

MILFORD SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING – DECEMBER 21, 2015
MILFORD ANNEX BUILDING

Board Members Present

Mrs. Wiley – President
Mr. Fry – Vice President
Mrs. Dennehy
Mr. H. Emory - Absent
Mr. P. Emory
Ms. Kirby
Mr. Rust
Mr. Schelhouse
Dr. Kohel, Exec. Secretary

Admin. Present

Mrs. Croce
Dr. Walmsley
Dr. Dickerson
Dr. Amory
Mrs. Manges
Dr. Stevenson
Mrs. McKenzie
Mrs. Wallace
Dr. Green
Mrs. Alfaro
Dr. Kilgore
Dr. Conaway
Mrs. Harrison

Public

C. Warrington
S. Whaley
K. DiCostanzo
R. Winkleblech
E. Manna
J. Antonik
D. Kemmerlin
T. Mason
J. Bruns
E. Rust

Media:

Terry Rogers, Milford Live

The Regular Meeting of the Milford Board of Education was called to order by President Wiley at 5:03 p.m. on Monday evening, December 21, 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. FRY/SECONDED BY MR. RUST to adjourn into Executive Session at 5:04 p.m.

Motion carried unanimously.

Mrs. Wiley went home ill and Mr. Fry took over the meeting at 7PM.

MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MR. P. EMORY to come out of Executive Session at 7:00 p.m.

INTRODUCTION OF VISITORS

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MRS. DENNEHY that the Board approve the following minutes of the previous meeting.

Regular Meeting November 16, 2015.

Motion carried unanimously.

CHANGES AND ADDITIONS TO THE AGENDA

Superintendent Reports: 10L. Dress Code, 11A. Personnel, and 13B. Business

ACHIEVEMENTS AND ACCOMPLISHMENTS

Ross Elementary

Ross students gained knowledge about Veteran's Day while studying the following with Mrs. Shockley during computer technology: the history of Veteran's Day, how it got its name, how war is tied to Veteran's Day and the difference between Veteran's Day and Memorial Day. They did this through a variety of reading comprehension activities with the culmination activity of writing notes and creating cards for our local veterans which were delivered to the local Veteran's Home by Mrs. Shockley.

Michelle Harris, Ross Elementary teacher, received a \$500 Grant, Incubation and Embryology Project, from Delaware Retired School Personnel Association.

Ross held their Annual Family Night on November 12th. The theme was Game Night; more than 500 attended a fun and educational evening!

Ross students participated in DE Special Olympics Basketball Competition on November 17th.

Athlete	Partner	Place / Score
Rosemary Arreaga Roblero	Kayla Peffley	4 th Place Ribbon
James Jones	Aires Lawson	Silver Medal
Chrislandie Joseph	Eve Sekscinski	Bronze Medal
Katie Shaffer	Natalee Petty	1 st Place MATP Medal
	Chase Maull	Participation Award (Absent Partner)
Avery Smith	Ryan Mejia	Gold Medal
Darren Pace	Jared Wright	Bronze Medal
	Hunter Voshell	Participation Award (Absent Partner)
Vincent Jenkins	Desmond Aladuge	Gold Medal
Jose Garcia Maldonado	Matthew Sacks	Gold Medal
Ava Voshell	Catherine Moralez	Young Athlete Participation Medal
John Florestal	Jake Dee	Young Athlete Participation Medal
Olga Lopez	Haylee Reeder	Young Athlete

		Participation Medal
Ny'Caria White	Meadow Tesoro	Young Athlete Participation Medal
Deshawn Piper	Andy Ramon Velazquez	Silver Medal
Jerry Garcia Maldanando	Nick Colona	5 th Place Ribbon
Josh Wertz	Daniel Cusick	5 th Place Ribbon
Wade Wilkerson	Jay Schofield	Young Athlete Participation Medal
Trevor Moore	Hayden Giuttari	4 th Place Ribbon
Liberty Miller	Abby Lincoln	Gold Medal
Tairen Quail-Marker	Orrin Sharp	Young Athlete Participation Medal

Senator Gary Simpson assisted with serving Thanksgiving Lunch to Ross students.

As part of the PBS rewards and incentives Ross Elementary received a visit from “Omega Man” who presented information on good citizenship and bullying.

Student Council and Honor Society Students, along with the Ross PTP, sponsored a food drive and were able to provide turkeys and boxes of food for Thanksgiving Dinner to 33 Ross families in need.

