



**Delaware City Schools
Board of Education Meeting
October 2, 2023
Regular Meeting
Willis Education Center
6:00pm**

MISSION STATEMENT

The Delaware City Schools will promote a culture of excellence that engages and empowers students and staff to embrace the challenges of our global society. We will build on our traditions, respect our diversity and partner for a strong community.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item, "Public Participation."

- 5:30pm - The District Records Commission
The purpose of the meeting is to review updates to the district retention schedule.

1.0 Opening

1.1. Call to Order and Roll Call

- _____ Ms. McDaniel-Browning (President)
- _____ Mr. Backus (Vice President)
- _____ Mr. Weller
- _____ Mr. Wiener
- _____ Ms. Harris
- _____ Mr. Gitson*

** Denotes Student Board Member*

1.2. Salute the Flag

1.3. Adoption of Agenda

I recommend we adopt this agenda as presented.

Moved by _____ seconded by _____ to adopt this agenda as presented.

- _____ Ms. McDaniel-Browning
- _____ Mr. Backus
- _____ Mr. Weller
- _____ Mr. Wiener
- _____ Ms. Harris
- _____ Mr. Gitson*

1.4. Approve Minutes

With your agenda you have received the minutes of the September 11, 2023 and September 19, 2023 Board meetings.

Moved by _____ seconded by _____ to approve the minutes of the September 11, 2023 and September 19, 2023 Board meetings as presented.

_____ Ms. McDaniel-Browning
_____ Mr. Backus
_____ Mr. Weller
_____ Mr. Wiener
_____ Ms. Harris
_____ Mr. Gitson*

1.5. Recognitions and Presentations

2.0 Reports

2.1. Unions

- A. DCEA
- B. UE
- C. OAPSE

2.2. Legislative

2.3. Facilities

2.4. Treasurer/CFO

2.5. Assistant Superintendent

2.6. Superintendent

2.7. Board Request

2.8. Other

PUBLIC PARTICIPATION

PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public who reside in the District and/or have a connection to the District (defined as: parent/guardian with a student in the District; student in the District; employee of the District; individual who owns a business in the District; and/or an elected/appointed public official who's jurisdiction includes the District), collectively "Stakeholders," to express themselves on school matters of community interest. The Board offers public participation to members of the public who are Stakeholders in accordance with the procedures below. The Board applies these procedures to all speakers, and does not discriminate based on the identity of the speaker, content of the speech, or viewpoint of the speaker.

The Board is also committed to conducting its meetings in a productive and efficient manner that assures that the regular agenda of the Board is completed in a reasonable period of time, honors the voluntary nature of the Board's time and using that time efficiently, and allows for a fair and adequate opportunity for input to be considered. Consequently, public participation at Board meetings will be governed by the following principle:

In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at every regular meeting of the Board and publish rules to govern such participation in Board meetings.

The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business.
- B. Any Stakeholder having a legitimate interest in the actions of the Board may participate during the designated public participation portion(s) of a meeting.
- C. Stakeholders must register their intention to participate in the public participation portion of the meeting upon their arrival at the meeting.
- D. Participants must first be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
- E. Each statement made by a participant shall be limited to five (5) minutes duration, unless extended by the presiding officer.
- F. During the portion of the meeting designated for public participation, no participant may speak more than once on the same topic.
- G. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- H. The presiding officer may:
 1. interrupt, warn, or terminate a participant's session when they make comments that are repetitive and/or comments that constitute a true threat (i.e., statements meant to frighten or intimidate one (1) or more specified persons into believing that they will be seriously harmed by the speaker or someone acting at the speaker's behest);
 2. request any individual to leave the meeting when that person does not observe reasonable decorum or is disruptive to the conduct of the meeting;
 3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the conduct and/or orderly progress of the meeting;
 4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
 5. waive these rules.

The portion of the meeting during which the participation of the public is invited shall be limited to thirty (30) minutes in total, unless extended by a vote of the Board.

