MILFORD SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING – JULY 13, 2015
MILFORD ANNEX BUILDING

Board Members Present	Admin. Present	Public	Public
Mr. Schelhouse – President	Mrs. Croce	J. Darling	P. Mills
Mrs. Wiley – Vice President	Dr. Walmsley	R. Walls	S. Snyder
Mrs. Dennehy	Dr. Henderson	C. Webb	D. Bradley
Mr. H. Emory	Mrs. Manges	D. Vezmar	K. Vezmar
Mr. P. Emory	Dr. Stevenson	S. Frederick	M. Schmidt
Mr. Fry	Mrs. Donahue	S. Strickland	E. Evans
Ms. Kirby	Dr. Green	M. Rosser	M. Taylor
Mr. Rust	Mrs. Collazo	T. Humes	J. Darling
Dr. Kohel, Exec. Secretary	Dr. McDaniel	J. Kalaygian	K. Fitzgerald
	Mr. LoBiondo	K. Zang	M. VanVorst
	Mrs. McKenzie	C. VanVorst	L. Peel
	Dr. Kilgore	M. Azzanesi	H. Metzner
		L. Metzner	P. Ruiz, Sr.
		P. Ruiz	S. Hague
		J. Dickerson	A. Villalobos
		D. Dehel	S. Stutzman
		C. Taylor	D. Henderson
		S. Whaley	E. Rust
		A. Drummond	J. Currie
		L. Hitchens	W. Smith
		J. McDuff	C. Meszanos
		C. Stevenson	M. Schanne

Media: Terry Rogers – Milford Live
L. Anderson – Milford Chronicle

The Regular Meeting of the Milford Board of Education was called to order by President Schelhouse at 5:35 p.m. on Monday evening, July 13, 2015, in the multimedia room at Milford Annex Building.

ROLL CALL

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

During the course of this meeting, the Milford Board of Education may enter into Executive Session to consider student disciplinary cases, personnel matters, or strategy with respect to collective bargaining or pending or potential litigation, pursuant to 29 Delaware Code, Section 10004.

MOTION MADE BY MR. RUST/SECONDED BY MR. H. EMORY to adjourn into Executive Session at 5:35 p.m.

Motion carried unanimously.

MOTION MADE BY MR. P. EMORY/SECONDED BY MR. RUST to come out of Executive Session at 7:05 p.m.

INTRODUCTION OF VISITORS

PLEDGE OF ALLEGIANCE

Mr. Schelhouse presented Mr. Schanne a plaque for years of dedicated service to the Milford School District Board of Education.

APPROVAL OF MINUTES

MOTION MADE BY MR. P. EMORY/SECONDED BY MRS. WILEY that the Board approve the following minutes of the previous meeting.

Regular Meeting June 22, 2015.

Motion carried unanimously.

CHANGES AND ADDITION TO THE AGENDA

Additions: Parent to address the Board; 10 Superintendent – C & D; 11. Personnel

Melanie Rousser, parent and President of the MHS Wrestling Boosters, spoke positively regarding the wrestlers and their dedication to the program. She thanked Luke Pierson and Quinn Abbott for supporting the students during the wrestling camps while not having a Head Wrestling Coach. Events are planned for fund raisers. She was requesting direction from the Board for these students.

Alvontae Drummond, previous alumni of MHS and State Champion, spoke on behalf of the wrestling squad and their accomplishments and dedication.

ACHIEVEMENTS AND ACCOMPLISHMENTS

CORRESPONDENCE

Rowland George sent a thank you letter for allowing the use of MHS facilities for the Tricia Martin Scholarship Tournament.

CERTIFICATE OF ELECTION AND OATH OF OFFICE

School Board President Mr. Schelhouse administered the Oath of Office (14 Del. Code, § 1053) to Yvette Dennehy, At-Large, five-year term.

TEMPORARY CHAIRPERSON

President appointed Dr. Phyllis Kohel as Chairperson of new board (to take over after 2014-2015 board is adjourned).

ADJOURNMENT OF 2014-2015 BOARD

MOTION MADE BY MR. P. EMORY /SECONDED BY MS. KIRBY that the 2014-2015 Milford Board of Education adjourn sine die.

Motion carried unanimously.

