

MILFORD SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR BOARD MEETING – DECEMBER 17, 2018  
MILFORD CENTRAL ACADEMY CAFETERIA

Board Members

Mrs. Wiley – President  
Mrs. Dennehy –V. President -6:24PM  
Mr. Evans  
Mr. Miller  
Mrs. Purcell  
Mr. Vezmar  
Mr. Schelhouse  
Dr. Dickerson, Exec. Secretary

Admin. Present

Dr. Peel  
Dr. Amory  
Mrs. Croce  
Dr. Stevenson  
Mr. Zoll  
Mr. Snyder  
Mrs. Wallace  
Ms. Alfaro  
Ms. Alexander  
Mrs. Hallman

Public

S. Whaley  
S. Buford  
D. Marvel  
E. Lang  
S. Cabrera-Ruiz  
R. Fogel  
A. Gardner  
A. Hatfield  
A. Herber  
S. Sobota  
H. Thompson  
P. Thompson  
K. Willey  
R. Spath, Jr.  
L. Skinner  
C. Thompson  
E. Rust

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The Regular Meeting of the Milford Board of Education was called to order by President Wiley at 6:15 PM on Monday evening, December 17, 2018 in the Milford Central Academy Cafeteria.

**MOTION MADE BY MRS. PURCELL/SECONDED BY MR. MILLER** to adjourn into Executive Session at 6:16 PM. **Motion carried unanimously.**

**ADJOURNMENT TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL AND LEGAL MATTERS.**

- A. Personnel Matters – See 29 Del. C. § 10004(b)(9)
- B. Legal Matters – See 29 Del. C § 10004(b)(4)

**MOTION MADE BY MRS. DENNEHY/SECONDED BY MR. EVANS** to adjourn Executive Session at 7:05 PM. **Motion carried unanimously.**

**INTRODUCTION OF VISITORS**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

**MOTION MADE BY MR. VEZMAR/SECONDED BY MRS. PURCELL** to approve the minutes of the November 19, 2018 Regular Board Meeting. **Motion carried unanimously.**

## **RECOGNITION AND ACCOMPLISHMENTS**

### ***Girls' Cross Country Team***

Dr. Dickerson congratulated the team and coaches for their undefeated season in the South and Henlopen Conference South Championship Division. Ethan Lang, student, gave thanks to the students and coaches for their efforts. Dr. Dickerson acknowledged the families of the students and recognized each of the team members and coaches.

### ***Honor Roll Recipients***

The names of all the students making honor roll first marking period were listed on the screen. Benjamin Banneker had 295 students; Mispillion Elementary had 327 students; Ross Elementary had 395 students; Central Academy had 460 students; and High School had 416.

### ***MHS National Honor Society Members***

Milford High School inducted 37 new members in the National Honor Society. The club now has 63 total members.

### ***Mispillion Recognition School***

Congratulations to Mispillion Elementary for earning the State of Delaware Recognition School honor for exemplary student performance. This was the second straight year in which Mispillion Elementary was honored with this award..

### ***Coldwell Bank/Resort Realty***

Coldwell Bank/Resort Realty held their annual toy drive for homeless families in the Milford School District. Thank you for the huge collection of toys and monetary gifts supporting our families.

### ***M&T Charitable Foundation – Banneker Elementary***

Kyle Caldwell, M&T Bank representative, served as Principal for a Day at Banneker Elementary. Banneker received a check for \$500 as their token of appreciation from the M&T Charitable Foundation.

### ***Hertrich Toyota Donation***

Thank you to Hertrich of Toyota for the \$4,000 donation in support of after school, college and career tutoring.

### ***Empty Stockings***

Thank you to the Milford Church of God for coordinating the Empty Stocking Initiative. Volunteers gathered to fill stockings for MSD students providing cheer and support for students in all four elementary schools. Marvin and Tina Hill, Hill's Bus Service owners, helped deliver the stockings to the schools.

### ***Christmas Trees in the Park***

MCA and the City of Milford partnered with decorating Christmas Trees in the Park. National Junior Honor Society decorated three trees, Student Council decorated two trees, and FFA, Academic Challenge, and Odyssey of the Mind each decorated a tree. Thank you to Jennyfer Cilano and Michelle Hamilton, MCA teachers, for organizing the decorating effort.

***Wreaths Across America***

MCA's National Junior Honor Society, with advisors Michelle Hamilton and Jennyfer Cilano, travelled to Virginia on Saturday, December 15, to lay wreaths at Arlington National Cemetery.

