



**Karen B. Salmon, Ph.D.**  
State Superintendent of Schools

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**TO:** Members of the State Board of Education  
**FROM:** Karen B. Salmon, Ph.D.  
**DATE:** March 26, 2019  
**SUBJECT:** School Calendar Waiver Application

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**PURPOSE:**

The purpose of this agenda item is to request approval for Chesapeake Public Charter School in St. Mary's County to open for pupil attendance prior to Labor Day for the 2019-2020 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 was amended, allowing a county board to extend the length of a school year up to five (5) days beyond June without approval from the State Board. 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.

**EXECUTIVE SUMMARY:**

The Maryland State Department of Education received an application from St. Mary's County Public School System to waive the post-Labor Day school start date for Chesapeake Public Charter School. The school system is requesting a waiver using the compelling justification of adoption of an innovative school schedule by a charter school. In order to be eligible for a waiver, a school must adopt an innovative schedule that will not allow for prolonged lapses in instructional time. Chesapeake Public Charter School implements an innovative schedule. The schedule allows for the school to operate on an 11-month calendar that includes breaks for concentrated learning and application opportunities.

Local boards of education are required to conduct at least one public meeting to consider and approve the waiver application. The St. Mary's County Board of Education discussed the waiver request at public meetings on January 16, 2019 and January 30, 2019; the waiver request was approved at the public meeting on February 13, 2019. The minutes from each meeting are included in the attached waiver application.

**ACTION:**

It is requested that the Maryland State Board of Education approve the waiver application for Chesapeake Public Charter School to open for pupil attendance prior to Labor Day for the 2019-2020 school year.

Attachment: Waiver Application for Chesapeake Public Charter School



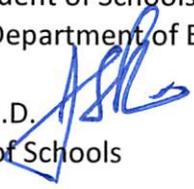
**St. Mary's County Public Schools  
Central Administration**

Office of the Superintendent  
23160 Moakley Street, Suite 109  
Leonardtown, Maryland 20650

Phone: 301-475-5511 ext. 32178; Fax: 301-475-4270

**Dr. J. Scott Smith**  
Superintendent

TO: Karen B. Salmon, Ph.D.  
State Superintendent of Schools  
Maryland State Department of Education

FROM: J. Scott Smith, Ed.D.   
Superintendent of Schools

DATE: February 28, 2019

RE: Request for Waiver of Post-Labor Day Start for  
The Chesapeake Public Charter School

Last year, the State Board approved the waiver application for the Chesapeake Public Charter School to open for pupil attendance prior to Labor Day for the 2018-2019 school year. We are again, applying for a waiver of the requirements in Executive Order 01.01.2016.13 for the 2019-2020 school year.

As per the Governor's Executive Order, and as approved by the Board of Education of St. Mary's County, the school system calendar for St. Mary's County Public Schools (SMCPS) includes a start date of September 3, 2019, concluding on June 15, 2020. The process for developing our school year calendar for our 27 public schools (18 elementary, 4 middle, 3 high, and 2 centers) involved over 2,000 stakeholders through representative committees, online surveys, student town hall forums, and public hearings. The school system's calendar was developed collaboratively with stakeholder groups and fully complies with the post-labor day start, and also includes a full winter break and spring break, as well as all other required holidays.

The Board of Education of St. Mary's County reviewed both the school system calendar and the recommended calendar for the Chesapeake Public Charter School. Both calendars were presented publicly and a public hearing was held on January 30, 2019. Both calendars were approved by our Board of Education on February 13, 2019.

The Chesapeake Public Charter School's governing board has developed a calendar that fully complies with the state statute, which "Requires students to be physically present on school premises for a period of time substantially similar to that which other public school students spend on school premises " (Education Article §9-102 (12)). The 11-month calendar is a hallmark of the CPCS consistent with its charter and its governing philosophy, which states:

*The Chesapeake Public Charter School believes that... An 11-month school year and carefully structured school day maximize time periods of concentrated learning*

This calendar has been consistently implemented for CPCS and is a substantially different schedule than the SMCPS system as a whole. In the structure of the Charter School's calendar, it includes 4 marking periods that provide opportunities for a unique and differentiated program. Each quarter includes a break for concentrated learning and opportunities for application. This 11-month calendar is communicated to parents and students as one of the unique features of the charter school and is an essential understanding in the application process. The goals of the Charter School continue to be met, as achievement outpaces the district and state across multiple measures.

To remain consistent with the philosophy and goals of the charter school, we are seeking a waiver of the post-labor day start for the Charter School, in accordance with justification 3a:

*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.*

As a charter school, this unique schedule of an 11-month calendar is a critical element of its mission and goals. The schedule meets the requirements of 3a (above) in that the innovative schedule provides breaks for optimal learning, however, these breaks are minimal, i.e., not prolonged, so as to allow for teacher feedback on narrative report cards and for student and family time for exploration, reflection, and application. Further, as delineated in the above justification, the waiver request is for the Charter School only. The school system as a whole is not seeking a waiver.

Thank you for your consideration of this request.

**Attachments:**

- A. Chesapeake Public Charter School (CPCS) Waiver Request
- B. Letter from CPCS Educational Director Requesting Waiver
- C. CPCS Philosophy and Goals
- D. CPCS Calendar 2019-2020 (for which we are seeking approval)
- E. St. Mary's County Public Schools 2019-2020 (system calendar, fully aligned to post-labor day start)
- F. Minutes from Public Meetings

**Overview:**

Executive Order 01.01.2016.13 requires all kindergarten through grade 12 public schools in Maryland to be open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for each public school in Maryland shall adjourn no later than June 15. During the 2018 General Assembly Session, Education Article §7-103 (3) was amended to allow a county board to extend the length of the school year for up to 5 days beyond June 15 without approval from the State Board. Local boards of education retain the full responsibility for establishing annual academic calendars within the parameters of the Executive Order. The Executive Order does not apply to the operation of year-round schools. The entire Executive Order may be found on the following webpage:

<https://governor.maryland.gov/wp-content/uploads/2016/10/EO.01.01.2016.13.pdf>

**Waiver Applications:**

Local boards of education may apply for waivers of the requirements set forth in the Executive Order. To be eligible for a waiver, the local board must demonstrate that it 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.

Any waiver granted by the State Board of Education using this waiver application shall be for the 2019-2020 school year only. Local boards of education may apply annually for a waiver of the requirements in Executive Order 01.01.2016.13.

**Timeline for Submission of Waiver Application:**

Waiver applications will be accepted on a rolling basis. Decisions regarding waiver requests will be made at the State Board Meeting immediately following receipt of the application. For example, if a waiver application is received on January 31, 2019 then the State Board will render a decision at the February 25, 2019 meeting. A list of State Board meeting dates may be found on the following webpage: <http://marylandpublicschools.org/stateboard/Pages/Meetings-2018.aspx>. The local Superintendent or Chief Executive Officer and Board President will be notified in writing of the State Board's decision. The final date to submit an application for a waiver of requirements in Executive Order 01.01.2016.13 for the 2018-2019 school year is **March 31, 2019**.

Waiver applications and supporting documents may be emailed to Charlene Necessary at [charlene.necessary@maryland.gov](mailto:charlene.necessary@maryland.gov) or mailed to:



Maryland State Board of Education  
Attention: Charlene Necessary  
200 West Baltimore Street  
Baltimore, Maryland 21201

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

**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 school end date beyond five (5) days after June 15.
- 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 Low-Performing Schools**

Low-performing schools, or Maryland's Priority Schools, are the 5% of all Title I schools that are the lowest achieving on state assessments; and/or have graduation rates below 67%; or receive Title I school improvement funds under Section 1003g. A list of qualifying schools can be found on the following webpage:

<http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf>

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

**Adoption of an Innovative School Schedule for At-Risk Public Schools**

At-risk public schools, or Maryland's Focus Schools, are those in the top 10% of Title I schools that have the largest within-school gaps between the highest-achieving subgroup and the lowest-achieving subgroup; and Title I high schools with less than 60% graduation rates over a number of years. A list of qualifying schools can be found on the following webpage:

<http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf>

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



**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.**

Chesapeake Public Charter School

**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 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 | <input type="checkbox"/> The SEED School |

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
January 16, 2019 (First Reading)	9:00 a.m.	Board of Education Meeting Room 23160 Moakley Street Leonardtown, MD 20650
January 30, 2019 (Public Hearing)	6:00 p.m.	Board of Education Meeting Room 23160 Moakley Street Leonardtown, MD 20650
February 13, 2019 (Second Reading/Approval)	9:00 a.m.	Board of Education Meeting Room 23160 Moakley Street Leonardtown, MD 20650



**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

2/13/19  
Date

Signature of School Board President

13 Feb. 2019  
Date



Attachment  
20945 Great Mills Road  
Lexington Park, MD 20653  
Phone: (301) 863-9585  
Fax: (301) 863-9586  
www.smcps.org/cpcs/

Ms. Angela Funya Education Director  
Ms. Karen Antonacio / Ms. Sandy Imbriale Academic Deans

January 31, 2019

Dear Dr. Smith,

Chesapeake Public Charter School (CPCS) has successfully operated an innovative school schedule since its inception in 2007. CPCS would like to request a waiver to the post-Labor Day school start date parameter set forth by Executive Order 01.01.2016.13, in order to continue to provide this opportunity to our community.

Below is a summary of Chesapeake Public Charter School's mission and vision as well as an excerpt of the innovative features of the Chesapeake Public Charter School in which the 11 month school calendar is articulated.

#### Vision

Our vision is a safe and joyful atmosphere which includes compassion and respect for others, and where students become critical thinkers, life-long learners, and global citizens.

#### Mission

Chesapeake Public Charter School will provide a rigorous, creative and diverse learning environment where everyone comes together to develop confident and self-motivated students.

The CPCS program offers:

- A small school setting
- A modified yearly calendar (11 month) with a unique daily structure
- A democratic governance structure built on teacher leadership and strong parent/community partnerships
- An integrated curriculum that motivates student acquisition of basic skills. The CPCS program focuses on investigating the ecology of the Chesapeake Bay region where we live, as well as world arts, cultures, and languages which are part of life in today's growing global community.
- Character/social skills development that fosters a strong work ethic and service to the larger community
- A diversity of ideas, backgrounds, and perspectives that will provide a valuable resource for learning and building a dynamic, reflective community

The draft calendar for the 2019-2020 school year is attached for review. We formally request that the St. Mary's Board of Education consider this at the January meeting and vote to submit the waiver application, the draft 2019-2020 calendar and this summary letter to the Maryland State Board of Education thereafter. Thank you for your timely consideration of this request.

Sincerely,

A handwritten signature in black ink that reads "AFunya".

Angela Funya  
Education Director  
Chesapeake Public Charter School

# Chesapeake Public Charter School

<https://schools.smcps.org/cpcs/vision-mission>

## MISSION STATEMENT

Chesapeake Public Charter School (CPCS) will provide a rigorous, creative and diverse learning environment where everyone comes together to develop confident and self-motivated students.

## VISION STATEMENT

Our vision is a safe and joyful atmosphere which includes compassion and respect for others, and where students become critical thinkers, life-long learners, and global citizens.

## PHILOSOPHY/APPROACH

Our approach provides educational opportunities for the total development of each child. We will help each child grow emotionally, intellectually, socially and physically by implementing the following components:

- Project-based learning
- Small class size
- Individualized instruction
- K- 8 flexible groupings
- Integrated Thematic Instruction – World Cultures and Arts integration, Environmental Stewardship, Maryland Past and Present
- Active community involvement
- Character development
- Regular field studies
- Ernest Boyer's Basic School approach

## GOALS:

- CPCS will perform in the top 25% in core subjects of all charter schools and public schools authorized by our authorizer (SMCPS School Board) in years 3-6. As of year six plus, CPCS will perform in the top 10% in core subjects.
- All students at CPCS who have been enrolled in CPCS for at least one year will achieve proficiency on state exams in core subjects.
- Every student enrolled in CPCS for at least one year will achieve a year's worth of gains in core subjects.
- Students will demonstrate knowledge of the Core Virtues from The Basic School: (Honesty, Respect, Responsibility, Compassion, Self-discipline, Perseverance, and Giving).
- Students will demonstrate the ability to:
  - Express themselves through the arts
  - Be good stewards of the environment.
- Students will demonstrate an understanding of diverse cultures both locally and globally.

**Chesapeake Public Charter School  
School Operational Calendar 2019-2020**

Approved 02-13-2019

Boxed days indicate students are not in school.  
Circled days indicate early dismissal.

<i>Month</i>	<i>Event Date</i>	<i>Event Description</i> <i>Attachment</i>																																										
<b>July 2019</b>	July 4 ..... July 29.....	Holiday - Independence Day - All Schools and Offices Closed 11-Month Employees Report																																										
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## Calendar Notes

### Appropriate Exercises

Appropriate exercises will be held in the schools for the following days: Patriot Day; Constitution Day; Washington's Birthday; Lincoln's Birthday; Veterans Day; Columbus Day; Martin Luther King, Jr.'s Birthday; Arbor Day; Flag Day; and any other day of national significance.

### Extended School Year Services

Pursuant to Education Article 8-402, Annotated Code of Maryland, extended school year services will be provided to students with disabilities who are determined through the Individualized Education Program process to need specific special education services beyond the 180 school days.

### Inclement Weather and Emergency School Closing Alternatives

Inclement weather and emergency school closing make-up alternatives include three days at the end of the year and other days noted as possible make-up days in the calendar. Holidays, spring break, or days added at the end of the school year will be considered if additional days are needed. The number of days for students will be a minimum of 180 and the number of days for teachers will be 190 duty days. The number of duty days for 11-month employees is 212. School buildings and offices may be closed on some professional days to permit all employees to participate. Notice will be given.

**St. Mary's County Public Schools  
System Operational Calendar 2019-2020**

Approved 2-13-2019

Boxed days indicate students are not in school.  
Circled days indicate early dismissal.

<i>Month</i>	<i>Event Date</i>	<i>Event Description</i> Attachment
<b>July 2019</b>	July 4 .....	Holiday - Independence Day - All Schools and Offices Closed
<b>August 2019</b>	August 1..... August 21-23..... August 26..... August 27..... August 28..... August 29 .....	11-Month Employees Report New Teachers' Orientation Professional Day - All Teachers Report/Classroom Preparation Professional Day – Staff Development Professional Day - Staff Development Professional Day – Teachers on Duty/Open Houses Professional Day – Collaborative Planning/Professional Responsibilities
<b>September 2019</b>	September 2..... September 3..... September 20.....	Holiday – Labor Day - All Schools and Offices Closed Schools Open for Students Professional Day - No School for Students - Staff Development - Professional Responsibilities
<b>October 2019</b>	October 4..... October 14..... October 15 .....	End of Interim Period Two Hour Early Dismissal – No School for Head Start and PreKindergarten Students – Parent Conferences Interim Distribution (Elementary Grade 5/Middle/High) Two Hour Early Dismissal – No School for Head Start and PreKindergarten Students – Professional Responsibilities/ Collaborative Planning – Head Start and PreKindergarten Parent Involvement Activities
<b>November 2019</b>	November 1..... November 11..... November 13 .....	Two Hour Early Dismissal - No School for Head Start and Pre-Kindergarten Students - End of 1 <sup>st</sup> Marking Period (43 days) Professional Responsibilities - Head Start and PreKindergarten Parent Involvement Activities Holiday – Veteran's Day – All Schools and Offices Closed Report Card Distribution Two Hour Early Dismissal - No School for Head Start and Pre-Kindergarten Students – Professional Responsibilities – Head Start and PreKindergarten Parent Involvement Activities November 28-29..... Holiday - Thanksgiving - All Schools and Offices Closed
<b>December 2019</b>	December 6 .....	Two Hour Early Dismissal - No School for Head Start and PreKindergarten Students - End of Interim Period - Staff Collaborative Planning - Professional Responsibilities - Head Start and PreKindergarten Parent Involvement Activities
	December 17 .....	Interim Distribution (Elementary Grade 5/Middle/High)
	December 20 .....	Two Hour Early Dismissal – No School for Head Start and PreKindergarten Students – Professional Responsibilities – Head Start and PreKindergarten Parent Involvement Activities
	December 23-31.....	Winter Break – No School for Students and 10-11 Month Employees
	December 25.....	Holiday – Winter Break – All Schools and Offices Closed
<b>January 2020</b>	January 1..... January 2..... January 17..... January 20..... January 29 .....	Holiday - Winter Break - All Schools and Offices Closed Schools Reopen - Students in School Two Hour Early Dismissal - No School for Head Start and PreKindergarten Students - End of 2 <sup>nd</sup> Marking Period (44 days) and 1 <sup>st</sup> Semester (87 days) - Professional Responsibilities - Head Start and PreKindergarten Parent Involvement Activities January 20..... Holiday - Martin Luther King, Jr. Day - All Schools and Offices Closed January 29 .....