3.0 Consent Agenda

3.1. Pupils

A. Approve High School Graduate

1. I recommend the Board approve the following students as a Hayes High School graduate due to completion of all graduation requirements:

Angelo Tomak

B. Approve Overnight Field Trip

1. 6th Grade Camp Nuhop

I recommend the Board approve the 6th Grade Class for an overnight field trip from 3/11/2024 to 3/15/2024 to the Camp Nuhop in Butler, OH as presented.

3.2. Curriculum and Instruction

3.3. Personnel

A. Approve Resignations

1. Classified Staff

Approve and accept the resignation of the following individuals:

Cindy Butts	Bus Driver Transportation	Last Day Worked 9/29/2023
John Goodrich	Custodian Conger	Last Day of Work 10/3/2023
Tonya Grove	Accountant Willis	Last Day of Work 10/13/2023
Billiejo Hajyasin	Educational Assistant-Class II Hayes	Last Day Worked 9/18/2023
Sally Hutchison	Program Assistant I SACC	Last Day Worked 9/18/2023
Tara Kunce	Business Specialist Willis	Last Date of Work 10/6/2023

Natasha Luce	Program Assistant I SACC	Last Day Worked 9/13/2023
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Sarah McDowell	Cook/Cashier Dempsey	Last Day of Work 10/6/2023
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2. Classified Substitute

Approve and accept the resignation of the following individuals:

Jean Messner	Sub Program Assistant SACC	Last Day Worked 8/15/2023
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B. Approve Supplemental Resignations

1. Approve and accept the resignation of the following individuals:

Michelle Howes	Key Club Advisor Hayes	Effective 8/14/2023
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Katherine Scocozzo	Student Council Committee Hayes	Effective 8/14/2023
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C. Approve Employment

1. Certified Staff

Approve certified employment for the 2023-2024 school year specifically conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, licensure, and receipt of other necessary documentation.

Current assignments are as follows:

Anita Mollica	Intervention Specialist St. Marys (1/3 FTE)	*\$18, 645.66 Effective 9/26/2023
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****Prorated amount for the 2023-2024 school year***

2. Classified Staff

Approve classified employment for the 2023-2024 school year specifically conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, receipt of all other necessary documentation and licensure (if applicable).

Current assignments are as follows:

Kassandra Fouts	Program Assistant I SACC	\$13.39 per hour, Step 3 Effective 8/23/2023
Mallory Garrison	Administrative Assistant Dempsey	\$20.55 per hour, Step 9 Effective 10/9/2023
Billiejo Hajyasin	Educational Assistant-Class II Hayes	\$15.07 per hour, Step 1 Effective 9/18/2023
Billiejo Hajyasin	Educational Assistant-Class II Hayes	\$15.07 per hour, Step 1 Effective 9/28/2023
Victoria Keesee	Educational Assistant- Class II Hayes	\$15.07 per hour, Step 1 Effective 9/18/2023
Kathleen Maynard	Educational Assistant-Class I Pre-K Woodward	\$20.07 per hour, Step 10 Effective 10/16/2023
Jean Messner	Program Assistant III SACC	\$14.28 per hour, Step 5 Effective 8/16/2023

3. Classified Substitute for the 2023-2024 School Year

Employ, according to Board approved policy and wage schedules, the following individuals as a classified substitute for the 2023-2024 school year: Administrative Assistant \$14.22/hr., Bus Driver \$16.85/hr., Cook/Cashier \$12.12/hr., Custodian \$15.01/hr., Educational Assistant \$13.16/hr., Library Media Specialist Assistant \$13.16/hr., Nurse \$125.00 a day, Teacher \$125.00 a day, Technology Specialist \$13.16/hr.

Approve employment for the 2023-2024 school year conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, receipt of all other necessary documentation and licensure (if applicable).