Ross Elementary National Honor Society and Student Council members participated in “Bell Ringing” for the Salvation Army on December 10th outside Redner’s Market. Students included: Natalee Petty, Student Council; Hayden Giutarri, Honor Society; Jonah Parisi, Student Council; Eve Sekscinski, Miracle Conde, Aries Lawson, and Briar Webb. Mr. Jay Lingo, National Elementary Honor Society Advisor and Mrs. JoAnn Baird, Student Council Advisor organize the students for this worthy cause annually.

Ross Elementary and Morris Early Childhood recognized for PBS Programs

Ross Elementary was recognized for receiving Phase II for their PBS Program and Morris Early Childhood Center for receiving Phase I by Mr. Craig Warrington.

Milford Central Academy awarded Delaware Division of the Arts Award

Delaware Division of the Arts awarded MCA a Grant for transportation to P.S. Dupont Middle School.

Banneker Elementary

Banneker’s Spelling Bee Champion is 4th grader Cate Marshall. Second place winner is 4th grader Stanley Paul.

Milford High School

Milford FFA Agronomy Career Development Team members Summer Arthurs, Joshua Messick, Megan Stevenson, and Bryce Warren brought home the Bronze emblem from the 88th National FFA Convention & Expo in Louisville, KY. The team is led by Mr. Scott Haldeman.

Elizabeth Waganhoffer, JDG Career Placement Advisor, sent notification of Milford High School graduates accomplishments. Angelica Carlisle (2014 graduate) is a full-time student at DE Tech majoring in Human Services and works full-time at the Harrington Casino in the buffet. Wendy Augustin (2014 graduate) continues to work full-time at McDonalds in Milford and at the Harrington Casino buffet. Michael Kane (previous student) is employed full-time by Chicks Farm and Feed Supply and is working towards a CDL license as this will make him more marketable and help him advance as a driver with Chicks. We are very fortunate to have established partnerships with communities, colleges, military recruiters and numerous businesses for our students.

SUPERINTENDENT REPORTS

Newsletters Presented for Information

Suicide Prevention Board Policy 5418

MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MR. P. EMORY to approve Suicide Prevention Board Policy 5418. Each school has a crisis team in place. (See page 75 of minutes)

Motion carried unanimously.

Change Number of Board Seats

Senate Bill No. 501 requires a minimum of 5 members to be on a School Board. Senator Gary Simpson will sponsor Milford School District to reduce the number of Board Members from 8 to 7. This will leave one member for Areas A, B, C, D and three At-Large.

MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MR. P. EMORY to move forward with Senator Simpson sponsoring the request to reduce the number of Board Seats.

Motion carried unanimously.

Smarter Balance/SAT

Dr. Kohel informed everyone the State of Delaware wants to replace the Smarter Balance test for juniors with the SAT test.

Delaware School Success Framework

This will provide public information with regards to the ranking of all the schools in the State and is hoping to be released in February.

Community Meeting to Gather Input on the Old Milford Middle School

Dr. Kohel attended a meeting in December with City Council to get Planning Committee approval on the sub division of the Milford Middle School land. On January 25th, she will be requesting approval from City Council. Wednesday, February 10th, at 6:30PM is the date set for a public meeting.

Dress Code

Dr. Kohel requested each school to form a committee and have a meeting to get some suggested changes to the current dress code. The changes were presented and will have further discussion before changing the policy.

PERSONNEL

Personnel Reports

Dr. Paul Walmsley presented the following Personnel information.

RECOMMEND FOR EMPLOYMENT – TEMPORARY CONTRACT

MOORE, Faith
Mispillion – Grade 1 Teacher
Effective: November 24, 2015 and ending June 30, 2016
Bachelor's Degree: Frostburg State University
Master's Degree: University of Delaware
Years of Experience: 15

RESIGNATION

HERD, Kathryn
Mispillion – Grade 1 Teacher
Effective: November 29, 2015
Years of Service to MSD: 3

LOVENGUTH, Amber
Morris – Speech/Language Pathologist
Effective: January 22, 2016
Years of Service to MSD: 4 1/2

TRANSFER

BAIN, Bruce
Transfer from High School P/T Paraeducator (27.5 hrs.) to Banneker P/T Paraeducator (27.5 hrs.)
Effective: November 17, 2015

RETIREMENT

SOMMERFIELD, Sandy
Banneker – Speech Therapist
Effective: July 31, 2016
Years of Service to MSD: 35