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Appropriate exercises will be held in the schools for the following days: Patriot Day; Constitution Day; Washington's Birthday; Lincoln's Birthday; Veterans Day; Columbus Day; Martin Luther King, Jr.'s Birthday; Arbor Day; Flag Day; and any other day of national significance.

### Extended School Year Services

Pursuant to Education Article 8-402, Annotated Code of Maryland, extended school year services will be provided to students with disabilities who are determined through the Individualized Education Program process to need specific special education services beyond the 180 school days.

### Inclement Weather and Emergency School Closing Alternatives

Inclement weather and emergency school closing make-up alternatives include three days at the end of the year and other days noted as possible make-up days in the calendar. Holidays, spring break, or days added at the end of the school year will be considered if additional days are needed. The number of days for students will be a minimum of 180 and the number of days for teachers will be 190 duty days. The number of duty days for 11-month employees is 212. School buildings and offices may be closed on some professional days to permit all employees to participate. Notice will be given.

Attachment  
F

Board of Education of St. Mary's County

Meeting of: Regular Session

Held: January 16, 2019  
Board of Education Meeting Room

**1. Open Meeting**

Procedural: 1.01 Call to Order

Mrs. Bailey called the meeting to order at 8:04 a.m.

Procedural 1.02 Roll Call

Present for the meeting were:

Ms. Karin M. Bailey, Chairman

Ms. Cathy Allen, Vice Chairman

Ms. Mary M. Washington, Member

Mr. James J. Davis, Member (absent)

Ms. Rita Weaver, Member

Ms. Laik Meadows, Student Member (absent)

**2. Executive Session**

Action: It was moved by Cathy Allen and seconded by Rita Weaver to enter into executive session to discuss Personnel and Litigation Issues (Maryland Local Government Code Article, Section 9-512(a)(1) and (2)), and Administrative Function Items (Maryland General Provisions Code Article, Section 3-104). The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, Mary M. Washington, Rita Weaver

**3. Reconvene Open Meeting**

Procedural: Mrs. Bailey reconvened the meeting at 9:02 a.m. followed by the Pledge of Allegiance.

**4. Approval of Agenda**

Action: It was moved by Cathy Allen and seconded by Rita Weaver to approve the agenda as presented.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, Mary M. Washington, Rita Weaver

**5. Board Reports**

Information: Board Members each highlight one event during the meeting; other events are listed under the Library - General tab in Board Docs.

Ms. Bailey: Attended the Academy of Performing and Visual Arts (AVPA) Capstone for music. She also noted that we have one snow day left.

Ms. Allen: Mentioned that the deadline to apply to be a student member to the Board is February 8. Rising juniors and seniors are eligible. Also noted that St. Mary's History Day District Contest will be held on February 23 at St. Mary's Ryken High School beginning at 8:00 a.m. This year's theme is Triumph and Tragedy.

Ms. Washington: Attended the AVPA for theatre and also attended the Tri-County Concert at Northern High School in Prince Frederick on January 6, 2019.

Ms. Weaver: Attended the AVPA Capstone for music.

**6. Superintendent Report**

Report: Dr. J. Scott Smith, superintendent of schools, highlighted many events and accolades received from students and staff. A full report is listed in the Library - General tab in Board Docs.

**7. Recognitions**

7.01 Patuxent Partnership Recognition - Ms. Denise Mandis

**8. Public Hearing**

None.

**9. Public Comment**

Public comment was provided by Ms. Dawn Murphy regarding higher pay for all school bus drivers.

**10. Consent Agenda**

10.01 Approval of Minutes of December 12, 2018

10.02 Personnel - Administrative & Supervisory (None)

10.03 Personnel - Teachers

10.04 Imagine Learning

It was moved by Cathy Allen and seconded by Rita Weaver to approve the consent agenda as presented.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, Mary M. Washington, Rita Weaver

**11. Action Items**

11.01 Document Submission for the Systemic HVAC Renovations and Roof Replacements at Hollywood Elementary School and Park Hall Elementary School - Mr. Larry Hartwick

It was moved by Mary M. Washington and seconded by Rita Weaver that the Board of Education authorizes the submission of design documents for the Systemic HVAC Renovations and Roof Replacements at Hollywood Elementary School and Park Hall Elementary School to the Department of General Services for their review.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, Mary M. Washington, Rita Weaver

11.02 Department of Transportation - Synovia Solutions GPS Purchase - Mr. Jeffrey Thompson

It was moved by Rita Weaver and seconded by Mary M. Washington that the Board of Education approves a five-year contract with Synovia Solutions for school bus GPS tablet systems, using Sourcewell contract#: 022217-SSL, at a cost of \$49 per month, per vehicle, beginning on July 1, 2019.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, Mary M. Washington, Rita Weaver

**12. Information Items**

12.01 BECA 2019 Scholarship Application and Scholarship Fair Information - Ms. Tammy Burr/Dr. Bob Schaller

12.02 2019-2020 School Year Calendar Recommendations - Dr. Jeffrey Maher and Ms. Angela Funya

12.03 Evening High School - Ms. Cheryl Long and Mr. Michael Watson

12.04 High School Program of Studies - Proposed Revisions 2019-2020 - Ms. Lisa Bachner and Mr. Michael Watson

12.05 FY 2019 December Financial Report - Ms. Tammy McCourt

12.06 FY 2020 Superintendent's Recommended Budget - Dr. J. Scott Smith/Ms. Tammy McCourt

**13. Board Member Time**

Information: Board Members will use this time to expand on the report they gave during their Board Report portion of the meeting, if they have additional information to share.

**14. Future Board Meeting**

14.01 The next regular Board meeting will be held on January 30, 2019, with Executive Session beginning at 5:00 p.m.

**15. Adjournment**

Procedural: Ms. Bailey adjourned the regular meeting 12:05 p.m.

**16. Work Session**

Fiscal Policy Updates - First Reading - Mr. Robert Springer and Ms. Brynn Cosner

**December 12, 2018 – Executive Summary for Approved Board Minutes**

Action: It was moved by Cathy Allen and seconded by Rita Weaver to enter into executive session to discuss Personnel and Litigation Issues (Maryland Local Government Code Article, Section 9-512(a)(1) and (2)), and Administrative Function Items (Maryland General Provisions Code Article, Section 3-104).

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

2. Executive Session An executive session began at 8:01 a.m.

Present for the meeting were:

- .Ms. Karin M. Bailey, Chairman
- .Ms. Cathy Allen, Vice Chairman
- .Ms. Mary M. Washington, Member
- .Mr. James J. Davis, Member
- .Ms. Rita Weaver, Member
- .Dr. J. Scott Smith, Superintendent of Schools
- .Dr. Maureen Montgomery, Deputy Superintendent of Schools
- .Dr. Jeff Walker, Assistant Superintendent of Supporting Services
- .Mr. Edmund W. Law, General Counsel
- .Ms. Kathryn Mancini, Administrative Assistant to the Board of Education

The following topics were discussed:

**Personnel Issues (Maryland Local Government Article, Section 9-512(a)(1))**

Certificated staff resignations.

**Litigation Issues (Maryland Local Government Article, Section 9-512(a)(2))**

Mr. Law advised that the previously scheduled December 5th motions hearing in the AG MOSH action will be rescheduled for a new date in January 2019.

Ms. Bailey adjourned the Executive Session at 8:25 a.m.




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Ms. Karin M. Bailey  
Chairman




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J. Scott Smith, Ed/D.  
Secretary-Treasurer

Recorded by: Kathryn Mancini

Board of Education of St. Mary's County

Meeting of: Regular Session

Held: January 30, 2019

Board of Education Meeting Room

**1. Open Meeting**

Procedural: 1.01 Call to Order

Mrs. Bailey called the meeting to order at 2:04 p.m.

Procedural 1.02 Roll Call

Present for the meeting were:

Ms. Karin M. Bailey, Chairman

Ms. Cathy Allen, Vice Chairman

Ms. Mary M. Washington, Member

Mr. James J. Davis, Member (arrived at 2:07 p.m.)

Ms. Rita Weaver, Member

Ms. Laik Meadows, Student Member (absent)

**2. Work Session**

2.01 Proposed FY 2020 Budget Presentation – The work session began at 2:04 p.m. and concluded at 3:36 p.m.

**3. Executive Session (held from 5:03 p.m. to 6:07 p.m.)**

Action: It was moved by Cathy Allen and seconded by Rita Weaver to enter into executive session to discuss Personnel, Litigation, and Student Issues (Maryland Local Government Code Article, Section 9-512(a)(1), (2), and (10)), and Administrative Function Items (Maryland General Provisions Code Article, Section 3-104).

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

**4. Reconvene Open Meeting**

Procedural: Mrs. Bailey reconvened the meeting at 6:11 p.m. followed by the Pledge of Allegiance.

**5. Approval of Agenda**

Action: It was moved by Cathy Allen and seconded by Rita Weaver to approve the agenda as presented.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

**6. Board Reports**

Information: Board Members each highlight one event during the meeting; other events are listed under the Library - General tab in Board Docs.

Ms. Bailey: On January 27, 28, and 29 attended the National School Boards Association Advocacy (NSBA) Institute 2019 on behalf of the Maryland Association of Boards of Education (MABE) in Washington, D.C. and met with Members of Congress and Maryland delegates. She shared some of our programs with them; i.e., Fairlead and the Teachers' Academy. NSBA is working on legislation that would provide loan forgiveness opportunities for teachers. She also commented that the Maryland State Christmas tree was decorated with ornaments provided by Leonardtown High School students.

Ms. Allen: Attended the Tech Expo at the Dr. James A. Forrest Career & Technology Center. She shared that there is a wide variety of programs offered, including one for Fire and Rescue.

Mr. Davis: Vacated in the Caribbean and visited five islands.

Ms. Washington: Attended the Business, Education, and Community Alliance (BECA) Fair. It has been operating since 1989. The common application was available beginning January 29. The deadline for submission is February 15. Last year 141 scholarships were provided, totaling \$181,350. The scholarship awards event will take place on May 14.

Ms. Weaver: Attended the JROTC Annual Inspection, which was led by Commander Andres Pico. The Naval Science Instructors are Captain David Randle, Chief Robert Mack, and Petty Officer Douglas Scott. There are currently 170 students in the program; 24 students will graduate this year. Quite a few of them have already received scholarships.

#### **7. Superintendent Report**

Report: Dr. J. Scott Smith, superintendent of schools, highlighted many events and accolades received from students and staff. A full report is listed in the Library - General tab in Board Docs.

#### **8. Recognitions**

8.01 First Lady of Maryland Student Art Gallery Recognition - Mr. Todd Burroughs

8.02 Superintendent's Art Gallery Artists - 2nd Marking Period SY18-19 - Mr. Todd Burroughs

#### **8. Public Hearing**

None.

#### **9. Public Comment**

None.

#### **11. Consent Agenda**

10.01 Approval of Minutes of January 16, 2019

10.02 Personnel - Administrative & Supervisory (None)

10.03 Personnel - Teachers

It was moved by Cathy Allen and seconded by Rita Weaver to approve the consent agenda as presented.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

#### **12. Action Items**

12.01 Department of Safety and Security - Installation of Security Window Film - Mr. F. Michael Wyant

It was moved by Mary M. Washington and seconded by James J. Davis that the Board approve contracts to Atlantic Sun Control and XLNT Tint of Mid-Atlantic, Inc. for the installation of security window film at SMCPS school and office locations.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

#### **13. Information Items**

13.01 Maryland Integrated Science Assessment, Dr. Alex Jaffurs and Mr. Jason Hayes

#### **14. Board Member Time**

Information: Board Members will use this time to expand on the report they gave during their Board Report portion of the meeting, if they have additional information to share.

#### **15. Future Board Meeting**

15.01 The next regular Board Meeting will be on February 13, 2019 at 9:00 a.m. The Public Hearing on the Budget will be held that evening at 6:00 p.m.

**16. Adjournment**

Procedural: Ms. Bailey adjourned the regular meeting 7:23 p.m.

**January 16, 2019 – Executive Summary for Approved Board Minutes**

Action: It was moved by Cathy Allen and seconded by Rita Weaver to enter into executive session to discuss Personnel and Litigation Issues (Maryland Local Government Code Article, Section 9-512(a)(1) and (2)), and Administrative Function Items (Maryland General Provisions Code Article, Section 3-104).

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, Mary M. Washington, Rita Weaver

An executive session began at 8:05 a.m. Present for the meeting were:

- .Ms. Karin M. Bailey, Chairman
- .Ms. Cathy Allen, Vice Chairman
- .Ms. Mary M. Washington, Member
- .Ms. Rita Weaver, Member
- .Dr. J. Scott Smith, Superintendent of Schools
- .Ms. Tammy McCourt, Assistant Superintendent of Fiscal Services and Human Resources
- .Dr. Jeff Walker, Assistant Superintendent of Supporting Services
- .Mr. Edmund W. Law, General Counsel
- .Ms. Kathryn Mancini, Administrative Assistant to the Board of Education

The following topics were discussed:

**Personnel Issues (Maryland Local Government Article, Section 9-512(a)(1))**

New teacher hires.

**Litigation Issues (Maryland Local Government Article, Section 9-512(a)(2))**

Mr. Law discussed the upcoming January 18, 2019 motions hearing in the SB MOSH action.

**Administrative Function (Maryland General Provisions Article, Section 3-104))**

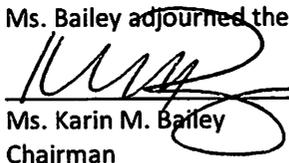
Dr. Smith discussed the impact of the federal government shutdown on SMCPs student families.

Dr. Smith discussed the growing student vaping/juuling problem, and the plans under consideration to educate students and their families regarding health-related risks posed by the activity.

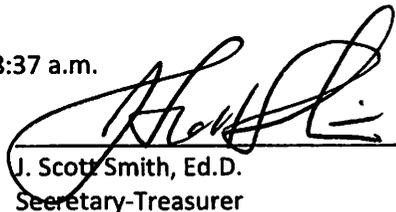
Dr. Smith discussed FY 20 budget and regular Board meeting schedules.