Brenda Bailey	Administrative Assistant Educational Assistant Library Media Specialist Assistant Technology Specialist
Peter Beck	Bus Driver
Judith Brink	Educational Assistant Library Media Specialist Assistant
Lauren Carr	Administrative Assistant Educational Assistant Library Media Specialist Assistant Technology Specialist
Richard Horstman	Administrative Assistant Educational Assistant Library Media Specialist Assistant Technology Specialist
Kelly Jarzabek	Administrative Assistant Educational Assistant Library Media Specialist Assistant Technology Specialist
Martha Lloyd	Administrative Assistant Educational Assistant Library Media Specialist Assistant
Melanie Nelson	Administrative Assistant Educational Assistant Library Media Specialist Assistant Technology Specialist
Stephanie Steahly	Administrative Assistant Educational Assistant Library Media Specialist Assistant Technology Specialist
Kimberly Watts	Nurse

D. Approve Supplemental Contracts for the 2023-2024 School Year

Approve the following supplemental employment for the 2023-2024 school year specifically conditioned on and subject to acceptable background checks, receipt and final administrative review and approval of all application records, receipt of all other necessary documentation, and Pupil Activity Permit (if applicable):

LAST NAME	FIRST NAME	SUPPLEMENTAL	BUILDING	2023-24 Salary
Allender	Anna	Mentor Teacher	DISTRICT	\$1,441.00
Burkart	Michelle	Mentor Teacher	DISTRICT	\$3,362.33
Class	Jacob	Band Percussion	HAYES	\$2,882.00
Fitzgerald	Lorianne	Mentor Teacher	DISTRICT	\$2,401.67
Floehr	Cari	Mentor Teacher	DISTRICT	\$1,441.00
Furgjuele	Amanda	Mentor Teacher	DISTRICT	\$3,362.33
Giddings	Lisa	Mentor Teacher	DISTRICT	\$2,882.00
Glandon	Amy	Mentor Teacher	DISTRICT	\$1,441.00
Gorden	Heath	Mentor Teacher	DISTRICT	\$1,441.00
Haynes	Adam	Mentor Teacher	DISTRICT	\$1,441.00
Hedien	Heather	Mentor Teacher	DISTRICT	\$1,441.00
Heinonen	Katherine	Mentor Teacher	DISTRICT	\$1,441.00
Hunter	Lyndsey	Mentor Teacher	DISTRICT	\$2,882.00
Irvan	Ann Marie	Mentor Teacher	DISTRICT	\$1,441.00
Jantz	Riley	Mentor Teacher	DISTRICT	\$1,441.00
King	Brittany	Mentor Teacher	DISTRICT	\$1,441.00
Knoll	Barbara	Mentor Teacher	DISTRICT	\$1,441.00
Kollas	Meghan	Mentor Teacher	DISTRICT	\$2,401.67
Mays	Amanda	Mentor Teacher	DISTRICT	\$1,441.00
Nimon	Susan	Mentor Teacher	DISTRICT	\$1,441.00
O'Connell	Elizabeth	Mentor Teacher	DISTRICT	\$1,441.00
Papa	Jennifer	Mentor Teacher	DISTRICT	\$1,441.00
Pulsifer	Lisa	Mentor Teacher	DISTRICT	\$1,441.00
Rieman	Elizabeth	Mentor Teacher	DISTRICT	\$3,362.33
Ross	Alexa	Mentor Teacher	DISTRICT	\$1,441.00
Saunders	Rebecca	Mentor Teacher	DISTRICT	\$1,921.33
Shirring	Elisabeth	Mentor Teacher	DISTRICT	\$2,882.00
Stanton	Jonathon	Mentor Teacher	DISTRICT	\$1,441.00
Tankovich	Paul	Mentor Teacher	DISTRICT	\$1,441.00
Terry	Philip	Mentor Teacher	DISTRICT	\$1,441.00
Todt	Trista	Mentor Teacher	DISTRICT	\$1,441.00
Tompkins	Renelle	Mentor Teacher	DISTRICT	\$1,441.00
Troutman	Michael	Mentor Teacher	DISTRICT	\$1,441.00
Vroegop	Tiffany	Mentor Teacher	DISTRICT	\$1,441.00
Womeldorf	Kaylyn	Mentor Teacher	DISTRICT	\$1,441.00
Wurm	Kimberly	Mentor Teacher	DISTRICT	\$1,921.33

E. Approve Supplement Contact Adjustments/Corrections

1. I recommend the Board approve the salary corrections for Thomas Hering as listed below:

Originally approved on the
July 11, 2022 Board Agenda
Department Head, English
Step 0
Salary \$2,811.71