REORGANIZATION MEETING AGENDA
2015-2016 MILFORD BOARD OF EDUCATION

CALL TO ORDER by Dr. Kohel, Chairperson.

ELECTION OF PRESIDENT

MS. KIRBY NOMINATED MRS. WILEY FOR THE OFFICE OF PRESIDENT.

MOTION MADE BY MR. P. EMORY/SECONDED BY MR. H. EMORY that nomination for the office of President is closed.

Mrs. Wiley was declared President of the Milford Board of Education for the 2015-2016 year by unanimous vote.

MRS. WILEY ASSUMED THE OFFICE OF PRESIDENT.

ELECTION OF VICE PRESIDENT

MRS. DENNEHY NOMINATED MR. FRY FOR THE OFFICE OF VICE PRESIDENT.

MOTION MADE BY MR. P. EMORY/SECONDED BY MR. H. EMORY that nomination for the office of Vice President is closed.

Mr. Fry was declared Vice President for the Milford Board of Education for the 2015-2016 year by unanimous vote.

EXECUTIVE SECRETARY

President Wiley, On Behalf of the Board, Designates Dr. Kohel, Superintendent, as Executive Secretary of The Milford Board of Education for 2015-2016 School Year.

Establishment of Schedule or Regular Meeting Dates and Time for 2015-2016

There was discussion regarding City Council Members wanting to attend Board Meetings; but, could not because their meetings are held every other Monday evening. It was suggested the Board change their meeting night. This will looked into.

MOTION MADE BY MR. FRY/SECONDED BY MR. H. EMORY to table the Establishment of Schedule and Regular Meeting Dates and Time for 2015-2016.

The next Board meeting will be held on Monday, August 24, 2015 at 7 PM.

SUPERINTENDENT REPORTS

Resolution from DSEA

New Castle County Vo-Tech Board of Education has drafted a Time to Teach, Time to Learn Draft School Board Resolution End the Overuse and Misuse of Standardized Testing. This resolution has been sent to all of the local legislators.

MOTION MADE BY MR. H. EMORY/SECONDED BY MR. FRY that the Board approve the Resolution from DSEA. (See page of minutes)

Motion carried unanimously.

Modular Classrooms

Dr. Kohel reported we would be getting 2 Modular Classrooms- one for Central Academy and one for Ross Elementary. This will allow all the first grade students to remain at Ross Elementary. The State of Delaware entered the $230,000 cost in the Bond Bill and will split the cost 70/30 with us. We have the option to spread the cost over a few years. Our portion will be $69,000. Thank you to Representatives Harvey Kenton and Dave Wilson for all their support of the Milford School District.

Board Policy Amendments

MOTION MADE BY MR. P. EMORY/SECONDED BY MR. FRY to table Facilities Management Board Policy 3101 until more information was provided regarding the change to charge for the fields. The Policy change was requesting to charge a minimum of $100 for the field maintenance. This fee would help absorb the cost of the painting and clean-up of the fields. Mrs. Dennehy asked where this money would go. The money would go to the Athletic Budget.

Motion carried unanimously.

MOTION MADE BY MR. FRY/SECONDED BY MR. H. EMORY to approve Salary Schedule: Substitutes Board Policy 4308. (See page of minutes)

Motion carried unanimously.

PERSONNEL

Personnel Reports

RIF
Board Only Enclosure

FMLA
2016-01
2016-02

RECOMMEND FOR EMPLOYMENT – ADMINISTRATIVE CONTRACT

MOORMAN, Travis
Central Office – Director of Secondary Schools with one-year contract ending June 30, 2016
Effective: July 1, 2015

RECOMMEND FOR EMPLOYMENT
SIMON, John
High School – Nigh Custodian
Effective: July 13, 2015

GRIFFIN, Joshua
Technology – Workstation Technicia
Effective: July 14, 2015

BLANCHARD, Sonid
Banneker – F/T World Language Paraeducator
Effective: August 25, 2015

HELMICK, Patrick
High School – F/T Discipline Paraeducator
Effective: August 25, 2015

TIJERINO, Melida
High School – F/T World Language Paraeducator
Effective: August 25, 2015

WILLIAMS, Lourdes
Mispillion – F/T World Language Paraeducator
Effective: August 25, 2015