FMLA

Board Only

RESCIND EMPLOYMENT – LIMITED CONTRACTS FOR PERSONAL SERVICES

Central	Basketball, Girls Coach, Asst.	Sudler, Marion (21B)
Mispillion	Instructional Coach, Grade 4	Norris, Elaine (2 nd half of year)

RECOMMEND EMPLOYMENT – PROFESSIONAL CONTRACT

Central	Basketball, Girls Coach, Asst.	Curry, Mitchell (21B)
Central	Wrestling, Volunteer	Newsome, Wayne
Central	Wrestling, Asst. Coach	Mills, Paul (21B)
High	Basketball Boys Coach, Asst.	Jones, Kyle (21B)
High	Basketball Girls Coach, Head	White, Leona
High	Theatrical Lighting	Boyd, Bryan
High	Advisor, Varsity Club	Deeney, Ryan (21B)/Jones, Kyle (21B)
High	Boys Basketball, Volunteer	Helmick, Patrick (21B)/Shorts, Lamarr
High	Wrestling, Volunteer	Parsley, Jesse/Lovett, Bard (21B)/ Abbott, Quinn (21B)
High	Cheerleading Coach – Basketball	Lewis, Courtney (21B)
High	Cheerleading Coach – Football	Lewis, Courtney (21B)
High	Basketball Boys Coach, Head	Spath, Robert
High	Track Coach, Head	Spath, Robert
High	Softball, Girls Coach, Head	Brennan, Sean

ADMINISTRATIVE CONTRACTS

Recommend extension of one-year or two-year rollover contracts beginning July 1, 2016 and non-renewal effective June 30, 2016 for district administrators as specified on Board Only Enclosure. Administrative salaries are subject to change if required by legislative action to balance the state budget.

MOTION MADE BY MR. P. EMORY/SECONDED BY MR. SCHELHOUSE to approve the Personnel Report.

Motion carried unanimously.

Board Policy 4214 The Conduct of Termination Proceedings

MOTION MADE BY MR. RUST/SECONDED BY MRS. DENNEHY to approve amending Board Policy 4214 The Conduct of Termination Proceedings. (See page 76 of minutes)

Motion carried unanimously.

Board Policy 4201 Reporting Employee Absences

Dr. Walmsley presented the 1st reading of Board Policy 4201 Report Employee Absences.

INSTRUCTION AND STUDENT PROGRAMS

Director of Secondary Education

Dr. Kevin Dickerson reported the following Secondary information:

DOE will publish assessment inventory of common school, district and state related assessments across our district's grade levels and will convene a committee to review assessment inventory results with a premise to reduce testing and preserve instructional time. He expressed appreciation to the good work of Mrs. Renae Worley and Mrs. Holly Hermstedt for preparing a comprehensive list for our district and school teams to review.

Milford High School submitted two CTE programs of study proposals to the state for possible new student pathways in Allied Health and Computer Science CTE programs. MHS was awarded \$30,950 to begin these programs if the proposals are approved. In addition, Milford Central Academy began offering students a Technology-related exploratory course.

MHS was engaged in a successful DOE Common Core site visit on December 1. The good work of our students, entire MHS staff and administration in preparation for and during this visit was appreciated. DOE commented on a good learning environment being evident within the classrooms as well as excellent work being done around instruction, student supports and student learning. Future accommodations and recommendations will be received—feedback will benefit MHS.

We had a team of administrators, districtwide, participated in a successful performance review discussion with DOE on December 8th; where we had the opportunity to share areas of emphasis and progress within the educational services provided by our schools and district. We had lots of positives, as well as areas which we strive to progress within, to share with the DOE team.

The MHS Kelly Tyrell Gill Nigh of the Arts showcased the various visual and performing arts talents of our MHS students, and was an excellent event for the school-community. Thank you to Mrs. Smith, Ms. Skerrett and Mrs. Richards. In addition, MHS students and teachers were great in interacting with and leading activities for Morris students during Santa's Workshop. The recent MCA Band and Chorus event was standing room only in the MCA Gym and was a phenomenal performance by the band and chorus programs presented by Mr. Smith and Ms. Sunnergren. The Milford Invitational was a big success. In addition, over the past month or so excellent events, student successes and involvement, and good teaching/leadership has been witnessed throughout all our schools.

Directory of Elementary Education

Dr. Bridget Amory reported the following Elementary updates:

Banneker Elementary School's 3rd grade team recently had a visit from the Delaware Department of Education to learn more about their strategies and approach to closing achievement gaps. The Department of Education commended Benjamin Banneker Elementary School for their performance and was eager to learn more about the strategies they have incorporated.

