilizes family engagement and coaching, as well as Group Therapy. It is modeled after evidenced based program.

Dr. Mitchem stated that all elementary instructional assistants participated in the Safety Care Prevention Training in September and all elementary CPI teams have completed the first course of the Safety Care Applied Behavior Analysis Cohort Program. She stated the Behavior Support Teachers focus on improving Functional Behavior Assessments (FBA) and utilize Behavior Intervention Plans (BIP) processes and data collection processes.

Ms. Heather Raybold provided an update on the students currently participating in the program. She stated the program has provided support to six students. Thus far, two students have successfully completed the program and transitioned to their home based schools.

6. New Business

A. Audit Firm Selection - Action

Mrs. Alison Sweitzer, Director of Finance, recommended the Board retain The Rodeheaver Group, P.C. as the Board's auditor for the FY2017-18 audit work which will begin June 2018.

Motion by Monica Rinker to retain The Rodeheaver Group, P.C. as the Board's auditor and Tom Woods seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

7. Board Business

A. Student Board Member Update

Ms. Sheyenne Tichnell, Student Member of the Board, shared student council activities at each of the middle and high schools. She also stated that the Garrett County Association of Student Councils (GCASC) recently participated in a Maryland Leadership Workshop at Frostburg State University.

B. Board Member Update

The Board Members received a survey from the Maryland Association of Boards (MABE) regarding strategic planning to be completed by February 21, 2018.

8. Public Comments

Mr. Evan West, GCEA Uniserve Director, spoke to the Board. He stated the greatest strength of the school system are the employees and there is no better way to show the staff appreciation than to support them through the bargaining process and agreements. Mr. West also discussed state funding issues and invited the Board members to attend the MSEA "Fix the Fund" rally in Annapolis on March 19, 2018.

9. Continuing Business

A. 2018-19 School Calendar - Action

Dr. Jane Wildesen, Director of Human Resources and Employee Relations, and member of the Calendar Committee, discussed the two options for the 2018-19 School Calendar for the Board to adopt. Revisions were made to both calendars to include parent teacher conference days. The Board reviewed the Pre-Labor Day and Post Labor Day 2018-19 Calendars as well as the public feedback received. Dr. Wildesen stated the Calendar Committee recommended the Pre-Labor Day 2018-19 School Calendar. The following motions were made by the Board members:

i. Accept the Pre-Labor Day start date - August 27, 2018.

A motion was made by Tom Woods to accept the Pre-Labor Day start date, August 27, 2018. Nathan Sorber seconded the motion. Final Resolution: Motion Carries in a 3:1 vote; Yea: Tom Woods, Monica Rinker, Nathan Sorber; Nay: Charlotte Sebold
NOTE: This vote is contingent upon the State Board approval of the GCPS waiver of a mandated Post Labor Day Start.

ii. Propose last two days, May 29, and 30, 2019, will be three (3) hour early dismissals.

A motion was made by Tom Woods for the last two days, May 29 and May 30, to have 3 hour early dismissals. Monica Rinker seconded the motion. Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

iii. Eliminate January 9, 2019 as Staff Development Day.

A motion was made by Monica Rinker to remove the January 9, 2019, Staff Development Day. Charlotte Sebold seconded the motion. The motion fails in a 2:3 vote; Yea: Charlotte Sebold, Monica Rinker; Nay: Tom Woods, Nathan Sorber, Matthew Paugh

iv. Approve the 2018-19 School Calendar

A motion was made by Nathan Sorber to approve the 2018-19 School Calendar, and Tom Woods seconded the motion. Motion Carries in a 3:1 vote; Yea: Tom Woods, Monica Rinker, Nathan Sorber; Nay: Charlotte Sebold

v. Waiver Request of a Mandated Post Labor Day Start

A motion was made by Tom Woods to approve the waiver request of a Post Labor Day start from the State Board of Education. Nathan Sorber seconded the motion. Motion Carries in a 3:1 vote; Yea: Tom Woods, Monica Rinker, Nathan Sorber; Nay: Charlotte Sebold

NOTE: This vote is contingent upon the State Board approval of the GCPS waiver of a mandated Post Labor Day Start.

B. RISE Strategic Issues Report

Ms. Barbara Baker, Superintendent, discussed the RISE Plan Strategic Issue Report. She shared the Preliminary Report: Identification of Strategic Issues with the Board. At the prior month's meeting, the Board identified the strategic issues to address. Each issue was outlined in Ms. Baker's report. The Board will review the report and provide feedback at the March Board Meeting. After this meeting the public will have the opportunity to review and provide feedback regarding the strategic issues the school system is currently facing.

C. Fiscal Year 2019 Local Funding Request - Action

Mrs. Alison Sweitzer, Director of Finance, requested the Board take action regarding requesting local government funding towards FY2019 operating and capital budgets.

Nathan Sorber made a motion to approve the FY2019 Capital or Non-Recurring Cost Exclusion Recommendations of \$593,200 and Capital Improvement Projects from County Government. Tom Woods seconded the motion. Final Resolution: Motion Carries in a 3:1 vote; Yea: Tom Woods, Charlotte Sebold, Nathan Sorber; Nay: Monica Rinker

10. Informational Items

The following items were shared with the Board Members.

A. February 2018 School Activities

B. February 2018 Home and School Connection

C. Garrett County Public Schools Annual Report and Education Superlatives: 2016-2017

11. Adjournment

Nathan Sorber made a motion to adjourn the meeting, and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Charlotte Sebold, Monica Rinker, Nathan Sorber

The meeting adjourned at 9:29 p.m.