Dr. Smith advised the Board that a former teacher is challenging his request that her teaching certificate be suspended because she resigned after the date permitted in the Regular Teacher’s Contract without sufficient cause.

Ms. Bailey adjourned the Executive Session at 8:37 a.m.



Ms. Karin M. Bailey  
Chairman



J. Scott Smith, Ed.D.  
Secretary-Treasurer

Recorded by: Kathryn Mancini



**Wednesday, January 30, 2019**  
**Meeting of the Board of Education of St. Mary's County - 5:00 p.m.**

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**1. Open Meeting**

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1.01 Call to Order

1.02 Roll Call

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**2. Work Session (2:00 p.m. to 4:00 p.m.)**

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2.01 Proposed FY 2020 Budget Presentation

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**3. Executive Session (5:00 p.m.)**

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3.01 Personnel, Litigation, and Student Issues (Maryland Local Government Code Article, Section 9-512(a)(1), (2), and (10)), and Administrative Function Items (Maryland General Provisions Code Article, Section 3-104)

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**4. Reconvene Open Meeting - 6:00 p.m.**

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4.01 Pledge of Allegiance

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**5. Approval of Agenda**

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5.01 Motion to approve the agenda

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**6. Board Reports**

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**7. Superintendent Report**

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**8. Recognitions**

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8.01 First Lady of Maryland Student Art Gallery Recognition - Mr. Todd Burroughs (5')

8.02 Superintendent's Art Gallery Artists - 2nd Marking Period SY18-19 - Mr. Todd Burroughs (10')

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**9. Public Hearing**

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9.01 High School Program of Studies

9.02 2019-2020 School Year Calendars

9.03 Fiscal Policy Updates

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**10. Public Comment**

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10.01 New Agenda Item

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**11. Consent Agenda**

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11.01 Approval of Minutes of January 16, 2019

11.02 Personnel - Administrative and Supervisory (NONE)

11.03 Personnel - Teachers

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**12. Action Items**

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12.01 Department of Safety and Security - Installation of Security Window Film - Mr. F. Michael Wyant - 10'

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**13. Information Items**

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13.01 Maryland Integrated Science Assessment, Dr. Alex Jaffurs and Mr. Jason Hayes (10')

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**14. Board Member Time**

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**15. Future Board Meeting (time is approximate)**

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15.01 The next regular Board Meeting will be on February 13, 2019 at 9:00 a.m. The Public Hearing on the Budget will be held that evening at 6:00 p.m.

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**16. Adjournment**

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16.01 (7:20 p.m.) The Board Chair will now adjourn the meeting. Appropriate accommodations for individuals will be provided upon request. Eight business days notice prior to the event is required. Please call 301-475-5511, ext. 32177. Photographic and electronic audio and visual broadcasting and recording devices are used during regular Board of Education meetings. This is a public meeting and constitutes a public forum, thus, your attendance automatically grants St. Mary's County Public Schools permission to broadcast your audio and visual image. Broadcast schedule for the Board meeting is as follows: Thursday – 1 p.m.; Friday – 9 a.m., 7 p.m., Saturday and Sunday: 9 a.m., 5 p.m.; Monday – 8 a.m., 7 p.m. Board meetings can also be viewed online via YouTube.

Board of Education of St. Mary's County

Meeting of: Regular Session

Held: February 13, 2019  
Board of Education Meeting Room

**1. Open Meeting**

Procedural: 1.01 Call to Order

Mrs. Bailey called the meeting to order at 8:04 a.m.

Procedural 1.02 Roll Call

Present for the meeting were:

Ms. Karin M. Bailey, Chairman

Ms. Cathy Allen, Vice Chairman

Ms. Mary M. Washington, Member

Mr. James J. Davis, Member

Ms. Rita Weaver, Member

Ms. Laik Meadows, Student Member

**2. Executive Session**

Action: It was moved by Cathy Allen and seconded by Rita Weaver to enter into executive session to discuss Personnel Issues (Maryland Local Government Code Article, Section 9-512(a)(1)), and Administrative Function Items (Maryland General Provisions Code Article, Section 3-104).

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

**3. Reconvene Open Meeting**

Procedural: Mrs. Bailey reconvened the meeting at 9:08 a.m. followed by the Pledge of Allegiance.

**4. Approval of Agenda**

Action: It was moved by Cathy Allen and seconded by Rita Weaver to approve the agenda as presented.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

**5. Board Reports**

Information: Board Members each highlight one event during the meeting; other events are listed under the Library - General tab in Board Docs.

Ms. Bailey: Attended the Advisory Board to School Safety Subcabinet meeting. There was a presentation on critical incident and response training provided to Wicomico bus drivers. They also discussed transportation after hours planning - what happens after hours for sporting events. The next meeting will be the first Monday in March.

Ms. Allen: Judged the first Spelling Olympics at Leonardtown Elementary School for grades 3<sup>rd</sup> through 5<sup>th</sup>, along with Mrs. Washington.

Mr. Davis: Attended the Friends of the Library luncheon on February 2. He mentioned that the spring library book sale will be held on March 18th for members only and March 19th and 20th for the general public.

Ms. Washington: Attended the Chinese New Year annual event at Leonardtown High School.

Ms. Weaver: Attended the play "She Loves Me" at the Three Notch Theatre. She noted that some of our students and staff are involved in performances.

Laik Meadows: Attended the 7<sup>th</sup> Third Quarter SSLAC meeting. They are nearing the Annual Youth Summit. Topics of interest include mental health, school safety, and drug abuse.

## **6. Superintendent Report**

Report: Dr. J. Scott Smith, superintendent of schools, highlighted many events and accolades received from students and staff. A full report is listed in the Library - General tab in Board Docs.

## **7. Recognitions**

7.01 School Counseling Week: February 4-8, 2019 - Ms. Cheryl A. Long

## **8. Public Hearing**

None.

## **9. Public Comment**

Public Comment was provided by Dawn Murphy on behalf of bus drivers.

## **10. Consent Agenda**

10.01 Approval of Minutes of January 30, 2019

10.02 Personnel - Administrative & Supervisory (None)

10.03 Personnel - Teachers

10.04 2019-2020 Board of Education Meeting Schedule

10.05 Speech and Language Assistant

It was moved by Cathy Allen and seconded by Rita Weaver to approve the consent agenda as presented.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

## **11. Action Items**

11.01 Fiscal Policy Updates - 2nd Reading - Mr. Robert Springer and Ms. Brynn Cosner

It was moved by Cathy Allen and seconded by Mary M. Washington that the Board approve policies DA, DIE, DIEA, DLC, BIDA and DJC as presented.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

11.02 Department of Maintenance - Great Mills High School HVAC Unitary Controller Replacement - Mr. Steven Whidden

It was moved by Mary M. Washington and seconded by Rita Weaver that the Board approve the use of the Sourcewell Contract #031517-SIE to Siemens Industry, Inc. in the amount of \$61,135.39 for the replacement of 28 HVAC unitary controllers and one modular communication panel at Great Mills High School. The Board further authorizes a construction contingency of \$4,279.48.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

11.03 Heroin and Opioid Prevention Grant - Ms. Cheryl Long and Dr. Jeff Maher

It was moved by Mary M. Washington and seconded by Rita Weaver that the Board approve an acceptance of this grant and applicable budget in the amount of \$60,602 and submittal of this budget increase to the Commissioners of St. Mary's County for their approval.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

**11.04 2019-2020 School Year Calendar Recommendations - Second Reading - Dr. Jeff Maher**  
It was moved by Mary M. Washington and seconded by Rita Weaver that the Board approve the 2019-2020 St. Mary's County Public Schools and the Chesapeake Public Charter School calendars as presented.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

**11.05 Waiver Request for Post-Labor Day Start Date for the Chesapeake Public Charter School 2019-2020 School Calendar - Dr. Jeff Maher**

It was moved by Cathy Allen and seconded by Rita Weaver that the Board approve the request for a waiver from the Maryland State Board of Education for the Chesapeake Public Charter School to begin the school year prior to Labor Day, as aligned with their Charter.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

**11.06 High School Program of Studies - Proposed Revisions 2019-2020 - Ms. Lisa Bachner and Mr. Michael Watson**

It was moved by Mary M. Washington and seconded by Rita Weaver that the Board approve the High School Program of Studies revisions for 2019-2020 as presented.

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, James J. Davis, Mary M. Washington, Rita Weaver

## **12. Information Items**

**12.01 Capturing Kids' Hearts - Building Strong Relationships with Students - Mrs. Kim Summers and Mrs. Rachael Sichko**

**12.02 Fairlead Academy - Mr. BeeJay Dothard and Ms. Maggie Giles**

**12.03 FY 2019 January Financial Report - Ms. Tammy McCourt**

## **13. Board Member Time**

Information: Board Members will use this time to expand on the report they gave during their Board Report portion of the meeting, if they have additional information to share.

## **14. Future Board Meeting**

**15.01** There will be a Public Hearing tonight beginning at 6:00 p.m. A Board Work Session will be held on Wednesday, February 20, 2019 at 9:15 a.m. The next regular Board Meeting will be on February 27, 2019 at 6:00 p.m.

## **15. Adjournment**

Procedural: Ms. Bailey adjourned the regular meeting 11:35 a.m.

## **16. Public Hearing on the Budget (began at 6:00 p.m. and ended at 6:15 p.m.)**

### **January 30, 2019 – Executive Summary for Approved Board Minutes**

Action: It was moved by Cathy Allen and seconded by Rita Weaver to enter into executive session to discuss Personnel, Litigation, and Student Issues (Maryland Local Government Code Article, Section 9-512(a)(1), (2), and (10)), and Administrative Function Items (Maryland General Provisions Code Article, Section 3-104).

The result of the vote was: Unanimous

Yea: Karin M. Bailey, Cathy Allen, Mary M. Washington, Rita Weaver

An executive session began at 5:05 p.m.

Present for the meeting were:

.Ms. Karin M. Bailey, Chairman

.Ms. Cathy Allen, Vice Chairman

.Ms. Mary M. Washington, Member

.Ms. Rita Weaver, Member

Mr. James Davis, Member

.Dr. J. Scott Smith, Superintendent of Schools

.Dr. Maureen Montgomery (joined the meeting at 5:09 p.m.)

.Ms. Tammy McCourt, Assistant Superintendent of Fiscal Services and Human Resources

.Dr. Jeff Walker, Assistant Superintendent of Supporting Services

.Mr. Edmund W. Law, General Counsel

.Ms. Kathryn Mancini, Administrative Assistant to the Board of Education

The following topics were discussed:

Personnel Issues (Maryland Local Government Article, Section 9-512(a)(1))

New teacher hire; resignation.

Litigation Issues (Maryland Local Government Article, Section 9-512(a)(2))

Mr. Law discussed the recent January 18, 2019 motions hearing in the AG's MOSH action.

Student Issues (Maryland Local Government Article, Section 9-512(a)(10))

Dr. Smith discussed the handling/reporting of a disciplinary matter involving a Leonardtown High School student.

Administrative Function (Maryland General Provisions Article, Section 3-104))

Dr. Smith relayed the substance of recent conversations he had with individuals interested in the possible utilization of a Special Police Officer Force at SMCPS schools.

Dr. Walker explained the process for reporting student bus misbehavior.

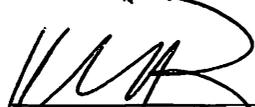
Dr. Smith described his recent meeting with a bus contractor and one of the contractor's drivers regarding the driver's request for a pay increase.

Staff was excused at 6:01 p.m.

Personnel Issues (Maryland Local Government Article, Section 9-512(a)(1))

Ms. Bailey advised the Board that Dr. Smith is seeking a new contract.

Ms. Bailey adjourned the Executive Session at 6:07 p.m.



Ms. Karin M. Bailey  
Chairman

  
J. Scott Smith, Ed.D.  
Secretary-Treasurer

Recorded by: Kathryn Mancini



**Karen B. Salmon, Ph.D.**  
State Superintendent of Schools

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**TO:** Members of the State Board of Education  
**FROM:** Karen B. Salmon, Ph.D.  
**DATE:** March 26, 2019  
**SUBJECT:** School Calendar Waiver Application – Addendum # 1

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**PURPOSE:**

The purpose of this agenda item is to request approval for Allegany County Public Schools to open for pupil attendance prior to Labor Day for the 2019-2020 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 was amended, allowing a county board to extend the length of a school year up to five (5) days beyond June without approval from the State Board. 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.

**EXECUTIVE SUMMARY:**

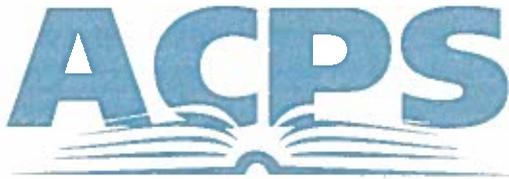
The Maryland State Department of Education received an application from Allegany County Public Schools to waive the post-Labor Day school start date. Allegany County Public Schools is requesting a waiver using the compelling justification of emergency school closing. In order to be eligible for a waiver, 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. Allegany County Public Schools were closed for inclement weather 11 days during the 2014-2015 school year and 16 days during the 2013-2014 school year. As a result, Allegany 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 Allegany County Public Schools conducted a public meeting on February 19, 2019. The minutes from the meeting are included in the attached waiver application.

**ACTION:**

It is requested that the Maryland State Board of Education approve the waiver application for Allegany County Public Schools to open schools for pupil attendance prior to Labor Day for the 2019-2020 school year.

Attachment: Waiver Application for Allegany County Public Schools



**ALLEGANY COUNTY PUBLIC SCHOOLS**

108 Washington Street • P.O. Box 1724 • Cumberland, MD 21501-1724  
Telephone (301) 759-2000 • www.acpsmd.org

*Members of the Board of Education*  
Robert S. Farrell, President  
David A. Bohn, DC, Vice President  
Wayne T. Foote  
Tammy M. Fraley  
Debra L. Frank

*Superintendent of Schools*  
David A. Cox, Ed.D.

March 11, 2019

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



Dear Dr. Salmon:

At the February 19, 2019 meeting of the Allegany County Board of Education, our Board voted unanimously to request a waiver from Governor Larry Hogan's Executive Order 01.01.2016.13, signed on October 11, 2016. In his second Executive Order, Governor Hogan specifically indicated that Maryland districts that "have closed 10 days per year during any 2 of the last 5 years because of natural disasters, or severe weather conditions" could submit a waiver request to the Maryland State Board of Education.

Allegany County Public Schools does, in fact, qualify under this provision. During the 2014-2015 school year, we missed 11 days, and in the 2013-2014 school year, we missed 16 days respectively due to inclement weather. These days reflect closures for the whole system. In addition, there have been several more days in which our Mountain Ridge High School feeder system has been closed due to more extreme weather conditions in our Frostburg/Western Allegany County region where the elevations are much higher than the rest of the county.

On behalf of the Allegany County Board of Education, I respectfully request that the State Board of Education grant Allegany County Public Schools a waiver to begin our school year before Labor Day for the 2019-2020 school year.