Morris Early Childhood Center recently opened a food bank to assist in servicing families that live in proximity to the school. If anyone is interested in learning more, please contact Morris Early Childhood Center at 302-422-1650.

Our district calendar committee has been established and has been busy working on developing drafts of the academic calendar for the upcoming 2016 -2017 school year. The draft calendar is currently undergoing feedback and is being revised based upon the feedback. The committee is hopeful to bring a final draft to the board in January.

Elementary PLC meetings are underway with two of our four scheduled cross elementary building PLC meetings completed for the year. The most recent cross elementary PLC meeting included a review of our Smarter Balance data to help determine next steps in our curriculum revision and delivery of instruction. Morris continues to utilize their PLC time to focus on math strategies and Number Talks.

Our district has begun exploring Immersion for possible implementation. Delaware Department of Education funded a trip for two of our administrators to visit model immersion programs in Utah. The administrators brought the information back to the district and has begun researching and visiting Delaware models. A handout on the benefits of immersion and next steps in immersion were shared with the school board.

We have established our Gifted and Talented committee to begin developing our district plan which is currently due at the end of June 2016 with implementation due August 2017. The initial meeting examined our past, current, and future practices with committee members tasked with researching and being prepared to share best practices in gifted and talented at our next meeting in January.

Milford Parent Advisory Council (MPAC) was revitalized in the fall and is scheduled to reconvene on January 5th at Banneker Elementary School beginning at 6:00 p.m. School Psychologist, Eileen Baker, will be present at the January meeting to assist with parenting strategies.

Directory of Special Education

Mrs. Laura Manges reported the following information:

Districts are obligated to review IDEA Annual Performance Indicators 9 & 10. These indicators identify disproportionate representation of racial and ethnic groups in special education and related services and in specific disability categories. Milford School District triggered for a verification review in the categories of African American Male/Learning Disabled and Caucasian/Speech. The District conducted a compliance self-review in the areas of Child Find, Evaluation, and Eligibility Practices to ensure that all policies and procedures, in accordance with DE Admin Code, were followed, and no inappropriate identification occurred.

MSD also was required to conduct a self- assessment for Annual Performance Indicator 13. Indicator 13 calculates the percent of youth aged 14 and above with an IEP that includes appropriate measurable postsecondary goals that are annually updated, and based upon an age appropriate transition assessment, transition services, including courses of study, that will reasonably enable the student to meet postsecondary goals, and annual IEP goals related to the students transition service needs. The team at MCA completed 60 Indicator 13 Self Assessments and MHS completed 133 Self Assessments. Meetings were convened at both MHS and MCA, where revisions were required. 193 surveys were all submitted with 100% compliance.

Field Trip Approval for Central Academy FFA

MOTION MADE BY MR. SCHELHOUSE/SECONDED BY MR. P. EMORY to approve the Field Trip request for Central Academy FFA. (See page 77 of minutes)

Motion carried unanimously.

Athletics

Mr. Winkleblech recognized the Fall All-Conference and All-State Athletes including the Fall Sports Academic All-Conference students.

2015 MHS Female Fall Sports All-Conference Selections: **Volleyball**- Madison Rogers – 1st Team; Genesis Chamberlayne – 2nd Team; Deanna Maloney – Honorable Mention. **Field Hockey**-Rajene Bowe – 1st Team Offense; Darby Brennan – 1st Team Midfield; Katelyn Melvin – 1st Team Defense; Megan Fry – 2nd Team Offense; Hayden Shockley – 2nd Team Midfield; Margaret Sollie – 2nd Team Defense; Daphne Leighty –

Honorable Mention. **Cross Country** – Deja Rodriguez-Santiago – 1st Team; Rajene Bowe – 1st Team; Emily Holstein – 2nd Team; Tabitha Wojciechowski – Honorable Mention; Bobby Spath – Southern Division Coach of the Year.

2015 MHS Male Fall Sports All-Conference Selections: **Soccer** – Derrick Bogan – 1st Team; Matt Mitzel – 1st Team; Darkenson Berrette – 2nd Team; Ricardo Florestal – 2nd Team; Kyle Strassle – Honorable Mention. **Cross Country** – Janssen Pacarro. **Football** – Shawn Snowden – 1st Team Tight End; Brion Murray – 1st Team Wide Receiver; David Bowman – 1st Team Running Back; Ryan Jones – 1st Team Linebacker; Tyler Norwood – 2nd Team Offensive Tackle; Dominic Hovington – 2nd Team Linebacker; Brion Myrray – 2nd Team Defensive Back; Son Martinez – 2nd Team Defensive Back; Greg Clark – Honorable Mention.