**SUPERINTENDENT REPORTS**

***Reports from School Administrators***

Mrs. Jennifer Hallman, Morris Early Childhood Principal, reported 20 families received Thanksgiving meals. Many families enjoyed Family Movie Night. Students are excited to travel to MHS on Friday for Santa's Workshop.

Ms. Lisa Alfaro, Banneker Elementary Assistant Principal, thanked M&T Bank for the \$500 donation. More than 200 stockings were filled for students. The Holiday Shop was very active on December 18 and 19. Honor Society students assisted with the Food Bank. The Chess Club starts Thursday, December 20.

Mrs. Tania Alexander, Ross Elementary Assistant Principal, stated a Book Fair was held the first week in December. The Spelling Bee was held on December 10 with Wyatt Herring (5<sup>th</sup>) being the 1<sup>st</sup> place winner and Sean Torres Rivera (4<sup>th</sup>) placing 2<sup>nd</sup>. Ross Honor Society and Student Council students participated with the Salvation Army at Redners. The Safety Patrol reads a safety tip of the week on Fridays to students on RCTV.

Mrs. Teresa Wallace, Mispillion Elementary Principal, was very pleased to report the Spelling Bee winners, Mackenzie King (5<sup>th</sup>) won 1<sup>st</sup> place and Maureen O'Neill (5<sup>th</sup>) won 2<sup>nd</sup> place. Live announcements led by Todd Mentzer, teacher, began on Friday, December 14. It is quite exciting for students to be able to stream through You Tube to the classrooms. A homebound student has been able to communicate with the classroom via skyping. Mispillion held their Holiday Shop during the week of December 10. 47 students participated in the Special Olympics. The Pride Patrol toured the Mispillion cafeteria/kitchen and learned many safety rules.

Mr. Gary Zoll, Central Academy Principal, was excited to be hosting the Special Olympics at MCA on Tuesday, December 18, with the opening ceremony beginning at 9:30AM. Laurie Moorman and Michele Davis were very instrumental with hosting this event. He was very proud to announce 14 members from the Junior Honor Society with advisors, Michelle Hamilton and Jennyfer Cilano, participated in the Wreaths Across America at the Arlington National Cemetery. The Band and Choral Concerts filled the auditorium with family and community members. MCA has received more than 1200 donated books so each students will have one to take home for the holiday. Judges are needed for their Science Fair on January 18. Discussion for scheduling students next year has begun.

Mr. Shawn Snyder, High School Principal, reported Brion Murray, a 2017 graduate of MHS, has committed to Virginia Tech for football. Thank you to Kate Lynch, Aaron Rill, and Nick Jefferson for their efforts with Special Olympics. Nurse Cheryl Rash coordinated for 15 students to receive free eye exams and glasses. The FFA and SGA (Student Government Association) raised \$2,000 for Breast Cancer. Wednesday, December 19, will display the Night of the Arts talent. Morris Early Childhood students will enjoy the activities staff and students put together for Santa's Workshop on Friday, December 21. MHS is partnering with the Food Bank for students to earn the Safe Serv Certification.

***Athletics***

**MOTION MADE BY MR. EVANS/SECONDED BY MRS. DENNEHY** to approve the recommendation to begin a Boys Lacrosse team at MCA. **Motion carried unanimously.**

The following students earned a 4.0 or greater GPA for the Milford Fall Academic All-Conference:  
**Cross Country** – Stephanie Cabrera-Ruiz, Dominic Feightner, Reina Fogel, Anna Hatfield, Ethan Lang, Moses Martinez, Brian Saxon, Sophia Sobota, Matthew Stangl, Tristan Stevenson, Haley Thompson, Paige Thompson, Spencer Warren, Kassidy Willey, Shannon Wilt; **Football** – Jonathan Gaglione, Robert Marsh, Rashawn Price, Bryce Wells; **Boys Soccer** – Zane Wallace; **Field Hockey** – Summer Davis, Samantha Jacona, Olivia Muir, Emma Sekscinski, Sara Wallace, Kyleigh Wright; **Cheer** – Victoria Jordan, Haley Pagden, Briana Reynolds, Katelyn Watson, Lily Wiley; **Volleyball** – Giavonna Dorell, Celia Reinhardt, Grace Sekscinski, Taylor Wessel.

***Upcoming Events***

The 5<sup>th</sup> grade Band Concert will be held on January 10 in the high school auditorium.