Respectfully,

David A. Cox, Ed. D.  
Superintendent of Schools

DAC/dmh

Enclosures:    \*Official minutes from February 19, 2019 Meeting of the Allegany County Board of Education  
                  \*Waiver Application for Post-Labor Day School Start Date and/or Late School End Date  
                  \*Allegany County Public Schools 2019-2020 School Calendar (Condensed, One-Page Format)  
                  \*Allegany County Public Schools 2019-2020 School Calendar (Monthly Format)



Maryland State Board of Education  
Attention: Charlene Necessary  
200 West Baltimore Street  
Baltimore, Maryland 21201

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

**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 school end date beyond five (5) days after June 15.
- 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 Low-Performing Schools**  
Low-performing schools, or Maryland's Priority Schools, are the 5% of all Title I schools that are the lowest achieving on state assessments; and/or have graduation rates below 67%; or receive Title I school improvement funds under Section 1003g. A list of qualifying schools can be found on the following webpage:  
<http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf>

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

- Adoption of an Innovative School Schedule for At-Risk Public Schools**  
At-risk public schools, or Maryland's Focus Schools, are those in the top 10% of Title I schools that have the largest within-school gaps between the highest-achieving subgroup and the lowest-achieving subgroup; and Title I high schools with less than 60% graduation rates over a number of years. A list of qualifying schools can be found on the following webpage:  
<http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf>

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



**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 checked="" type="checkbox"/> Allegany County | <input 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          | <input type="checkbox"/> The SEED School |

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 19, 2019	6 PM	Allegany High School



**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.

*T. DeLox*

Signature of Superintendent or  
Chief Executive Officer

3/11/19

Date

*Robert D. ...*

Signature of School Board President

3/11/19

Date

~UNAPPROVED~

**Meeting of the Allegany County Board of Education (Tuesday, February 19, 2019)**

Generated by Dixie Heavener on Wednesday, February 27, 2019.

**Members present**

Mr. Robert Farrell, President; Dr. David Bohn, Vice President; Mr. Wayne Foote, Ms. Deb Frank, Mrs. Tammy Fraley, Members; Dr. David Cox, Secretary-Treasurer/Superintendent; Mr. Mike Llewellyn, Board Attorney; and Ms. Eesha Bokil, Student Member of the Board.

**Meeting called to order at 6:00 p.m.**

**1. Opening Ceremonies**

Procedural: A. Call to Order

Procedural: B. Pledge of Allegiance

Information: C. Read Closed Session Summary for Executive Session held January 29, 2019.

Dr. David Cox, Superintendent of Schools, read the closed session summary report for the Executive Session held on January 29, 2019. The Allegany County Board of Education met in Executive Session on January 29, 2019, at Fort Hill High School beginning at 5:11 PM. The Board unanimously approved the minutes of January 18, 2019, Executive Session. Present for the meeting were Dr. David Bohn, Robert Farrell, Wayne Foote, Tammy Fraley, Debra Frank, Board Members; Dr. David A. Cox, Superintendent; and Mike Llewellyn, Board Attorney. Senior staff members, Jeff Blank, Kim Kalbaugh, Nil Grove, and Larry McKenzie, attended for the administrative function portion of the meeting. Attorney Mike Llewellyn advised the board on matters concerning board and attorney relations. Board members asked clarifying questions concerning the appropriate rules of engagement concerning board and attorney relationship structures; and Mr. Llewellyn provided responses and advice. Mr. Llewellyn provided advice to the board on several issues and appropriate communication with each other, and reported on the status of an Open Meetings Act Complaint. The Board unanimously approved authority for Jeff Blank to assemble a negotiations team for the purpose of collective bargaining. Mr. Blank advised the Board on two specific personnel matters that are ongoing. During administrative function, senior staff reported their work, including the development of the Superintendent's Budget. The meeting adjourned at 6:05 p.m. This meeting was held in accordance of Section 3-305 of the General Provision Article of the Annotated Code of Maryland.

**2. Consent Agenda**

Action (Consent): A. Consent Agenda

Resolution: Motion to approve consent agenda.

Motion to approve consent agenda.

Motion by Wayne Foote, second by Tammy Fraley.

Final Resolution: Motion Passes

Aye: Tammy Fraley, Wayne Foote, Robert Farrell, David Bohn, Deb Frank

**3. Superintendent's Report**

Recognition: A. Present Proclamation Recognizing February as Black History Month

On behalf of the Board, Mrs. Fraley presented a proclamation recognizing February as Black History Month to Mrs. Carmen Jackson, President, Allegany County Branch 7007 of the National Association for the Advancement of Colored People (NAACP).

Recognition: B. Recognition of the Winner of the 2019 Diversity Awareness Essay Contest Sponsored by Allegany County Branch 7007, NAACP

Ms. Ashlyn Cooper was announced as the 2019 Diversity Awareness Essay Contest Winner, which is sponsored by the Allegany County Branch 7007 of the NAACP. This year's essay theme was community healing. Ms. Cooper is a tenth grader at Mountain Ridge High School. Ms. Cooper read her winning essay aloud. On behalf of the Board, Mr. Foote presented Ms. Cooper with a certificate of recognition.

On behalf of the Board, Mr. Farrell presented Ms. Cyrrah Fisher, an eleventh grader at Allegany High School, with a certificate of recognition for leading the efforts in forming the first NAACP Club at her school in the fall of 2018 with the goal of ending racism through education.

Recognition: C. Present Proclamation Recognizing February as Career and Technology Education Month.

On behalf of the Board, Dr. Bohn presented a proclamation recognizing February as Career and Technology Education Month to Mrs. Candy Canan, Principal at the Center for Career and Technical Education.

Information: D. Report from the MABE New Board Member Orientation

Ms. Frank shared information she received while attending the Maryland Association of Boards of Education (MABE) New Board Member Orientation on December 6-7, 2018. Ms. Frank wanted to share valuable insight into areas of importance to include the different roles and responsibilities of board members versus superintendents; governance versus management; and critical components that define effective board members.

**4. Instructional Affairs**

#### Information: A. Agricultural Education and ROTC Programs and Student Survey Information

Mrs. Canan began by sharing the history of the Agricultural Science CTE Program. She noted that it was established at Flintstone High School, then transitioned to Fort Hill High School in 2000 before a district-wide program was established at the Center for Career and Technical Education in 2012. Mrs. Canan provided statistical information on the declining enrollment in the program dating back to 2008. She stated that a collaborative effort with members of the Ag community began when enrollment and completion were at an all-time low in the 2013-2014 school year. Meetings were held with the Ag community, whom requested the school system hire a full-time teacher for the program. At the time, only three students were slated to complete the program. Allegany County Public Schools (ACPS) could not justify the cost of hiring a full-time staff member with the low enrollment numbers, and requested assistance with recruitment and ideas for growing the program from the Ag community. Mrs. Canan further explained that the part-time instructor was granted full days throughout the recruitment season to attend ninth and tenth grade visitations, open house events, and back-to-school nights. The part-time instructor was provided with additional time to attend home high schools and set up lunchtime displays. In addition, Mrs. Canan noted that the three Ag students were also provided the opportunity to attend recruitment days with guidance counselors to promote the program.

Mrs. Canan shared statistics from a number of surveys that were conducted over the years to determine student interest in program offerings. In 2014, a survey was conducted to evaluate student interest in all CTE programs. In 2018, a district-wide student engagement survey was conducted involving students in grades 6-12. In 2012, a survey was conducted involving students in grades 8-10 specifically to evaluate student interest in Agricultural Education and Junior Reserve Officer Training Corps (JROTC). Mrs. Canan noted that the survey from 2014 indicated students attending the comprehensive high schools (Allegany, Fort Hill, and Mountain Ridge High Schools) chose Academy of Health, Culinary, and Law Enforcement as the top three programs with the AG program ranking tenth. The survey results indicated students wanted to see expanded programs in the medical field, education, and the arts. In response, the ACPS Biomedical Program was expanded by adding pharmacy technician certification, adding certified clinical medical assistant certification, and adding a second section and teacher to the Academy of Health Professions when the student enrollment warranted the need. In addition, the pilot program for the Teacher Academy of Maryland was implemented to address the desire to see an expanded program in education. For an expansion in the arts program, two Adobe Creative Suites Industry Certifications were added and the graphic communications program was expanded to include two areas of program certifications being offered (graphic design and screen print).

Mrs. Canan then discussed the student engagement survey that was administered district-wide to middle and high school students grades 6-12 in the fall of 2018. She stated that in response to survey question #35, "if offered, I would be/would have been interested in completing a program/sequence of courses in Agriculture Education," students responded as follows:

#### High School

- 4.8% of students would definitely be interested
- 17.07% of students may be interested
- 78.13% of students had no interest or no position

#### Middle School

- 5.53% of students would definitely be interested
- 20.59% of students may be interested
- 73.87% of students had no interest or no position

Mrs. Canan explained that the Ag Science survey was administered district-wide to students in grades 8, 9, and 10. She stated that the results were compiled as "feeder school groups." Students were asked to choose one of the following relating to Ag Science: 1.) I AM interested in taking courses in Ag Science. 2.) I AM NOT interested in taking courses in Ag Science. Mrs. Canan noted that statistics gathered includes the high school grades 9 and 10, as well as those middle school 8th grade results which feed into them. She shared the totals by high school of students that expressed an interest in Ag Science, as follows: Allegany (54 students); Fort Hill (52 students); and Mountain Ridge (81 students). From the percentage perspective, the survey results demonstrated 88% of students were not interested in Ag Science with only 12% interested.

Mrs. Canan explained that if students taking the survey indicated an interest in Ag Science, an additional question was required to determine if student interested was in AG electives or an AG program. She explained that AG electives are elective courses that would allow a student to take a course without committing to a program for completion. These courses would count only as elective credit and could not count as CTE Program Completion. An AG program would be courses taken in sequence with the expectation of completing all courses. These courses would count toward credits completed under the CTE Pathway Option for the purpose of graduation (completer program). Mrs. Canan provided an analysis of the results, which indicated 90% of students surveyed were not at all interested in an AG elective option and 93% of students surveyed were not at all interested in an AG program option.

Dr. Kim Kalbaugh, Chief Academic Officer, provided information on the exploration of a potential JROTC program. Dr. Kalbaugh explained that student interest in a JROTC program was also researched during the student engagement survey that was administered district-wide to middle and high school students grades 6-12 in the fall of 2018. She stated that in response to survey question #36, "if offered, I would be/would have been interested in taking the ROTC (military branch) program," students responded as follows:

#### High School

- 8.1% of students would definitely be interested
- 16.67% of students may be interested
- 75.33% of students had no interest or no position

#### Middle School

- 95.2% of students would definitely be interested
- 16.41% of students may be interested
- 74.07% of students had no interest or no position

Dr. Kalbaugh explained that a separate JROTC survey was administered district-wide to students in grades 8, 9, and 10. She stated that the results compiled as "feeder school groups." The survey began by explaining that the United States Army Junior Reserve Officer Training Corps (JROTC) is a program offered to high school students that teaches students character education, student achievement, wellness, leadership, and diversity. It is a cooperative effort between the U.S. Army and the high schools. Students were then asked to choose one of the following statements relating to JROTC: 1.) This sounds like a program I am definitely interested in. Please contact me with more information. 2.) This program may be of interest to me. Please contact me with more information. 3.) This program is not of interest to me. Dr. Kalbaugh shared the totals by high school of students that expressed a definite interest in the program as follows: Allegany (17 students); Fort Hill (20 students); and Mountain Ridge (53 students).

In conclusion, Dr. Kalbaugh explained that Agricultural Education has remained an area of consideration and student surveys will continue to be utilized as a mechanism to gauge the level of interest in academic courses and programs. She stated that ACPS is very responsive to the interest of students and student enrollment demands. Dr. Kalbaugh noted that AG and JROTC have been diligently discussed and reviewed at Curriculum Committee meetings. The low student interest in both programs did not warrant the need for inclusion in the 2019-2020 High School Program of Study. Dr. Kalbaugh explained that options could potentially exist with the implementation of Apprenticeship Maryland to provide opportunities for AG-related apprenticeships.

#### Information: B. School Safety and Security Update

Mr. Matt Marlowe, Interim Coordinator of Student Support Services, began by explaining that the Maryland Center for School Safety was reorganized by the Safe to Learn Act of 2018 and is an independent unit within the State Department of Education. He also noted that the Maryland Center for School Safety is governed by the School Safety Cabinet consisting of the State Superintendent; Secretary of State Police; Attorney General; representatives from the Public School Superintendents' Association of Maryland (PSSAM), Maryland Association of Boards of Education (MABE), and the Governor's Office; and a school psychologist. Mr. Marlowe explained that the Maryland Center for School Safety is responsible for collaborating with local school systems to provide a comprehensive, coordinated approach to school safety; to provide information on best practices and resources; to provide technical assistance and training (i.e. train school resource officers); to administer Safe Schools Fund Grants; and to collect and analyze school safety data.

Mr. Marlowe noted a requirement of the Maryland Safe to Learn Act of 2018 (SB1265) is for each local school system to appoint a school safety coordinator and a mental health services coordinator. Mr. Marlowe explained that a designated school safety coordinator shall be certified by the Maryland Center for School Safety (MCSS) and serve as a liaison between the local school system, the local law enforcement agency and the MCSS. Mr. Marlowe further explained that a mental health services coordinator shall coordinate existing mental health services within the local school system; work in collaboration with the local health department, the local department of social services, and other local entities to provide mental health services in order to ensure that a student who is referred for mental health services obtains the necessary services; maximize external funding for mental health and wraparound services; and develop plans for delivering behavioral health and wraparound services to students who exhibit behaviors of concern.

Mr. Marlowe demonstrated the shift in responsibilities that occurred within ACPS at the beginning of this school year was based upon the resignation of one individual that managed both student services and health/physical education and a requirement outlined in SB1265. Mr. Marlowe explained that those duties were divided and are now handled by four different individuals to include a supervisor of special education and student services; a lead pupil personnel worker; a coordinator of student support services; and a supervisor of health/physical education.

Mr. Marlowe addressed another requirement of SB1265 beginning with the 2019-2020 school year and each school year thereafter, that states before the beginning of the school year, each local school system shall, in accordance with the plan develop under subsection (d)(2) file a report identifying the public schools in the local school system's jurisdiction that have a school resource officer assigned to the school and if a public school in the local school system's jurisdiction is not assigned a school resource officer, the adequate local law enforcement coverage will be provided to the public school. As defined by law, a school resource officer is a law enforcement officer as defined under 3-101(e) of the public safety article who has been assigned to a school in accordance with a memorandum of understanding (MOU) between the chief of a law enforcement agency as defined under 3-101(b) of the public safety article and the local education agency. As defined in regulations adopted by the subcabinet, a school security employee means an individual who is not a school resource officer and is employed by a local school system to provide safety and security-related services at a public school.

Mr. Marlowe provided an estimated coverage for ACPS based upon the Fiscal and Policy Note for SB1265 noting that there should be 11 student resource officers (SROs) for the four high schools and 18 elementary/middle schools in the district. This is assuming one SRO per high school and one SRO per 2 elementary/middle schools. However, there is no evidence-based number of SROs per school and there are a number of variables to consider at a local level when determining coverage. The National Association of School Resource Officers (NASRO) recommends 1 SRO per 1,000 students. The MCSS recommended to use the NASRO number as a guide and to use local law enforcement to augment SRO coverage.