Correction
Department Head, English
Step 3
Salary \$3,280.32

Originally approved on the
August 21, 2023 Board Agenda
Department Head, English
Step 1
Salary \$2,882.00

Correction
Department Head, English
Step 4
\$3,362.33

2. I recommend the Board approve the contract adjustment for Viviane Bushong as listed below:

Originally approved on the
August 21, 2023 Board Agenda
Key Club
.50 FTE
Salary \$960.67

Adjustment
Key Club
1 FTE
Salary \$1,921.33

F. Approve Home Instructors

I recommend the Board approve according to Board approved policy and salary schedules, the following individuals as home instructors at \$20.00 per hour, as needed, for the 2023-2024 school year:

Terry Lenhart
Jacqueline McMahon
Laura Shaw

G. Approve Correction of Certified Staff Start Date

I recommend the Board approve the effective date of employment for Madeline Hickey as listed:

H. Approve Separation

1. Separate David Levings from employment with the Board effective with a last day of work, September 8, 2023 due to being absent without any authorized leave / job abandonment.

3.4. Financial

Approve the Financial Report

I recommend the Board approve the Financial Report of August 2023 as presented.

3.5. Donations

I recommend the Board approve and accept the following donations:

- A. Anonymous – Monetary donation, valued at \$100.00, to use towards negative student lunch accounts at Carlisle
- B. Laura Heber – Monetary donation, valued at \$50.00, In memory of 9/11 to use for school lunches and supplies at Carlisle
- C. Kate Spade – School Supplies, valued at \$75.00, to use for students as needed at all schools in the district.

3.6. Approve Resolution for Surplus Items

I recommend that Board approve a resolution for surplus items listed below as surplus items to be disposed of in accordance with Board policy:

Building	Item Description
Hayes	60 desk / chair combos

CONSENT ACTION:

Moved by _____ seconded by _____ to approve all of the consent items as presented.

_____ Ms. McDaniel-Browning
 _____ Mr. Backus
 _____ Mr. Weller
 _____ Mr. Wiener
 _____ Ms. Harris
 _____ Mr. Gitson*

4.0 Discussion

4.1 First Reading of Board Policies as presented:

Policy	Topic	Type
po0131.1	TECHNICAL CORRECTIONS	Update
po1615	TOBACCO USE PREVENTION	Update
po2114	MEETING STATE PERFORMANCE INDICATORS	Update
po2271	COLLEGE CREDIT PLUS PROGRAM	Update
po2412	HOMEBOUND INSTRUCTION PROGRAM	Update
po3120.09 Rescind	VOLUNTEERS	Rescind
po3215	TOBACCO USE PREVENTION	Update
po4120.09 Rescind	VOLUNTEERS	Rescind
po4215	TOBACCO USE PREVENTION	Update
po5310	HEALTH SERVICES	Update
po5460	GRADUATION REQUIREMENTS	Update
po5512	TOBACCO USE PREVENTION	Update
po5610	REMOVAL, SUSPENSION, EXPULSION, AND PERMANENT EXCLUSION OF STUDENTS	Update
po6325	PROCUREMENT - FEDERAL GRANTS/FUNDS	Update
po7434	TOBACCO USE PREVENTION	Update
po7540	TECHNOLOGY	Update
po7540.01	TECHNOLOGY PRIVACY	Update
po7540.02	WEB ACCESSIBILITY, CONTENT, APPS, AND SERVICES	Update
po7540.03	STUDENT TECHNOLOGY ACCEPTABLE USE AND SAFETY	Update
po7540.04	STAFF TECHNOLOGY ACCEPTABLE USE AND SAFETY	Update
po8120	VOLUNTEERS	NEW
Revised/Replacement		
po8300	CONTINUITY OF ORGANIZATIONAL OPERATIONS PLAN	Update
po8305	INFORMATION SECURITY	Update
po8315	INFORMATION MANAGEMENT	Update
po8390	ANIMALS ON DISTRICT PROPERTY	Update
po8400	SCHOOL SAFETY	Update
po8420	EMERGENCY SITUATIONS AT SCHOOLS	Update
po8462	STUDENT ABUSE AND NEGLECT	Update
po9160	PUBLIC ATTENDANCE AT SCHOOL EVENTS	Update
po9700.01	ADVERTISING AND COMMERCIAL ACTIVITIES	Update

5.0 Action Items

5.1. Approve Grievance Settlement Agreement with DCEA

I recommend the Board approve the Grievance Settlement Agreement with DCEA as presented.