**BUSINESS**

***Revenue and Expenditure Report***

**MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MRS. DENNEHY** to approve the Revenue and Expenditure Report as of November 30, 2018. **Motion carried unanimously.**

***Board Policy 1009 Athletic Booster Clubs***

**MOTION MADE BY MR. VEZMAR/ SECONDED BY MR. MILLER** to approve Board Policy 1009 Athletic Booster Clubs. **Motion carried unanimously.**

***Board Policy 3304A – Wellness Policy***

Mrs. Croce had the first read of Board Policy 3304A – Wellness Policy.

***State of Delaware Career and Technical Education Performance Audit***

Mrs. Croce reported the State Auditor's Office released the final report for the FY 2018 Career and Technical Education Performance Audit. The Milford School District was evaluated according to the criteria set forth in the engagement and found to be compliant in all areas. A copy of the full report can be found at [auditor.delaware.gov](http://auditor.delaware.gov).

**PERSONNEL**

***Personnel Report***

**RECOMMEND FOR EMPLOYMENT\***

OGLE, Nicole

Central Academy – Child Nutrition Worker (6 hrs.)

Effective: December 18, 2018

KENT, Jenna

High School – Part-Time Educational Support Paraprofessional (27.5 hrs.)

Effective: January 2, 2019

RECOMMEND FOR EMPLOYMENT – TEMPORARY CONTRACT\*

LOVENGUTH, Amber

District – Speech Language Pathologist (10 mo.)

Effective: January 22, 2019

GIBBS, Kayleigh

Morris – Kindergarten Teacher

Effective: January 2, 2019

CARPENTER, Jason

High School – Special Education Teacher

Effective: January 22, 2018

TRANSFER

CHORMAN, Brittany

Transfer from Morris Full-Time Educational Support Paraprofessional to Morris Full-Time Behavior Support Paraprofessional

Effective: December 18, 2018

NEEMAN, Frank

Transfer from Morris Night Custodian to Landscaping and Groundskeeper

Effective: January 2, 2019

TIMMONS, Chelsea

Transfer from Morris Part-Time Paraprofessional to Morris Full-Time Educational Support Paraprofessional

Effective: December 18, 2018

RESIGNATION

HENRY, Deborah

High School – Spanish Teacher

Effective: December 20, 2018

Service to MSD: 4 months

CHRISTIE, Lauren

Morris – Kindergarten Teacher

Effective: January 18, 2019

Service to MSD: 5 months

ROHLS, Brittnee

Morris – Kindergarten Teacher

Effective: January 18, 2019

Service to MSD: 3 ½ years

MURPHY, Rose  
Ross – Child Nutrition (3 hrs.)  
Effective: December 21, 2018  
Service to MSD: 2 months

JONES, Kyle  
Morris – Part-Time Paraprofessional (27.5 hrs.)  
Effective: December 14, 2018  
Service to MSD: 1 year

AMEND RESIGNATION DATE

SALTIEL, John  
Effective: November 26, 2018 (from November 30, 2018)

AMEND TRANSFER DATE

NICHOLS, Kim  
Effective: January 2, 2019 (from January 2, 2018)

RETIREMENT

HILLIGOSS, Katrina  
High School – Math Teacher  
Effective: June 30, 2019  
Service to MSD: 27 years

LINGO, Jay  
Ross – School Counselor  
Effective: June 30, 2019  
Service to MSD: 30 years

LEAVE OF ABSENCE

GONZALEZ-SOTO, Marli  
Banneker – P/T Paraprofessional  
Effective: December 12, 2018 and ending January 11, 2019

RESCIND EMPLOYMENT – 2018-2019 LIMITED CONTRACTS FOR PERSONAL SERVICES\*

Central (21B)	Basketball, Boys Coach, Asst.	Dukes, Jaron (21B) Hazzard, Troy
High	Basletball, Boys Coach, Asst.	Jones, Kyle

RECOMMEND EMPLOYMENT – 2018-2019 LIMITED CONTRACTS FOR PERSONAL SERVICES\*

Central	Basketball, Boys Coach, Asst.	Dukes, Jaron (21B)
Central	Basketball, Boys Volunteer	Sivels, Jawon (21B)
High	Tennis, Boys Coach, Head	Worley, Keegan
High	Unified Basketball, Volunteer	Rill, Aaron
High	Basketball, Boys Volunteer	Savage, Mike (21B) Helmick, Patrick (21B) Green, Jay (21B)

High	Lacrosse, Girls Coach, Head JV	Frampton, Amanda
High	Lacrosse, Girls Coach, Asst. JV	McMillan, Leslie

RECOMMEND EMPLOYMENT – READING TUTORS

Morris	Caldwell, Laura
Mispiration	Savage, Ella; Lau, Debbie
Banneker	McGraw, Mary Ellen
Ross	Vincent, Diana

\*Employment at Milford School District is contingent upon employment verification, education and other credential verifications, the receipt of satisfactory criminal background and child protection registry checks, and adherence to Milford School District policies.