Mr. Marlowe stated that in order to determine adequate local law enforcement coverage, several meetings were held with the heads of all local law enforcement agencies. It was decided to draft memorandums of understanding and increase the number of patrols in area of schools. Mr. Marlowe noted current ACPS coverage as two security officers employed by the school system that are not SROs as defined by law; two SROs through the Cumberland Police Department; two SROs and one School Police Officer through the Allegany County Sheriff's Office; and one SRO through the Frostburg Police Department. He demonstrated the breakdown using the 1:1,000 ratio as Cumberland Police 3.8 officers; Allegany County Sheriff 3.2 officers; and Frostburg Police 1.5 officers.

Mr. Marlowe then addressed the Special Police Commission professional license that is obtained through the Maryland State Police Licensing Division and is held by two current ACPS staff members. He explained that authorized entities to utilize special police include municipal, county, and other government bodies; entities from another State; college, university, public school systems; and legal businesses. Mr. Marlowe also outlined special police powers which include arresting individuals who trespass or commit offenses on the entity's property, as well as direct traffic on public roads adjacent to the entity's property if pre-

approved. He also noted that special police powers are subject to MOUs with local law enforcement agencies, and that the two special police officers currently employed by ACPS can only detain individuals that violate a crime on ACPS property. The officers cannot transport any individual or store evidence; and therefore, must wait for a local law enforcement officer to charge, transport, etc. Mr. Marlowe explained that currently the only state requirement to obtain a special police commission professional license is to be 18 years of age or older; however, new state requirements are forthcoming to add 80 hours of initial training and 2+ hours of annual training. Mr. Marlowe shared that the current ACPS Policy (File: ECAC) requires Maryland Police Academy Certification; prior law enforcement experience; safety/security program experience; eligible for handgun permit through Maryland Police Firearms Training Course; good physical condition; and valid driver's license. Mr. Marlowe noted the special police legal liability to both the individual(s) in the position and the entity that employs the individual(s). He also cited uniform requirements for special police officers. Mr. Marlowe then provided a comparison for training required of special police officers (state-wide and specific to ACPS) versus school resource officers, noting that training required of special police officers is less than the required 18 hours for student resource officers. Mr. Marlowe shared an annual cost comparison of safety officers versus school resource officers. Currently, the annual cost for the two safety officers employed by ACPS is approximately \$82,000 compared to the group of 6/7 school resource officers costing a total of approximately \$141,780 annually. The cost savings realized by utilizing school resource officers is a result of sharing the expense (approximately 50/50) with the local law enforcement agency of which the officer is employed. Mr. Marlowe cited the advantages of employing SROs to include meeting state requirements; more current training; more police powers; lower cost; and decreased liability. In conclusion, Mr. Marlowe briefly discussed the four other districts in the state that utilize special police officers, which included St. Mary's County; Prince George's County; Garrett County; and Harford County Public Schools.

Mr. Farrell inquired if Mr. Marlowe had reviewed the report that a committee on which he served completed regarding school safety in the county in response to the Sandy Hook shooting in 2012. Mr. Marlowe stated he did review the report and noted that having SRO coverage in each school in the district is a goal. Mr. Marlowe stated that local law enforcement cannot meet that staff requirement at this time. Mr. Farrell indicated he and Dr. Bohn met with the local Sheriff recently regarding this matter and the willingness to assist the school system is evident; however, noted the required two years for an officer to become qualified and trained properly is a hindrance. Mr. Farrell expressed the urgency in finding a resolution. Mr. Marlowe stated that the Department of Justice and law enforcement administrators throughout the state do not recommend a work around. Mr. Farrell cited that the school system lost one school resource officer due to the local law enforcement agency requiring the manpower, and also noted that the number of special police officers employed by ACPS has also decreased in year's past from three officers to two. In response, Mr. Marlowe believes this could be addressed by additional funding. He stated that there are trained officers qualified to be SROs currently employed by Cumberland Police but additional funding is required by the school system. Mr. Farrell stated he is not willing to sit by and wait while someone gets hurt. Mrs. Fraley stated that no one on the Board wants to see anyone hurt and stressed the importance of insuring that the schools are safe and secure by staffing personnel that is qualified and meet the state standards and requirements. Mrs. Fraley noted that even if security officers were placed in the schools as a temporary solution, in order to meet state requirements, the school system would need to continue to work on placing a school resource officer in each school. Mr. Marlowe stressed the importance of addressing the mental health aspect of the problem as a preventive measure. Mr. Farrell believes that the criteria set by the school system in hiring retired law enforcement officers, in addition to SROs, is capable of addressing the immediate need for more staff. Ms. Frank expressed her concern over hiring retired law enforcement officers because of the specialized training required in a school setting with young children. Ms. Frank inquired about equipment and uniform costs that would be required by school safety officers. Mr. Marlowe stated that a low estimate would be approximately \$1,000 per officer that would be the responsibility of the school system. Dr. Cox urged the importance of the mental health aspect and shared startling statistics from a national survey that cited, "in 2018, 16% of high school students have seriously contemplated suicide as opposed to 2% in the year 2000." Dr. Cox stated that he plans to request not only additional SROs in the proposed operating budget, but additional mental health support services for the students as well.

Motion to direct the superintendent, along with counsel, to sit down and come up with policy for a full-time position for the Supervisor and Coordinator of School Safety and Security and present that policy to the Board at the March 12, 2019, meeting for consideration on how the Board is going to move forward on this.

Ms. Frank voiced her opposition to the motion to create a policy to create a position, and noted that Mr. Marlowe is currently serving in that capacity and the position already exists. Dr. Bohn stated that, "he is an interim and is welcome to apply." Ms. Frank reiterated that according to state law, the Board does not create positions and that it is the purview of the superintendent. Mr. Llewellyn stated that the Board can establish policy in accordance with Maryland State Law and Maryland State Board of Education Policy. He noted that the superintendent is the chief executive officer with the responsibility of running the day-to-day operations of the school system based upon state law, State Board of Education policy, and local board of education policy. Mr. Llewellyn said that the problem with the Foose case decision is based off of Howard County Board of Education Policy. Ms. Frank stated that she relies on the State Board opinion, and believes the motion is offensive to Mr. Marlowe who is doing the job and is fully capable. Mr. Llewellyn stated that the board can use its policy making power to create programs of study and also positions. Mrs. Fraley stated that when a case is decided by the State Board, those conclusions apply across the state. She noted that if this vote passes, notice will be sent to the State Ethics Panel and the State Board of Education for a null vote to not allow this to occur. Ms. Frank asked Mr. Farrell, "What you meant by the comment you asked Mr. Llewellyn to relay to Dr. Cox, which was if you let Bob (Mr. Farrell) have the security position, which is what Dr. Bohn just recommended, he'll back off of you for your last two year." Mr. Llewellyn advised Ms. Frank to not discuss personnel actions at a public meeting. Ms. Frank stated that when Mr. Farrell and Mr. Llewellyn both got copies of that information to both comment, neither chose to respond. Ms. Frank questioned how this Board is to function when that type of ethical violation or a concern about laws is occurring. Ms. Frank specified that Mr. Llewellyn did provide comment on other areas of that document, but not that specific concern, which confirms receipt of the correspondence. Mr. Farrell stated that he consulted with Mr. Llewellyn and decided to not respond to that six page document in writing. Mr. Farrell stated that although they have not had a chance to meet in a session regarding the matter, there were several items in that document of which he disagrees.

Mrs. Fraley reiterated that the active lawsuit against the Board of Education involving Dr. Cox and Mr. Farrell specifically includes a section on the safety and security position that Mr. Farrell held while employed with the school system and whether that position was necessary. Mrs. Fraley also reiterated that based upon the decision of the Board's Ethics Panel, Mr. Farrell should not be discussing nor deciding anything regarding that position at this time.

Motion by David Bohn, second by Wayne Foote  
Final Resolution: Motion passed  
Aye: David Bohn, Robert Farrell, Wayne Foote  
Abstain: Tammy Fraley, Deb Frank

#### Information: C. Elementary After-School Program Update

Mr. John Logsdon, Supervisor of Federal Programs, provided an update on the elementary after-school program. He announced that the program is on its fourteenth year and had previously received funding through the 21st Century Grant. Mr. Logsdon stated that this grant required a match of local funding and that Title I funding was also used to offset expenses. Mr. Logsdon announced that last year, the grant submitted by ACPS met the standard for approval but was not funded. He explained that the 21st Century Grant Program did not receive the expected allotment and a few larger programs were not funded. ACPS had a back-up plan in place to include in the budget two schools that demonstrated the greatest need for an after-school program to receive full local funding. The Monday-Thursday program began the second week in January and will run until the last day in April at John Humbird and South Penn Elementary Schools. Mr. Logsdon announced that there are currently 65 students participating in the program at John Humbird, and 60 students participating at South Penn. There is one STEM teacher and 12 staff members assisting with the program. Mr. Logsdon expressed appreciation to the many local organizations (Allegany County Extension Agency, Frostburg State University, Rocky Gap State Park, Cumberland Parks and Recreation Department, HRDC, 4H) that support the program and offer activities to include nutrition activities/lessons, food tasting, exercise/fitness, financial literacy program, robotics program, field trips to planetarium and pre-historic museum, water investigations by platoons, and the Scales N' Tails program. Mr. Logsdon reported that every evening, each student receives a hot meal provided by HRDC. Mr. Logsdon stated that the program will be reintroduced into the budget for next year in hopes of funding all four schools locally with supplemental Title I Funding.

#### 5. Finance and Technology

##### Information: A. Draft State Aid - Fiscal 2020 Revenue Update

Mr. Lawrence McKenzie, Chief Financial Officer, explained that State Aid is broken down into the following segments: foundations programs, transportation grants, compensatory education, limited English proficiency, special education, guaranteed tax base, supplemental grants, and net taxable income adjustment. He then explained how "wealth" impacts aid by gauging a county's ability to fund school activities based upon its own resources. The formula is intended to be a wealth equalizer between state and local resources for education. Mr. McKenzie noted that school district wealth is formula driven and takes into account the following measures: 50% of the personal property base; 100% of the net taxable income base; and 40% of the real property base. Allegany County currently ranks 21st in terms of per pupil wealth, so the majority of its educational aid comes from state sources. Mr. McKenzie explained that district wealth impacts all aid categories except transportation. He also explained that district wealth is computed on a per pupil basis and compared to the state average, so enrollment has a direct impact on state aid. Mr. McKenzie provided the following overview:

- Allegany had a K-12 enrollment decline of 118 students or a reduction of 1.44%. Total enrollment was 8,048.25.
- The number of students who qualify for free and reduced meals dropped by 2.84% or 127 students to 4,346 or 54% of K-12 enrollment.
- The number of special education students increased by seven students to 1,420 or 0.50%. Special education is now 17.64% of K-12 enrollment.
- The state's overall enrollment increased by 2,265.50 or 0.26% from 860,805.75.

Mr. McKenzie explained that Maintenance of Effort (MOE) is considered the legal minimum that local governments are obligated to appropriate to their school systems. In Fiscal Year 2019, county government flat-funded ACPS at \$30,424,308, which was about \$62,000 more than MOE. Mr. McKenzie stated that MOE is determined by taking the prior year's local appropriation divided by the number of K-12 students within the district and multiplying the sum by the current year's enrollment. He noted that local governments are required by law to increase MOE if they have failed to meet a 5-year moving average education effort index. Mr. McKenzie stated that this will require the county to increase the per pupil MOE by 2.5% for Fiscal Year 2020.

Mr. McKenzie expressed concern over healthcare costs for Fiscal Year 2020, due to the fact that claims in Fiscal Year 2019 have increased significantly over the prior year. Negotiations are still pending with all bargaining units. He explained that restricted revenues for certain programs may be reduced, and there may be a shift in the rank and make-up of some Title I Schools that could have staffing implications within their schools. Mr. McKenzie stated that from a legislative standpoint, PSSAM and MABE are monitoring several bills that could potentially impact school system finances. He believes some recommendations of the Kirwin Commission may be acted upon in the current session.

##### Information: B. Monthly Financial Report

Mr. McKenzie provided the monthly financial report for January 2019. He announced that legal fees were higher this month; substitute teacher expenses continue to trend well; equipment costs are consistent with this time last year; tuition for non-public placements are trending well; transportation costs are almost even with this time last year; utility costs are back in line; retirement costs show an inflated variance, which will decrease once an appropriation is made to restricted programs; and healthcare costs are higher as a result of two very large claims.

#### 6. Unfinished Business

Action: A. Send to Policy Committee the need to review/update/revise the Educational Equity Policy (File: IMAA)

Motion to send to Policy Committee the need to review/update/revise the Educational Equity Policy (File: IMAA).

Motion by Tammy Fraley, second by Deb Frank.

Final Resolution: Motion Passes

Aye: Tammy Fraley, Wayne Foote, Robert Farrell, David Bohn, Deb Frank

## 7. Hearing of Constituents

### Information: A. Public Comment

Mr. Cory Armstrong, Professor at West Virginia University-Potomac State College, gave a brief presentation on the Agriculture and Extension Program available at the college. He offered support to ACPS should the decision be made to reintroduce an AG program or AG electives.

Mr. T.R. Robinette, President of Allegany County Farm Bureau, spoke in support of reinstating an AG program in ACPS and the importance of the Future Farmers of America (FFA) Organization. Mr. Robinette inquired about the student survey that was conducted to assess interest in an AG program, and if the question was stated to determine interest based upon home school location or the Center for Career and Technical Education. (Mrs. Canan replied that it was just a general statement and did not identify program location.) Mr. Robinette explained that in order to be an active member of FFA, a student must be enrolled in a secondary AG education program. He provided statistical information in support of his request, noting that there are 8,630 chapters of FFA across the country with 669,989 members. He noted that in Maryland alone there are 47 chapters with approximately 3,000 members. He expressed his desire to reinstate FFA in Allegany County as well. Mr. Robinette stated that there are 290 farms registered in Allegany County, and noted an increase in truck farming and farmers markets throughout the region. Mr. Robinette pointed out that there are 36,000 farming acres in Allegany County for sustainable agriculture. Furthermore, he stated in Maryland, there are currently 22,000 AG-related jobs with agriculture being the number one industry.

Mrs. Jennifer Northcraft, lifelong resident of Allegany County and parent of a student attending Fort Hill High School, spoke in support of reinstating an AG program in ACPS. She spoke about the opportunities that her son is missing out on due to the lack of the program. Mrs. Northcraft pleaded with the new board to use common sense, not just dollars and cents when analyzing the value of the program. Mrs. Northcraft noted that this program is as beneficial to the students as any other program and/or activities sponsored by the school system.

Mr. Ben Northcraft, Fort Hill High School Tenth Grader, spoke in support of reinstating an AG program in ACPS. He stated that his family runs a farm in Allegany County, and that both his mom and dad were members of FFA. Mr. Northcraft expressed his desire to follow in his parents' footsteps and proudly wear the blue and gold FFA jacket that symbolizes so much to his family. Mr. Northcraft is a 4-H member but stated it does not provide the same in-depth educational benefits a school-based AG program would provide. He stated he is one of many students that would love the opportunity to participate in an AG program, participate in the AG Expo each year, and aspires to be full-time farmer in the future.

Mrs. Betsey Hurwitz-Schwab expressed her concerns over the direction of the new school board, and specifically directed her comments to Dr. Bohn, Mr. Farrell, and Mr. Foote. She indicated that several actions taken by them is moving the progress of the school system in the wrong direction. She noted that schools are not only to educate students, but also to serve in driving economic development. Mrs. Hurwitz-Schwab stated that communities must have great schools in order to grow and prosper. She also addressed the three regarding her concerns about a leaked plan to fill the superintendent's position with someone locally. Mrs. Hurwitz-Schwab stated her dissatisfaction with Mr. Farrell commenting and voting on items directly related to the active lawsuit he has against the Board of Education. In closing, she urged the board members to work for the best interest of the students and not to wage personal vendettas.