2015 MHS All-State Selections: Shawn Snowden – Football 3rd Team; Darby Brenna – Field Hockey Honorable Mention; Derrick Bogan – Soccer 2nd Team. Ed Evans- Small School Assistant Coach of the Year.

BUSINESS

Revenue and Expenditure Reports

MOTION MADE BY MR. P. EMORY/SECONDED BY MR. SCHELHOUSE to approve the Revenue and Expenditure reports as of November 30, 2015. (See page 78 of minutes)

Motion carried unanimously.

Milford School Construction Final Report FY15

Mrs. Sara Croce presented the State of Delaware Statewide School Districts' Construction Projects Attestation Engagements for Milford School District. (See page 79 of minutes)

ADMINISTRATIVE SERVICES

Buildings, Grounds, and Operations

Dr. Glen Stevenson met with Karen Field-Rogers concerning security in the buildings. The high school cameras need to be updated. He estimated the improvements would be about \$75,000. This money would come out of Minor Cap Funds. There is approximately \$35,000 in this fund leftover from last year that could be used. The high school currently has 42 cameras and he would like to add 5 or 6 more. Prices for Morris and Ross updates were requested.

Technology

Mr. Scott Whaley, Supervisor of Technology reported:

The E-Rate program provides discounts to schools and libraries to obtain telecommunications and Internet Access. E-Rate is broken down in to two categories of funding, Priority 1 and Priority 2. Priority 1 services include Data Transmission Services, Internet Access and Voice Services. Priority 2 services include Internal Connections and Managed Internal Broadband Services.

On July 11, 2014, the E-Rate Modernization Order was adopted. This was the first major change to the E-Rate program since its creation in 1997. The E-Rate Modernization Order placed an emphasis on broadband TO and WITHIN schools. The categories of funding were renamed from Priority 1 and Priority 2 to Category 1 and Category 2 respectively. Category 1 services includes only services that get broadband to the school. Changes to Category 1 services include, phasing out voice services by a 20%

reduction each year and eliminating webhosting as an eligible service. Category 2 services includes the connections within the school or library. Noteworthy changes to Category 2 services include the addition of Basic Maintenance of Internal Connections (maintenance contract) and moving from a highest need model to a distributed model. The highest need model took the available funding and distributed it to schools with the highest discount percentage first. Once funding was gone, that was it. The distributed model guarantees that over five years, each school will be eligible for discounts on \$150 per student.

In order to maximize our usage of E-Rate funding and balancing the burden on the district for our share, I have come up with a four year plan on what projects we will be using the funding for. An overview of that plan is as follows:

- FY17
 - Wireless – Ross, Banneker, Mispillion
 - Uninterruptable Power Supplies(UPSs) – Ross, Banneker, Mispillion
- FY18
 - Wireless – Central Academy, High School
 - UPSs – Central Academy, High School
- FY19
 - Wireless – Morris
 - Cabling – As needed Districtwide
- FY20
 - Cabling – As needed Districtwide
 - Switch Upgrades

We have already started the process to apply for funding for FY17. An RFP has been posted with a closing date of January 19th. Some highlights to the RFP includes a stipulation that the project is contingent on funding from the USAC and that the vendor must agree to the Service Provider Invoicing method. The SPI method for invoicing means the vendor bills us only for our discounted portion of the services. They then bill USAC directly for the remaining amount. Once the RFP closes, the bids will be reviewed and recommendation for award will be made to the board. After selecting a vendor, I will file our Form 471 by the required deadline. The Form 471 is our application to request funding. The USAC will review our application and give us a funding commitment or denial notice by September 1st.

Internet Explorer 11 Update

We are almost fully migrated to Internet Explorer 11. We currently have 60-70 computers that still need to be updated. Close to 50 of those are two laptop carts at two elementary schools that should not take very long to update. I feel we are on track to be fully migrated by the January 12th deadline.

ADJOURNMENT

MOTION MADE BY MR. P. EMORY/SECONDED BY MR. FRY that the Regular Meeting of the Milford Board of Education held on Monday, December 21, 2015, is adjourned at 8:47 PM.

Motion carried unanimously.