**MOTION MADE BY MRS. PURCELL/SECONDED BY MRS. DENNEHY** that the Board approve the Personnel Report as written. **Motion carried unanimously.**

**MOTION MADE BY MRS. DENNEHY/SECONDED BY MRS. PURCELL** that the Board approve the Administrator Contracts. **Motion carried unanimously.**

***Board Policy 4227 Use of Force***

**MOTION MADE BY MR. VEZMAR/SECONDED BY MR. MILLER** to approve Board Policy 4227 Use of Force. **Motion carried unanimously.**

***Board Policy 4308 Salary Schedule: Substitutes***

**MOTION MADE BY MR. EVANS/SECONDED BY MR. SCHELHOUSE** to approve Board Policy 4308 Salary Schedule: Substitutes. **Motion carried unanimously.**

***Board Policy 4110 Reduction in Force***

**MOTION MADE BY MRS. DENNEHY/SECONDED BY MR. SCHELHOUSE** to delete Board Policy 4110 Reduction in Force. **Motion carried unanimously.**

***Board Policy 4102 Employment Procedures: Certified and Non-Certified Personnel***

***Board Policy 4103 Employment Procedures: Administrators, Paraprofessionals***

***Board Policy 4104 Employment Procedures: Teacher Assistants***

***Board Policy 4105 Employment Procedures: Custodians***

***Board Policy 4106 Employment Procedures: Child Nutrition Services***

***Board Policy 4107 Employment Procedures: Secretaries***

***Board Policy 4108 Employment Procedures: Teacher***

Dr. Peel submitted the first read of Board Policy 4102 Employment Procedures: Certified and Non-Certified Personnel, Board Policy 4103 Employment Procedures, Board Policy 4104 Employment Procedures: Teacher Assistants, Board Policy 4105 Employment Procedures: Custodians, Board Policy 4106 Employment Procedures: Child Nutrition Services, Board Policy 4107 Employment Procedures: Secretaries, and Board Policy 4108 Employment Procedures: Teacher.

## **INSTRUCTION AND STUDENT PROGRAMS**

### **Director of Student Learning**

#### ***2019-2020 School Year Calendar***

Dr. Amory submitted a draft of the 2019-2020 district calendar. She recognized the staff members serving on the committee: Judy Purcell, Board Member; Tina Hilligoss, MHS; Trish Davis, MCA; Ann Mahan, Ross; Rebecca Evans Keesler, Mispillion; Rita Frost, Banneker; Ericka Allen, Morris; Duvenal Louis, Banneker; Bill Webb, District; Laurel Pastor, MCA; Seth Buford, MEA; and Denise Heimbaugh, Ross.

#### ***ELA Curriculum Resources***

Dr. Amory reported the district is currently in year six of the elementary resource and year eight for the secondary resource. Discussions for a curriculum review process for English Language Arts K-12 curriculum started in September. Selections have been narrowed down and vendors will be bringing formal presentations on January 7, 2019.

## **ADMINISTRATIVE SERVICES**

### ***Banneker Elementary Phone System Upgrade***

**MOTION MADE BY MR. EVANS/SECONDED BY MRS. DENNEHY** to purchase, if needed, a new phone system for Banneker Elementary. **Motion carried unanimously.** Dr. Stevenson noted minor cap money cannot be used for the phone system per state code.

### ***Milford Middle School Evaluation***

**MOTION MADE BY MR. MILLER/SECONDED BY MR. VEZMAR** to approve the recommendation of the bid evaluation committee to approve Tetra Tech to complete the Feasibility Study for the Milford Middle School (Lakeview Property) contingent upon the district's ability to confirm responsiveness from said vendor. **Motion carried unanimously.**

### ***Elementary School Enrollment and Boundary Lines***

Dr. Dickerson shared present and 2019-2020 projected school enrollments. Dr. Dickerson stated the boundary lines for the elementary schools will be analyzed following a student growth study by the University of Delaware.

## **ADJOURNMENT**

**MOTION MADE BY MRS. PURCELL/SECONDED BY MRS. DENNEHY** that the Regular Meeting of the Milford Board of Education held on Monday, December 17, 2018 adjourn at 9:00 PM.

**Motion carried unanimously.**

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Kevin Dickerson, Executive Secretary

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Edna Rust, Recording Secretary