Ms. Rachel Reeves specifically addressed Mr. Farrell and his responsibilities as board president to disseminate clear, concise, and accurate information to constituents that is evidence-based, expert-recommended, and fiscally responsible. She stated that Mr. Farrell needs to maintain accountability and ethical integrity above personal biases and grievances. Ms. Reeves specifically called into question comments made by Mr. Farrell regarding allegations against Mr. Foote, saying that it was irresponsible for him to call these allegations suspect and overblown. She also asked that he recuse himself from discussing and/or voting on anything related to the Supervisor of Security position as it directly relates to his active lawsuit against Dr. Cox and the Allegany County Board of Education.

Mrs. Kari Hendershot, parent of Parkside Elementary School students, announced that several parents and community members have formed a group, Parkside Pride, in support of small community schools. Information can be found at <https://parksidepride.wordpress.com/>.

Mr. David Sanford expressed his concern over the recent bad press and negative headlines since new members took office. He stated that he is a lifelong resident of Frostburg and a graduate of ACPS. Mr. Sanford feels that the positive things happening in the school system are being overwhelmed by the negativity, with no one benefiting, least of all the students. He also requested that the vote to remove former school board attorney, G. Gary Hanna, be done in public as required by law. In closing, Mr. Sanford noted Ms. Frank's presentation from the MABE New Board Member Orientation was very informative, and he wished that all the new members had taken the opportunity to attend.

Mr. Carl Robinette, Chairman of the Board of the Allegany County Soil Conservation District and President of the Board of Directors of Southern States Cooperative, spoke in support of agricultural education. Mr. Robinette shared his successes and achievements, correlating those to his agricultural education and career path. He expressed the importance of today's students possessing agricultural literacy. Mr. Robinette believes more student outreach needs to occur in order to properly demonstrate the multifaceted career opportunities stemming from agricultural education.

Mr. Jesse Walls, 2018 graduate of Hancock High School and 2018-2019 Maryland State FFA Sentinel, spoke in support of agricultural education and his experience as a whole. Mr. Walls expressed the benefits and trade skills students reap from taking an agriculture course. Because of agricultural education, Mr. Walls was able to spend two weeks studying abroad in South Africa learning about the country's agriculture, an opportunity he otherwise would not be afforded.

Mr. Billy Bishop, Garrett County resident, spoke in support of FFA. He was proud to announce that Garrett County has two successful FFA programs in both of their high schools. He considers Garrett County to be very similar to Allegany County. Mr. Bishop believes FFA teaches life skills such as leadership, organization skills, and how to create and implement a business plan.

Information: B. Board & Superintendent Responses to Constituent(s) Input

Mrs. Fraley thanked those in the audience and those who spoke, commending Mr. Northcraft for his speech in support of agricultural education and FFA. Mrs. Fraley requested Mr. Robinette submit information to the Board on the requirements necessary to have FFA in Allegany County. A member in the audience requested that the Board recognize September 19, 2019, as National Teach Ag Day as a kickoff in support and to introduce kids to agriculture with instruction in every classroom in the district on that day.

Mr. Foote also thanked those in attendance and indicated that he is happy to be moving board meetings to various school locations.

8. New Business

Action: A. Consider Approval of the 2019-2020 Academic School Calendar

Dr. Kalbaugh began by discussing current proposed changes to the 2018-2019 Academic School Calendar. She announced that as of February 19, 2019, the school system has had eight inclement weather-related closures. As it currently stands, that would make the last day for students June 17, 2019, and the last day for teachers would be June 18, 2019. Dr. Kalbaugh respectfully requested approval to reclaim Monday, March 4, 2019, with a three-hour delayed opening, and Monday, April 22, 2019, with a three-hour delayed opening (based upon permission from the Maryland State Department of Education), and to extend the third marking period from Monday, April 1, 2019, to Friday, April 5, 2019.

Next, Dr. Kalbaugh respectfully requested the approval of the 2019-2020 Academic School Calendar with a pre-Labor Day start and permission to seek the necessary waiver from the Maryland State Department of Education for approval as such.

Motion to accept the 2018-2019 Academic School Calendar changes to reclaim Monday, March 4, 2019, with a three-hour delayed opening, and Monday, April 22, 2019, with a three-hour delayed opening and extend the marking period by five days to April 5, 2019, as well as to approve the 2019-2020 Academic School Calendar as presented. Motion to request a waiver for the end of the school year from the Maryland Department of Education, if necessary.

Motion by Tammy Fraley, second by Deb Frank.

Final Resolution: Motion Passes

Aye: Tammy Fraley, Wayne Foote, Robert Farrell, David Bohn, Deb Frank

Action: B. Consider Approval of Resolution in Support of ACEA and the March 2019 "March for Our Schools" Event

On behalf of the Board, Ms. Frank presented Mrs. Kim Sloane, Allegany County Education Council (ACEA) President, with a resolution of support of ACEA and the "March for Our Schools" Event in Annapolis on Monday, March 11, 2019.

Action: C. Vote to meet in Executive Session March 12, 2019 (as necessary).

Motion to meet in a Special Budget Work Session on March 1, 2019, and in Executive Session on March 12, 2019 (as necessary).

Motion by Wayne Foote, second by David Bohn.

Final Resolution: Motion Passes

Aye: Tammy Fraley, Wayne Foote, Robert Farrell, David Bohn, Deb Frank

9. Reports of Special or Advisory Committees

Information: A. Student Member of the Board Report

Ms. Eesha Bokil, Student Member of the Board, announced that the Allegany County Association of Student Councils (ACASC) held a general assembly where they piloted a mental health workshop that the executive board will represent at the Western Maryland Leadership Summit. In addition, she stated that during the general assembly, the group discussed parliamentary procedure and upcoming events being held by ACASC and the Maryland Association of Student Councils. Ms. Bokil stated that the executive board met to discuss specific events for the summit, upcoming elections, and the implementation of committees for ACASC. She also announced that ACASC began planning the Non-Medical Use of Prescription Drugs Campaign. In closing, Ms. Bokil stated that members of ACASC attended the MASC Legislative Session where they discussed cultural sensitivity awareness, nominated the Student Member of the State Board, and voted on legislation.

Information: B. Board Member Updates

Mrs. Fraley announced that she will be attending the MABE Legislative Day as well as the regular meeting as a member of the MABE Executive Board. She also plans to research ways to address the bullying that is occurring in schools and asked for any input from the community on ways to address the problem.

Mr. Foote stated that he plans to attend upcoming Local Advisory Council meeting on Thursday as the Board's representative.

Dr. Bohn and Mr. Foote thanked the constituents who spoke in support of agriculture. Mr. Farrell stated their voices were heard.

Mr. Farrell indicated that he received a letter from students at Mountain Ridge High School voicing their concerns and displeasure about advanced placement final examinations and will make the letter available to anyone interested in reading it.

10. Closing Ceremonies

Action: A. Adjournment

Motion to adjourn at 9:27 p.m.

Motion by Wayne Foote, second by Tammy Fraley.

Final Resolution: Motion Passes

Aye: Tammy Fraley, Wayne Foote, Robert Farrell, David Bohn, Deb Frank

# 2019-2020 SCHOOL CALENDAR

## Allegheny County Public Schools

### Cumberland, Maryland 21501-1724

<p><b>2019</b></p> <p>August 21 (W) August 22 (Th) August 23 (F) August 26 (M) August 27 (T) August 28 (W) September 2 (M) September 3 (T) October 7 (M)</p> <p>October 31 (Th) November 1 (F)</p> <p>November 8 (F) November 27 (W) December 2 (M) December 23 (M)</p>	<p><b>FIRST DAY FOR TEACHERS</b> – AM-School-based Professional Development/PM-Teacher Work Time Convocation – AM-School-based Staff Development/PM-Teacher Work Time Supervisor System-wide Professional Development School-based School Improvement Teacher Work Time</p> <p><b>SCHOOLS OPEN – Three Hour Early Dismissal</b> – PM-Teacher Work Time</p> <p><b>SCHOOLS &amp; OFFICES CLOSED</b> – Labor Day</p> <p><b>Pre-Kindergarten and Kindergarten Begin</b></p> <p><b>SCHOOLS CLOSED</b> – Parent Conference Day - <b>Elementary</b> 8:00-9:00 a.m. Teacher Plan; 9:00-12:00 p.m. &amp; 1:00-3:30 p.m. Parent Conferences - <b>Secondary</b> 10:00-11:00 a.m. Teacher Plan; 11:00-2:00 p.m. &amp; 3:00-5:30 p.m. Parent Conferences</p> <p>End of First Marking Period</p> <p><b>SCHOOLS CLOSED</b> – 8:00-11:00 a.m. Principal Staff Development; 11:00-2:00 p.m. Teacher Work Time; 2:00-5:00 p.m. Employee Health Fair</p> <p>Report Cards Released</p> <p><b>Three Hour Early Dismissal</b> - Thanksgiving Vacation Begins (<b>Offices Closed November 28 &amp; 29</b>)</p> <p><b>SCHOOLS CLOSED</b></p> <p><b>SCHOOLS CLOSED</b> – Christmas Vacation Begins (<b>Offices closed December 24, 25, 31 &amp; Jan. 1</b>)</p>
<p><b>2020</b></p> <p>January 2 (W) January 17 (F) January 20 (M) January 21 (T)</p> <p>January 28 (T) February 3 (M) February 17 (M) March 9 (M)</p> <p>March 27 (F) April 2-3 (Th-F) April 7 (T) April 9 (Th)</p> <p>April 14 (T) April 28 (T) May 21 (Th) May 22 (F) May 25 (M) May 26 (T) May 27 (W) May 28 (Th) June 12 (F)</p> <p>June 15 (M)</p>	<p><b>Two Hour Delayed Opening - SCHOOLS REOPEN</b> – Teacher Work Time</p> <p>End of Second Marking Period – End of 1<sup>st</sup> Semester</p> <p><b>SCHOOLS &amp; OFFICES CLOSED</b> – Martin Luther King Jr's Birthday* Refer to COMAR 7-103, possible snow make-up day</p> <p><b>SCHOOLS CLOSED</b> – Supervisor Staff Development/Teacher Work Time</p> <p>End of First Semester - End of Second Marking Period</p> <p>Report Cards Released</p> <p><b>Two Hour Delayed Opening</b> – Principal Staff Development</p> <p><b>SCHOOLS &amp; OFFICES CLOSED</b> – Presidents' Day* Refer to COMAR 7-103, possible snow make-up day</p> <p><b>SCHOOLS CLOSED</b> – Parent Conference Day - <b>Elementary</b> 10:00 a.m.-12:00 p.m. Teacher Plan; 12:00-2:00 p.m. &amp; 3:00-5:30 p.m. Parent Conferences - <b>Secondary</b> 8:00-10:00 a.m. Teacher Plan; 10:00 a.m.-12:00 p.m. &amp; 1:00-3:30 p.m. Parent Conferences</p> <p><b>Three Hour Early Dismissal</b> – End of Third Marking Period/Teacher Work Time</p> <p>Pre-K, Kindergarten, and 1st Grade Registration</p> <p>Report Cards Released</p> <p><b>SCHOOLS CLOSED</b> - Easter Vacation Begins* (<b>Offices Closed April 10 and April 13</b>) Refer to COMAR 7-103, possible snow make-up day</p> <p><b>Two Hour Delayed Opening - SCHOOLS &amp; OFFICES REOPEN</b> – Teacher Work Time</p> <p><b>SCHOOLS &amp; OFFICES CLOSED</b> – Primary Election Day</p> <p>Career Center Certification Ceremony</p> <p><b>Last Day for Seniors</b></p> <p><b>SCHOOLS &amp; OFFICES CLOSED</b> – Memorial Day* Refer to COMAR 7-103, possible snow make-up day</p> <p>Mountain Ridge High School Graduation Allegheny High School Graduation Fort Hill High School Graduation</p> <p><b>LAST DAY FOR STUDENTS – Three Hour Early Dismissal</b> – PM-Teacher Work Time</p> <p>End of Fourth Marking Period - End of Second Semester</p> <p>Elementary and Secondary report cards will be released on June 25</p> <p><b>LAST DAY FOR TEACHERS</b> – 8:00-10:00 a.m. Principal Meeting/Teacher Work Time</p>

FIRST SEMESTER 89 DAYS		SECOND SEMESTER 96 DAYS		REPORT CARD PERIODS			
					CLOSE OF PERIOD	REPORT CARDS RELEASED	NO. DAYS
August	03 Days	January	08 Days				
September	20 Days	February	19 Days				
October	22 Days	March	21 Days				
November	18 Days	April	18 Days				
December	14 Days	May	20 Days				
January	12 Days	June	10 Days				
				1st Period	Oct. 31	Nov. 8	45
				2nd Period	Jan. 17	Jan. 28	44
				3rd Period	March 27	April 7	46
				4th Period	June 12	June 25	50

**Snow make-up days for students will be determined by the April 2020 Board Meeting.** End of year professional development and teacher work days will follow the designated snow make-up days. The Board of Education reserves the right to request the use of legal holidays due to emergency closings, if deemed necessary.

Title 13A  
State Board of Education  
Subtitle 02: Local School Administration  
Chapter 01: Local Boards of Education  
Education Article 7-103  
Annotated Code of Maryland

.04 Length of the School Year

A. Schools shall be open a minimum of 180 days per year. In implementing Education Article, §7-103, Annotated Code of Maryland, a waiver of the 180-day requirement will be granted by the State Board of Education to local school systems only when:

- (1) The demonstrate that sufficient effort has been made through calendar planning and modification; and
- (2) Natural or civil disasters or severe weather conditions are sufficiently significant to warrant waiver.

B. The closing of individual schools does not require a waiver by the State Board of Education but may be granted by permission of the State Superintendent of Schools upon request of the local superintendent of schools.

C. Application for Waiver

(1) In the required written application for waiver of school days, it shall be determined that:

- a. 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 3-10 days throughout the State. The local school system calendar shall have identified those potential make-up days which could have been used as student days when calendar modification becomes necessary; that is, make-up days, student vacation days, etc.
- b. The local school system has modified its calendar by scheduling school on the make-up days provided in the original calendar and by extending the school year 5 days beyond the previously scheduled closing date.

(2) In considering this application, the State Board of Education may waive:

- a. The final day needed to complete the 180-day schedule if that day falls on a Monday;
- b. Additional days beyond those specified in § C (1) (b) of this regulation that would have to be added to the calendar to complete a 180-day schedule.