Moved by _____ seconded by _____ to approve Grievance Settlement Agreement with DCEA as presented.

- _____ Ms. McDaniel-Browning
- _____ Mr. Backus
- _____ Mr. Weller
- _____ Mr. Wiener
- _____ Ms. Harris
- _____ Mr. Gitson*

5.2. Approve Change Order 37

I recommend the Board approve Change Order 37 for Place Services, Inc. deducting \$2,450.00 for roof work at Woodward that was not needed.

The original Contract Sum was \$ 6,120,600.00

The net change by previously authorized Change Orders \$ 775,106.64

The Contract Sum prior to this Change Order was \$ 6,895,706.64

The Contract Sum will be decreased by this Change Order in the amount of \$ 2,450.00

The new Contract Sum including this Change Order will be \$ 6,893,256.64

Moved by _____ seconded by _____ to approve Change Order 37 as presented.

- _____ Ms. McDaniel-Browning
- _____ Mr. Backus
- _____ Mr. Weller
- _____ Mr. Wiener
- _____ Ms. Harris
- _____ Mr. Gitson*

5.3 Approve Change Order 38

I recommend the Board approve Change Order 38 for Place Services, Inc. in the amount of \$1,726.35 for additional fencing at Woodward.

The original Contract Sum was \$ 6,120,600.00

The net change by previously authorized Change Orders \$ 772,656.64

The Contract Sum prior to this Change Order was \$ 6,893,256.64

The Contract Sum will be increased by this Change Order in the amount of \$ 1,726.35

The new Contract Sum including this Change Order will be \$ 6,894,982.99

Moved by _____ seconded by _____ to approve Change Order 38 as presented.

_____ Ms. McDaniel-Browning
_____ Mr. Backus
_____ Mr. Weller
_____ Mr. Wiener
_____ Ms. Harris
_____ Mr. Gitson*

6.0 Superintendent's Comments

7.0 Board Comments

8.0 Calendar

- October 4 Hayes Parent/Teacher Conferences
- October 4 State of Workforce Panel Discussion at Hayes
- October 9 Hayes Orchestra Concert
- October 10 Dempsey Parent/Teacher Conferences
- October 12 Elementary School Parent/Teacher Conferences
- October 18 Elementary School Parent/Teacher Conferences
- October 20 No School- Teacher In-Service
- October 26 & 28 Hayes Fall Play: Great Gatsby

9.0 Executive Session

I recommend the Board enter into executive session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

Moved by _____, seconded by _____ to enter into executive session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

Roll call resulted as follows:

_____ Ms. McDaniel-Browning
_____ Mr. Backus
_____ Mr. Weller
_____ Mr. Wiener
_____ Ms. Harris

President _____ declared the Board in executive session at _____.

Moved by _____, seconded by _____ to exit out of executive session for the purpose of the appointment, employment, dismissal, discipline, promotion, demotion or compensation of an employee or official, or the investigation of charges or complaints against an employee, official, licensee or student, unless the employee, official, licensee or student requests a public hearing.

Moved by _____ seconded by _____ to exit out of executive session.

- _____ Ms. McDaniel-Browning
- _____ Mr. Backus
- _____ Mr. Weller
- _____ Mr. Wiener
- _____ Ms. Harris

10.0 Adjournment

10.1. I recommend this meeting be adjourned.

Moved by _____ seconded by _____ to adjourn this meeting.

- _____ Ms. McDaniel-Browning
- _____ Mr. Backus
- _____ Mr. Weller
- _____ Mr. Wiener
- _____ Ms. Harris
- _____ Mr. Gitson*