TRANSFER
RETZLAFF, Diane
Transfer from Banneker F/T Paraeducator to Morris F/T Paraeducator
Effective: August 25, 2016

SNYDER, Shawn
Transfer from HS Curriculum Specialist 11 mo. To HS Teacher Leader Intern 12 mo.
Effective: July 2015

STRECK, Michael
Transfer from HS Special Education Teacher to HS Technology Education Teacher
Effective: August 25, 2015

RECOMMEND FOR EMPLOYMENT – PROFESSIONAL CONTRACT
DONALDSON, Rachel
High School – Special Ed LEAP/Transition Coordinator (11 month)
Effective: August 19, 2015
Bachelor's Degree: University of Delaware
Master's Degree: Wilmington University
Years of Experience: 6

SHAW, Deanna
High School – English Teacher
Effective: August 19, 2015
Bachelor's Degree: University of Pittsburgh
Master's Degree: Saint Vincent College
Years of Experience: 3

PEPPER, Rebecca
Central Academy – Social Studies Teacher
Effective: August 19, 2015
Bachelor's Degree – University of Delaware
Years of Experience: 0

LEGG, Jennifer
Morris – Special Education/PreK Teacher
Effective: August 19, 2015
Bachelor's Degree: Wilmington University
Years of Experience: 0

ROHLS, Brittnee
Morris – Special Education/Kindergarten Teacher
Effective: August 19, 2015
Bachelor's Degree: Ashford University
Master's Degree: University of North Dakota
Years of Experience: 0

MCKEE, Marcy
Central Academy – Physical Education/Health Teacher
Effective: August 19, 2015
Bachelor's Degree: Methodist University
Years of Experience: 2

RESIGNATION
MAHETTA, Christine
Central Office – Financial Secretary
Effective: July 11, 2015
Years of Service to MSD: 3

RECOMMEND FOR EMPLOYMENT – PROFESSIONAL CONTRACT (15-16 SY)

Central	Advisor, Business Professional of America	Harris, Claudia
Central	Advisor, Honor Society – Central	Harris, Claudia
Central	Data Coach	Parsley, Jesse
Central	Instructional Coach, Expressives	Davis, Andrea
Central	Instructional Coach, Mathematics	Elliott, Michele
Central	Instructional Coach, Science	Woods, Judy
Central	Instructional Coach, Social Studies	Ranney, Natalie
Central	Instructional Coach, Special Education	Whitehead, Mike'
Central	Student Council Advisor	Woods, Judy
High	Advisor, Business Professional of America	Parker, Rose
High	Advisor, Dist. Educ. Clubs of America	Emory, Judy
High	Advisor, Homecoming	Humes, Tanya

High	Advisor, Honor Society	Nauman, Marie/Delaney, Amy
High	Advisor, HS-Student Council	Humes, Tanya
High	Advisor, Junior Class/Prom	Melvin, Nicole (21B)
High	Advisor, Senior Class	Humes, Tanya
High	Band Director	Smith, Christine
High	Instructional Coach, Business	Parker, Rose
High	Instructional Coach, English	Dehel, Dawn
High	Instructional Coach, Foreign Language	Morgan, Cameron
High	Instructional Coach, Math	Nauman, Maire
High	Instructional Coach, Physical & Drivers Ed	Frampton, Amanda
High	Instructional Coach, Science	Duffy, Kelly
High	Instructional Coach, Social Studies	Evans, Veronica
High	Instructional Coach, Technology Ed./Ag	Stahl, Chris
High	Instructional Coach, Visual & Performing Arts	Smith, Christine
High	Theatrical Drama/Musical Director	Meiklejohn, Carissa
High	Theatrical Producer, Fall & Spring	Snyder, Erica
High	Advisor, FFA	Haldeman, Scott/Stahl, Chris/Bruns, Judith

Board Policy 2004 Director of Student Support and Parent/Community Services, PreK-12

MOTION MADE BY MR. P. EMORY/SECONDED BY MR. FRY to approve Board Policy 2004 Director of Student Support and Parent/Community Services, PreK-12. (See page of minutes.)

Motion carried unanimously.

Board Policy 2005

MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MRS. DENNEHY to approve Board Policy 2005 Director of Teaching and Learning, PreK-12. (See page of minutes)

Motion carried unanimously.