*\*Legal holidays include: Thanksgiving Day and the day after; Christmas Eve through January 1<sup>st</sup>; Martin Luther King, Jr.'s Birthday; Presidents' Day; Good Friday and Easter Monday; Memorial Day; Primary and General Election Days.*

# August 2019 – Pre-Labor Day

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	<b>21</b> 1 <sup>st</sup> Day for Teachers AM-School Based PD/ PM-Teacher Work Time	<b>22</b> Convocation AM-School Based Staff Development/ PM- Teacher Work Time	<b>23</b> Supervisor System wide Professional Development	24
25	<b>26</b> School Based School Improvement	<b>27</b> Teacher Work Time	<b>28</b> SCHOOLS OPEN  3-hr Early Dismissal PM-Teacher Work Time	29	30	31  S= 3 T= 8 S= 3/180 T= 8/190

# September 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <b>SCHOOLS &amp; OFFICES CLOSED</b>  Labor Day	3 <b>PRE-K AND K BEGINS</b>	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
		5 <sup>th</sup> (WS/JD) and 7 <sup>th</sup> (MS/WM) Grade Outdoor School				
		7 <sup>th</sup> (WA) Grade Outdoor School	7 <sup>th</sup> (MS) Grade Outdoor School			
		5 <sup>th</sup> (CA/WT/FL) and 7 <sup>th</sup> (WA) Grade Outdoor School				
22	23	24	25	26	27	28
		5 <sup>th</sup> (GC/FR/MS) and 7 <sup>th</sup> (BR) Grade Outdoor School				
29	30					S= 20 T= 20 S= 23/180 T= 28/190

# October 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		<b>1</b>  Rosh Hashanah	<b>2</b>	<b>3</b>	<b>4</b>	5
5 <sup>th</sup> Grade Outdoor School (CW/NE) and 7 <sup>th</sup> (WA) Grade Outdoor School						
6	<b>7</b> <b>SCHOOLS CLOSED-</b> <b>Parent Conference Day</b> <b>ELEM.</b> 8-9:00 Teacher Plan; 9-12:00 & 1:00-3:30 Parent Conferences <b>SEC.</b> 10-11:00 Teacher Plan; 11-2:00 & 3:00-5:30 Parent Conferences	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	12
5 <sup>th</sup> Grade Outdoor School (BE/PA)						
Yom Kippur						
13	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	19
5 <sup>th</sup> Grade Outdoor School (SP/BL)						
Columbus Day		PSAT Testing			MSEA Convention	
20	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	26
Reality Fair						
27	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>  End of 1 <sup>st</sup> Marking Period (45 days)  Halloween	S= 22 T= 23 S= 45/180 T= 51/190	

# November 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					<b>1</b> <b>SCHOOLS CLOSED</b> 8:00-11:00 Principal Staff Development 11:00-2:00 Teacher Work Time 2:00-5:00 Employee Health Fair	2
3  Daylight Savings Time Ends	4  Focus on the Future (Set up)	5  Focus on the Future (BR & MS)	6  Focus on the Future (WA & WM)	7	8  Report Cards Released	9
10	11  Veteran's Day	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27 3-hr Early Dismissal	28 SCHOOLS & OFFICES CLOSED  Thanksgiving Day	29 SCHOOLS & OFFICES CLOSED	30  S= 18 T= 19 S= 63/180 T= 70/190

# December 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 SCHOOLS CLOSED	3	4	5	6	7  Pearl Harbor Day
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23 SCHOOLS CLOSED  Hanukkah	24 SCHOOLS & OFFICES CLOSED  Christmas Eve	25 SCHOOLS & OFFICES CLOSED  Christmas	26 SCHOOLS CLOSED  Kwanzaa	27 SCHOOLS CLOSED	28
29	30 SCHOOLS CLOSED	31 SCHOOLS & OFFICES CLOSED  New Year's Eve				S= 14 T= 14 S= 77/180 T= 84/190

# January 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			<b>1</b> SCHOOLS & OFFICES CLOSED  New Year's Day	<b>2</b> SCHOOLS REOPENS  2-hr Delay Teacher Work Time	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b> End of 2 <sup>nd</sup> Marking Period - End of 1 <sup>st</sup> Semester (44 days)	<b>18</b>
<b>19</b>	<b>20</b> SCHOOLS & OFFICES CLOSED MLK Jr Day* Refer to COMAR 7-103, possible snow make-up day	<b>21</b> SCHOOLS CLOSED Supervisor Staff Development/Teacher Work Time	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>  Report Cards Released	<b>29</b>	<b>30</b>	<b>31</b>	S= 20 T= 21 S= 97/180 T= 105/190

# February 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2  Groundhog Day	3  2-hr Delay Principal Staff Development	4	5	6	7	8
9	10	11	12  Lincoln's Birthday	13	14  Valentine's Day	15
16	17  SCHOOLS & OFFICES CLOSED Presidents' Day* Refer to COMAR 7-103, possible snow make-up day  Washington's Birthday	18	19	20	21	22
23	24	25	26	27	28	29  S= 19 T= 19 S= 116/180 T= 124/190

# March 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8  Daylight Savings Time Begins	<b>9 SCHOOLS CLOSED- Parent Conference Day</b> ELEM. 10-12 Teacher Plan; Parent Conferences 12:00-2:00 & 3:00-5:30 Parent Conferences SEC. 8-10 Teacher Plan; 10:00-12:00 & 1:00-3:30 Parent Conferences	10	11	12	13	14
15	16	17  St. Patrick's Day	18	19	20	21
22	23	24	25	26	27  End of 3 <sup>rd</sup> Marking Period (46 Days)  3 hr. Early Dismissal Teacher Work Time	28
29	30	31				S= 21 T= 22 S= 137/180 T= 146/190

# April 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			<b>1</b>  Reality Fair	<b>2</b>  <div style="border: 1px solid black; padding: 2px; display: inline-block;">                         Pre-K, Kindergarten, &amp;                          1<sup>st</sup> Grade Registration                     </div>	<b>3</b>	<b>4</b>
<b>5</b>  Palm Sunday	<b>6</b>	<b>7</b>  Report Cards Released	<b>8</b>	<b>9</b> SCHOOLS CLOSED	<b>10</b> SCHOOLS & OFFICES CLOSED Good Friday* Refer to COMAR 7-103, possible snow make-up day	<b>11</b>
<b>12</b>  Easter	<b>13</b> SCHOOLS & OFFICES CLOSED* Refer to COMAR 7-103, possible snow make-up day	<b>14</b> SCHOOLS & OFFICES REOPEN  2-hr Delay Teacher Work Time	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>  Earth Day	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b> SCHOOLS & OFFICES CLOSED Primary Election Day	<b>29</b>	<b>30</b>		S= 18 T= 18 S= 155/180 T= 164/190

# May 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3  AP Testing May 4-8	4	5	6  School Nurse's Day	7	8	9
10  AP Testing May 11-15  Mother's Day	11	12	13	14	15	16  Armed Forces Day
17	18	19	20	21 CCTE CERTIFICATION CEREMONY	22 LAST DAY FOR SENIORS	23
24	25 SCHOOLS & OFFICES CLOSED <b>Memorial Day*</b> Refer to COMAR 7-102, possible snow Make-up day	26 MOUNTAIN RIDGE GRADUATION	27 ALLEGANY GRADUATION	28 FORT HILL GRADUATION	29	30
31						S= 20 T= 20 S= 175/180 T= 184/190

# June 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b> STUDENTS' LAST DAY 3-hr Early Dismissal PM-Teacher Work Time Close of 4 <sup>th</sup> MP (45 days) <i>(Last student/teacher day WITHOUT the 5 days)</i>	<b>6</b>
<b>7</b>	<b>8</b> TEACHERS' LAST DAY 8:00-10:00 - Principal Meeting Teacher Work Time <i>(Last teacher day WITHOUT the 5 days)</i>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b> STUDENTS' LAST DAY 3-hr Early Dismissal PM-Teacher Work Time <i>(Last student/teacher day WITH 5 days)</i>	<b>13</b>
<b>14</b>  Flag Day	<b>15</b> TEACHERS' LAST DAY 8:00-10:00 - Principal Meeting Teacher Work Time <i>(Last teacher day WITH 5 days)</i>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b>  Father's Day	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>  Reports Cards Released	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b>				S= 10 T= 11 S=185/180 T=195/190

End of Year Student Make-up Days  
Refer to COMAR 7-103 C (1) (b) (per waiver eligibility requirement)



**Karen B. Salmon, Ph.D.**  
State Superintendent of Schools

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**TO:** Members of the State Board of Education  
**FROM:** Karen B. Salmon, Ph.D.  
**DATE:** March 26, 2019  
**SUBJECT:** School Calendar Waiver Application – Addendum # 2

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**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 2019-2020 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 was amended, allowing a county board to extend the length of a school year up to five (5) days beyond June without approval from the State Board. 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.

**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 11 days during the 2017-2018 school year and 15 days during the 2014-2015 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 March 12, 2019. The minutes from the meeting are 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 2019-2020 school year.

Attachment: Waiver Application for Garrett County Public Schools



**Members of the Board of Education**

Mr. Matthew A. Paugh, President  
Mr. M. Thomas Woods, Vice President  
Mr. Rodney B. Glotfelty, Associate Member  
Mrs. Monica L. Rinker, Associate Member  
Mrs. Charlotte A. Sebold, Associate Member  
Ms. Katherine J. Catulle, Student Board Member

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

*Superintendent of Schools*  
Ms. Barbara L. Baker

March 18, 2019

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

Dear Ms. Necessary,

At the March 12, 2019 Garrett County Board of Education meeting, the Board members voted to begin the 2019-20 school year on Monday, August 26, 2019. 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 March 12, 2019 Meeting

**Overview:**

Executive Order 01.01.2016.13 requires all kindergarten through grade 12 public schools in Maryland to be open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for each public school in Maryland shall adjourn no later than June 15. During the 2018 General Assembly Session, Education Article §7-103 (3) was amended to allow a county board to extend the length of the school year for up to 5 days beyond June 15 without approval from the State Board. Local boards of education retain the full responsibility for establishing annual academic calendars within the parameters of the Executive Order. The Executive Order does not apply to the operation of year-round schools. The entire Executive Order may be found on the following webpage:

<https://governor.maryland.gov/wp-content/uploads/2016/10/EO.01.01.2016.13.pdf>

**Waiver Applications:**

Local boards of education may apply for waivers of the requirements set forth in the Executive Order. To be eligible for a waiver, the local board must demonstrate that it 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.

Any waiver granted by the State Board of Education using this waiver application shall be for the 2019-2020 school year only. Local boards of education may apply annually for a waiver of the requirements in Executive Order 01.01.2016.13.

**Timeline for Submission of Waiver Application:**

Waiver applications will be accepted on a rolling basis. Decisions regarding waiver requests will be made at the State Board Meeting immediately following receipt of the application. For example, if a waiver application is received on January 31, 2019 then the State Board will render a decision at the February 25, 2019 meeting. A list of State Board meeting dates may be found on the following webpage: <http://marylandpublicschools.org/stateboard/Pages/Meetings-2018.aspx>. The local Superintendent or Chief Executive Officer and Board President will be notified in writing of the State Board's decision. The final date to submit an application for a waiver of requirements in Executive Order 01.01.2016.13 for the 2018-2019 school year is **March 31, 2019**.

Waiver applications and supporting documents may be emailed to Charlene Necessary at [charlene.necessary@maryland.gov](mailto:charlene.necessary@maryland.gov) or mailed to:



Maryland State Board of Education  
 Attention: Charlene Necessary  
 200 West Baltimore Street  
 Baltimore, Maryland 21201

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

**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 school end date beyond five (5) days after June 15.
- 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 Low-Performing Schools**

Low-performing schools, or Maryland’s Priority Schools, are the 5% of all Title I schools that are the lowest achieving on state assessments; and/or have graduation rates below 67%; or receive Title I school improvement funds under Section 1003g. A list of qualifying schools can be found on the following webpage:

<http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf>

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

**Adoption of an Innovative School Schedule for At-Risk Public Schools**

At-risk public schools, or Maryland’s Focus Schools, are those in the top 10% of Title I schools that have the largest within-school gaps between the highest-achieving subgroup and the lowest-achieving subgroup; and Title I high schools with less than 60% graduation rates over a number of years. A list of qualifying schools can be found on the following webpage:

<http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf>

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



**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 | <input type="checkbox"/> The SEED School           |

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
March 12, 2019		



**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.

*Barbara J. Baker*

Signature of Superintendent or  
Chief Executive Officer

*3/12/19*

Date

*Matthew A. [Signature]*

Signature of School Board President

*3/12/19*

Date

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

**PUBLIC SESSION MINUTES  
Tuesday, March 12, 2019**

Board Members present included Mr. Matthew Paugh, Board President; Mr. Tom Woods, Board Vice President; and Board Members: Mr. Rodney Glotfelty, Mrs. Monica Rinker, and Mrs. Charlotte Sebold. Also present for the meeting: Ms. Barbara Baker, Secretary -Treasurer / Superintendent of Schools; Mr. Brandon Hoover, Board Attorney; Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Dr. Jane Wildesen, Director of Human Resources and Employee Relations; Mrs. Alison Sweitzer, Director of Finance; Mr. William Swift, Director of Facilities, Maintenance, Operations, and Security; Dr. Phil Lauver, Supervisor of Pupil Services; and Mr. Danny Nickel, Student Representative.

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

**1. Opening**

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**A. Opening of Meeting**

Mr. Matthew Paugh, Board President, called the meeting to order at 4:05 p.m.

**B. Public Comment**

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

**C. Move to Executive Session.**

Monica Rinker made a motion to recess the meeting to go into closed session, and this was seconded by Tom Woods. Thereafter, the Board unanimously voted to go into closed session with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

**D. Executive Session - Closed to the Public**

The Board of Education met in an Executive Session on Tuesday, March 12, 2019, at Central Office in the Board Room at 4:09 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: review of Executive Session minutes; personnel topics, pursuant to §3-305(b)(1); collective bargaining/negotiations topics, pursuant to §3-305(b)(9); procurement topics, pursuant to §3-305(b)(14); and legal topics, pursuant to §3-305(b)(7).

Monica Rinker made a motion to close the meeting, and this was seconded by Tom Woods. Thereafter, the Board unanimously voted to close the session, with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods. The closed session began at 4:08 p.m. The topics discussed and actions taken include the following:

**I. Opening**

Mr. Paugh opened the meeting at 4:08 p.m.

## **II. Executive Session Minutes:**

The Board reviewed the Executive Session minutes from the February 12, 2019, meeting. Tom Woods made a motion to accept the minutes, and Rodney Glotfelty seconded the motion. The Board unanimously voted to approve the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

## **III. Personnel pursuant to §3-305(b)(1):**

**a. Professional Leave Requests:** Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented four professional leave requests to the Board for their approval.

### **1.) SXSW EDU Conference & Festival**

Rodney Glotfelty made a motion to approve the professional leave request, and Charlotte Sebold seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods

### **2.) No Kid Hungry's Rural Child Hunger Summit**

Tom Woods made a motion to approve the professional leave request, and Monica Rinker seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

### **3.) American Commodity Distribution Association Annual Conference**

Tom Woods made a motion to approve the professional leave request, and Rodney Glotfelty seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

### **4.) NEA Leadership Summit**

Charlotte Sebold made a motion to approve the professional leave request, and Monica Rinker seconded the motion. The Board unanimously approved the professional leave request with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods

### **b. Staffing Recommendations**

Dr. Jane Wildesen, Director of Human Resources, shared a non-certificated employee that was approved by the Superintendent.

### **c. Personnel Realignment**

Ms. Baker discussed changes to the organizational chart. She also discussed an involuntary transfer.

### **d. Personnel Updates**

Dr. Wildesen shared a nonrenewal of contract matter with the Board.

### **e. Superintendent Goals Update**

Ms. Baker provided the Board with an update on her personal Superintendent goals.

## **IV. Procurement**

### **Strategic Facilities Plan Bid Responses**

The Board received two responses to the Strategic Facilities Plan Bid request. One of the responses received was incomplete, therefore will not be considered. The Board will take action on the bid selection during the Public Session.

### **V. Negotiations pursuant to §3-305(b)(9):**

#### **Update**

Dr. Wildesen and Mrs. Sweitzer provided an update on negotiations.

### **VI. Legal Topics pursuant to §3-305(b)(7):**

#### **a. Potential Breach of Warranty Claims Regarding Repairs at Various Schools**

Mr. Hoover provided an update on this matter.

#### **b. School Bus Lawsuit**

Mr. Hoover shared a lawsuit that had been filed against a bus driver. Mr. Hoover stated that the school system's insurance carrier will be providing legal guidance on this matter.

### **VI. Recess and Adjournment**

The Board recessed the Executive Session to return to the Public Session at 6:05 p.m. The Board returned to Executive Session at 9:21 p.m.

Tom Woods made a motion to adjourn the Executive Session, and Charlotte Sebold seconded the motion. The Board unanimously approved adjourning the Executive Session at 10:09 p.m. with a yea vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Tom Woods.

Board Members present included Mr. Matthew Paugh, Board President; Mr. Tom Woods, Board Vice President; and Board Members: Mr. Rodney Glotfelty, Mrs. Monica Rinker, and Mrs. Charlotte Sebold. Ms. Barbara Baker, Superintendent, was also in attendance of the meeting. Mr. Brandon Hoover, Board Attorney; Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Dr. Jane Wildesen, Director of Human Resources; Mrs. Alison Sweitzer, Director of Finance; and Ms. Karen Brewer, Executive Assistant to the Superintendent, attended part of the meeting.

## **2. Welcome**

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### **A. Re-Opening of Public Session**

The Public Session reconvened at 6:05 PM.

### **B. Moment of Silence**

### **C. Pledge of Allegiance - Student Board Member**

Mr. Danny Nickel, Student Representative, led the Board in the Pledge of Allegiance.

### **D. Approval of the Agenda - Action**

Tom Woods made a motion to approve the agenda, and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

#### **E. Approval of the February 12, 2019 Public Session Minutes - Action**

The Board discussed changes to the minutes. Charlotte Sebold made a motion to approve the amended minutes, and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

#### **F. Closed Session Summaries**

Ms. Barbara Baker, Superintendent, read the Closed Session Summaries for the February Board Meeting.

The Board of Education met in an Executive Session on Tuesday, February 12, 2019, at Central Office in the Board Room at 4:03 p.m. under authority §3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss the following items: review of Executive Session minutes; personnel topics, pursuant to §3-305(b)(1); procurement topics, pursuant to §3-305(b)(14); collective bargaining/negotiations topics, pursuant to §3-305(b)(9); legal topics, pursuant to §3-305(b)(7); and administrative function topics, which are 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 Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods. The closed session began at 4:03 p.m. The topics discussed and actions taken include the following:

#### **I. Opening**

Mr. Paugh opened the meeting at 4:03 p.m.

#### **II. Executive Session Minutes:**

The Board reviewed the Executive Session minutes from the January 8, 2019, meeting. The Board requested an addition to the minutes. Rodney Glotfelty made a motion to accept the amended minutes, and Monica Rinker seconded the motion. The Board unanimously voted to approve the motion with a yea vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

#### **III. Personnel pursuant to §3-305(b)(1):**

a. Professional Leave Requests: Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration, presented three professional leave requests to the Board for their approval.

- 1) International Society for Technology in Education (ISTE) — EdTech Conference 2019: Monica Rinker made a motion to approve the professional leave request, and Tom Woods seconded the motion. The Board unanimously approved the professional

leave request with a ye vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods

2) Institute for Multi-Sensory Education (IMSE) 18-Hour Trainer Conference:  
Rodney Glotfelty made a motion to approve the professional leave request and Tom Woods seconded the motion. The Board unanimously approved the professional leave request with a ye vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

3) Intermediate IMSE's Orton-Gillingham Training:  
Tom Woods made a motion to approve the professional leave request and Rodney Glotfelty seconded the motion. The Board unanimously approved the professional leave request with a ye vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

b. Staffing Recommendations

Dr. Jane Wildesen, Director of Human Resources, presented a certificated staffing recommendation to the Board for their approval. Dr. Wildesen also shared the non-certificated employees that were approved by the Superintendent.

c. Personnel Updates

Dr. Wildesen provided an update on recent resignations. She also provided an update on the staff responses to the Irrevocable Letters of Retirement and Agreement.

**IV. Procurement**

Strategic Planning RFP Interviews

The Board interviewed possible candidates who responded to the Strategic Planning RFP. The Board determined that it would not accept any of the proposals and would move forward by posting an invitation to bid for a Strategic Facilities Plan. They will accept qualified bids for this before the next Board meeting.

**V. Negotiations pursuant to §3-305(b)(9):**

a. Health Insurance

Dr. Wildesen and Mrs. Sweitzer discussed Fiscal Year (FY) 2020 Proposed Healthcare Employee Plan for plan design and employee rates.

b. Salary Parameters

Mrs. Sweitzer and Dr. Wildesen discussed FY 2020 estimated salary parameters for negotiations. They recommended a compensation package for salary and healthcare benefits for negotiations.

Tom Woods made a motion to accept the recommendation and to set a placeholder for the compensation package of salary and healthcare benefits. Rodney Glotfelty seconded the motion. The Board unanimously voted to approve the motion with a ye vote from Rodney Glotfelty, Monica Rinker, Charlotte Sebold, and Tom Woods.

**VI. Legal Topic pursuant to §3-305(b)(7):**

Potential Breach of Warranty Claims Regarding Repairs at Various Schools  
Mr. Hoover provided an update on this matter.

**V. Administrative Function pursuant to §3-103(a)(1)(i):**

The Board discussed an administrative function topic. The Board considered the administrative function topic, but no actions were taken by the Board.

**VI. Recess and Adjournment**

The Board recessed the Executive Session to return to the Public Session at 6:05 p.m. The Board returned to Executive Session at 9:16 p.m.

Charlotte Sebold made a motion to adjourn the Executive Session, and Monica Rinker seconded the motion. The Board unanimously approved adjourning the Executive Session at 10:50 p.m., with a yea vote from Rodney Glotfelty, Charlotte Sebold, Monica Rinker, and Tom Woods.

Board Members present included Mr. Matthew Paugh, Board President; Mr. Tom Woods, Board Vice President; and Board Members: Mr. Rodney Glotfelty, Mrs. Monica Rinker, and Mrs. Charlotte Sebold. Also in attendance at the meeting were Ms. Barbara Baker, Superintendent, and Mr. Brandon Hoover, Board Attorney. Mrs. Karen DeVore, Executive Director of Curriculum, Instruction, and Administration; Dr. Jane Wildesen, Director of Human Resources; Mrs. Alison Sweitzer, Director of Finance; and Ms. Karen Brewer, Executive Assistant to the Superintendent, were there for part of the meeting.

**H. Announcements**

Ms. Baker shared upcoming dates of school-related events and meetings with the Board and the public.

Date	Event
Mar 14	Staff Development 3 Hour Early Dismissal
March 18	MABE Board Service Academy Equity Academy Annapolis, MD 9:30 – 12:30 p.m.
Mar 26	MABE Board Service Academy Telling Your Story (with Jackie Weisman and Molly Young) Annapolis, MD 9:30 – 12:30 p.m.
Mar 29	Parent Teacher Conferences Schools Closed
Apr 4	End of 3rd Grading Term
Apr 10	MABE Board Service Academy

	The Role of the Board President/Chair Annapolis, MD 9:30 – 12:30 p.m.
Apr 11	Report Cards Released

### 3. Recognitions

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#### A. Southern Garrett High School Wrestling Team State Champions

Mr. Tom Woods, Board Member, presented certificates to the Southern Garrett Rams Wrestling Team for winning the State Duals and having six finalists in the MPSSAA State Tournament. The Southern Garrett High School Wrestling Team finished their season with a 39–0 record. They ended the season as the top ranked public school of all divisions in the state and ranked third overall behind two private schools.

#### B. Rethink Recycling Sculpture Contest Winner - Jocelyn Schoch

Ms. Monica Rinker recognized Ms. Jocelyn Schoch, a Southern Garrett High School eleventh-grade student, who won first place in the Rethink Recycling Sculpture Contest in the category of Craftsmanship on November 30, 2018, in Baltimore. Ms. Schoch’s sculpture is entitled “Flying Freedom” and is an eagle composed of steel wool, wire, wood, foam, soda cans, plastic bags, hot glue, and CDs. The sculpture was on display at the Maryland Department of the Environment in December and January. The sculpture was then displayed at the "Keep America Beautiful 2019 National Conference” on February 6–8, 2019, in Baltimore.

#### C. School Social Worker Week March 3 - 9, 2019

Mr. Rodney Glotfelty, Board Member, presented a proclamation for School Social Worker Week, March 3 - 9, 2019, to Shannon Haley, School Social Worker, and Mary VanSickle, School Social Worker. Dr. Phil Lauver, Supervisor of Pupil Services, was also present for this recognition.

### 4. Curriculum, Instruction, and Administration (CIA) Report

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#### Northern Garrett High School Presentation

Mr. Jim Maddy, Principal of Northern Garrett High School, provided an update to the Board regarding the school programs and activities.

### 5. Policies and Procedures

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#### A. DKCA Travel and Incidental Expenses Policy and Procedure – Action

Mrs. Alison Sweitzer, Director of Finance, requested the Board approve the revised DKCA Travel and Incidental Expenses Policy. Mrs. Sweitzer stated the due date for reimbursable mileage and expenses will change from 45 days to 30 days of incurred travel with the exception of June expenses and mileage. All payments will be made via electronic funds transfer (EFT) instead of check payments.

The Board recommended verbiage changes to the policy and procedures for more clarity. Charlotte Sebold made a motion to approve the amended policy, and Monica Rinker seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

Mrs. Sweitzer stated that although the Board approved the policy, these changes would not be implemented until July 1, 2019.

## **6. Continuing Business**

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### **A. 2018-19 School Calendar (Easter Monday Makeup Day) - Action**

Dr. Wildesen informed the Board that the Maryland State Board of Education approved the Board's request to use Easter Monday, April 22, 2019 as a conditional makeup day.

Rodney Glotfelty made a motion to use Easter Monday, April 22, 2019 as a make-up day, if one or more school cancellations occur between March 12, 2019 and April 1, 2019; however, if there are no school cancellations between March 12, 2019 and April 1, 2019, then April 22, 2019, would not be used as a make-up day. Tom Woods seconded the motion. Final Resolution: Motion Fails; Yea: Tom Woods, Rodney Glotfelty; Nay: Monica Rinker, Charlotte Sebold, Matthew Paugh

### **B. 2019-20 School Calendar - Action**

Dr. Jane Wildesen, Director of Human Resources, requested the Board approve the draft 2019-20 School Calendar. Public comment was received after the February 12, 2019, Board Meeting and shared with the Board members. Revisions to the calendar were made after the February Board meeting; these included adding April 28, 2020, as schools closed for Primary Election Day and adjusting the students' last day to be May 29, 2019.

The first day of school for students will be August 26, 2019, therefore the calendar will require State Board approval of a waiver request of a mandated Post-Labor Day start.

Tom Woods made a motion to approve the calendar, and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries in 3:1 vote\*; Yea: Tom Woods, Rodney Glotfelty, Charlotte Sebold; Nay: Monica Rinker

\*This vote is contingent upon the State Board approval of the GCPS request to waive the mandated Post-Labor Day Start.

### **C. FY2020 Budget Work Session**

Ms. Barbara Baker, Superintendent, and Mrs. Sweitzer presented the FY2020 budget recommendations. Ms. Baker discussed the budget development process, the Superintendent initiatives, the implementation of the ESSA Standards with Excellence and Fidelity, and how they are aligned with the Board's goals. Ms. Baker also spoke about recommended staffing changes and proposed local government requests.

Tom Woods made a motion to request \$47,000 of capital funding for a Security DVR Upgrade Project (local match to state grant), in addition to Maintenance of Effort (MOE) from the County Commissioners and Rodney Glotfelty seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

### **D. Strategic Facilities Plan Bid Update**

Mr. Paugh, Board President, stated that the Board received two responses to the Strategic Facilities Plan bid request; however, the Board had a question about the procurement process

that it needed to clarify before moving forward.. The Board will further discuss this matter in executive session before acting, but such action may be soon as later in this evening's meeting.

#### **E. Friendsville Elementary School Land Transfer - Action**

Mr. William Swift, Director of Facilities, Maintenance, Operations and Security, requested the Board approve a land transfer from Friendsville Elementary to the Garrett County Sanitary District for an equalization tank expansion project. Board members inquired on whether the land would be enclosed by a fence to protect students. Mr. Swift replied that the wastewater treatment plant and tanks would be enclosed by a fence. He would also insure that temporary fencing would be installed to protect students during the construction phase of any projects.

Tom Woods made a motion to approve the land transfer of 0.631 acres from Friendsville Elementary School to the Garrett County Sanitary District, and Charlotte Sebold seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

### **7. Public Comments**

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Mr. Thomas Vose, Director of Ruth Enlow Library, spoke to the Board regarding the 2020 Census. Ms. Brenda McDonnell, local business owner, spoke to the Board regarding the benefits of a post-Labor Day start.

### **8. New Business**

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#### **Budget Amendment - Action**

Mrs. Sweitzer requested the Board approve a budget transfer request of \$100,000 from Operations Electricity to Maintenance of Plant Building & Grounds Repair. Mrs. Sweitzer stated that the transfer is needed to cover unbudgeted emergency repairs due to the age of Garrett County Public Schools' facility infrastructure.

Rodney Glotfelty made a motion to approve the budget transfer, and Tom Woods seconded the motion. Final Resolution: Motion Carries; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

### **9. Board Business**

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#### **A. Student Board Member Report**

As Ms. Katherine Cathell, Student Member of the Board, was not present, Mr. Danny Nickel, a Southern Garrett High School student, provided an update on school activities at the middle and high schools, as well as student activities of the Garrett County Association of School Council (GCASC).

#### **B. Board Member Updates**

Mrs. Rinker participated in the Read Across America activities at Swan Meadow School. Mrs. Sebold attended the History Day Showcase Exhibit at Hickory Environmental Education Center. Mr. Glotfelty is continuing visiting schools with Ms. Baker.

### **10. Informational Items**

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#### **A. March 2019 School Activities**

## **B. March 2019 Home and School Connection**

### **11. Recess**

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The Board recessed the Public Session at 9:21 p.m. The Board returned to the Public Session at 10:10 p.m.

### **12. Continuing Business**

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#### **Strategic Facilities Plan Bid Update**

The Board received two responses to its invitation to bid for the Strategic Facilities Plan. One response was from Educational Facilities Planning, LLC, and the second was from MGT Consulting Group. MGT's response was incomplete. Therefore, a motion was made by Monica Rinker to accept the bid proposal from Educational Facilities Planning, LLC, for a strategic facilities plan, and Rodney Glotfelty seconded the motion. Final Resolution: Motion carries with a unanimous vote from the Board; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

### **13. Adjournment**

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A motion was made by Rodney Glotfelty to adjourn the meeting, and Charlotte Sebold seconded the motion. Final Resolution: Motion carries with a unanimous vote from the Board; Yea: Tom Woods, Monica Rinker, Rodney Glotfelty, Charlotte Sebold

The Board meeting adjourned at 10:12 p.m.