INSTRUCTION AND STUDENT PROGRAMS

Athletics

Mr. Tkach sent a report for Dr. Kohel to read. He did ask the Board to reconsider the decision to hire an Athletic Trainer. DIAA requires an athletic trainer to cover certain sports, not practices. An administrator is required to attend the games as well. The Board decided to assess the situation for this year.

BUSINESS

Revenue and Expenditure Reports

MOTION MADE BY MR. P. EMORY/SECONDED BY MR. FRY to approve the Revenue and Expenditure reports as of June 30, 2015. (See page of minutes.)

Motion carried unanimously.

Board Policy 3406 District Owned Vehicle Assignment and Usage, Mileage Rate for Privately Owned Vehicles

MOTION MADE BY H. EMORY/SECONDED BY MRS. DENNEHY to approve Board Policy 3406 District Owned Vehicle Assignment and Usage, Mileage Rate for Privately Owned Vehicles. (See page of minutes)

Motion carried unanimously.

ADMINISTRATIVE SERVICES

Buildings, Ground, and Operations

High School Painting

Dr. Stevenson was asking for the hallways, doors and lockers from the faculty lounge forward to be painted in the high school. A maroon stripe and gold stripe will be painted on the walls as well. Mrs. Dennehy asked why the maintenance and custodial crew could not paint the high school walls as she thought this was a lot of money. There are other jobs that need to be done this summer and the men would not have time to complete this job. The men have painted an awning at Morris and a classroom in the high school. The painting will be paid from Minor Cap funds which are for repairs and replacements for the items in the buildings.

MOTION MADE BY MR. SCHELHOUSE/SECONDED MR. RUST to approve Robert T. Turner the painting of the High School walls at a cost of $22,700.00. (See page of minutes)

Motion carried unanimously.

Morris 5th Boiler Replacement

MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MR. P. EMORY to approve J.C. Eisenbrey & Son LLC to remove and replace the 5th boiler at Morris Early Childhood Center at a cost of $10,683.00. (See page of minutes)

Motion carried unanimously.

Ross Compressor Replacement

MOTION MADE BY MR. RUST/SECONDED BY MR. FRY to approve McFoy to replace the compressor at Ross Elementary at a cost of $13,362.00. (See page of minutes)

Motion carried unanimously.

Technology

Mr. Whaley reported there were 52 new tickets last month; currently there are 47 open tickets. Several other summer projects have been a priority.

Two of the three Exchange Office 365 Migration services have been decommissioned.

July 14th is the end of life for Server 2003. No issues have been reported to date. January 12th is the end of support for Internet Explorer versions 9 and 10. The technicians will start upgrading individuals and plan to upgrade entire buildings with the goal being to have everything upgraded before winter break.

A meeting was held about setting up authentication for students to log in to Schoology with same username and password to the computers in the building.

Summer projects include: New base images have been created and copied to each school. All workstations have been taken outside and had the dust blown out of them. The group is working on reconnecting everything. Student desktops/laptops are being reimaged for Office 2013. The faculty are not being reimaged unless necessary. Office 2013 and Smart Notebook 14 will be installed through bundles created.

Domain Controllers are being consolidated. Currently, each site has a domain controller. The goal is to have one domain controller at the High School/Central Academy campus and one at DTI in Dover. Removing the domain controllers from the schools will reduce energy consumption and noise in the server rooms. This will also reduce the amount of hardware that could potentially fail.

Dr. Stevenson stated Representative Kenton informed him that starting September 1, 2015, US113 will be single lane for about 3 months due to road repairs. Mr. Walters will be informed for the bus routes. The parking lots by the auditorium are being installed and are being paid for by DelDot in conjunction with the Safe Routes to School.

Mr. Pat Emory acknowledged Mr. Schanne for his dedication to the Milford School Board.

Mr. Hunter Emory thanked Mrs. Rousser and Mr. Drummond for their presentations to the Board.

ADJOURNMENT

MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MS. KIRBY that the Regular Meeting of the Milford Board of Education held on Monday, July 13, 2015, is adjourned at 8:30 PM.

Motion carried unanimously.

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Phyllis Kohel, Executive Secretary Edna Rust, Recording Secretary