

Regular Meeting May 18, 2021

Opening

Call to Order

At 7:05 p.m. School Board President Michael Marasco called the May 18, 2021, Caesar Rodney School District regular meeting to order.

Roll Call

Members present in addition to President Marasco were Vice President Ms. Jessica Marelli, Board Members, Mr. Dave Failing, Dr. Joyce Denman, and Executive Secretary Dr. Kevin Fitzgerald. Mr. P. Scott Wilson was not present.

Adoption of Agenda

Ms. Marelli made a motion to adopt the May 18, 2021 agenda and addendum as presented. Dr. Denman seconded the motion and after roll call, the motion carried 4-0 with one absent (Marasco, Marelli, Failing, and Denman).

Approval of the Minutes:

- April 20, 2021 Regular Meeting Minutes
- May 3, 2021, May 10, 2021 Work Session Meeting Minutes

Ms. Marelli made a motion to approve the April 20, 2021, Regular Meeting Minutes, Mr. Failing seconded the motion. The motion carried 4-0 with one absent (Marasco, Marelli, Failing, and Denman).

Ms. Marelli made a motion to approve May 3, 2021, and May 10, 2021, Work Session Meeting Minutes. Dr. Denman seconded the motion. The motion carried 4-0 with one absent (Marasco, Marelli, Failing, and Denman).

Presentations

Presentations

1. Beverly Knight, Knight's Fine Jewelry, presented her donation of the State of Delaware and the United States flags for the David E. Robinson Elementary School.
2. The 2020-2021 Teachers of the Year and Educational Support Person of the Year were presented with awards and a book about Caesar Rodney.

Mr. P. Scott Wilson joined the meeting after the presentations.

Recognitions

1. The Board recognized National School Nurses Week.
2. The Board recognized Teacher Appreciation Week.
3. The Board recognized School Lunch Heroes.

Communications

Superintendent

- Dr. Fitzgerald shared sympathies. He stated we are all saddened by the accident that took place on Sunday. We mourn with the family of Kayleanna Riddle and we join with the community in praying for the recovery of Gabrielle Cannon. Counselors and support are available in all our schools.

- Dr. Fitzgerald reminded everyone that there will be a vaccination clinic tomorrow at Caesar Rodney High School for students ages 12 and above and their families. Information can be found on the High School, Middle School, and District websites under quick links.
- Dr. Fitzgerald thanked the Teachers/Paras, Nurses, and Food Service workers for the remarkable job that they've done this year. He congratulated the 2020-21 Building Teachers of the Year and the District Teacher of the Year – Beth Schmidt. He also recognized Karine Scott the 2021-22 District Teacher of the Year and Alma Bartolomeo our Educational Support Professional of the Year. Both are from W.B. Simpson Elementary School.
- Dr. Fitzgerald congratulated several students. He congratulated our Secretary of Education Scholars – Paxton Easton, Smith Easton, Priya Gupta, and Ashley Tedesco. They will be recognized at senior awards night. He congratulated the ten Project Search Graduates. He congratulated Julie Pent – a 7th grader at Fifer Middle School as Delaware's winner of the Doodle for Google contest. The national winner will be announced on May 24th. He congratulated the seniors in the Honor Society who are receiving their Honor Society cords.
- Dr. Fitzgerald announced and congratulated Dr. Kris Failing who has been named National Administrator of the Year by the National Association of Educational Office Professionals. He continued to congratulate Bruce McCall who has been named Henlopen Conference Boys Tennis Coach of the Year.
- Dr. Fitzgerald thanked everyone involved in last Saturday's senior activities. He stated the senior parade was great and it would be nice if it could be done every year.
- Dr. Fitzgerald thanked everyone involved in the WiFi Bus program. We've had resources teachers, coordinators, supervisors, and directors involved in traveling on the buses throughout the district.
- Dr. Fitzgerald shared some important dates.
 - Tomorrow we will be visited by Mrs. Patricia Ewen from DoDEA. She will be visiting the base, touring the new school being built, the youth center, and our two schools. Dr. Fitzgerald invited any board members who would like to join our part of the tour to meet at the visitors center at 11:45 a.m.
 - The senior's last day is Tuesday - May 25th.
 - Thursday, May 27th at 3:30, the ILC and the Wightman family will be dedicating a plaque and Buddy Bench in memory of Jen Wightman, a teacher who passed away this year.
 - Charlton's Early Childhood Program will have virtual graduation on Friday, May 28th.
 - Senator Coons will also be visiting the district on Friday, May 28th. Details to follow.
 - Charlton's graduation will be Wednesday, June 2nd from 4-6 p.m. via Zoom and in person.
 - Senior awards night will be on Thursday, June 3rd in the high school auditorium – beginning at 5 p.m.
 - Saturday, June 5th is high school graduation. Based on the Governor's latest modification, Dr. Kijowski is submitting a new plan to DPH which will allow us to have one ceremony. She is also trying to lift the restrictions on spectators. Currently, it is four tickets per graduate. We are asking for it to be unlimited.
 - Thursday, June 10th – student's last day.
 - Tuesday, June 15th – last teacher day.

School Board

Dr. Denman complimented Mr. Ken Starke, Supervisor of Facilities Management, the contractors, and the planning team for the work they have done on this beautiful elementary school. The official tour tonight was truly amazing. She also appreciated the time and availability to answer the Board's numerous questions from Dr. Michael Noel, Assistant Superintendent/ Director of Human Resources, and Mr. John Laznik, University of Delaware.

President Marasco attended the CRHS Jazz Concert held outside and was amazed. It was a great use of the courtyard and very well done.

Mr. Failing thanked Mr. Starke for his great job and service to the district. He shared we are proud of him and can't express enough gratitude. He also thanked the teachers for their hard work, support, and being a positive influence on his children.

Public Comment

There were no public comments

Action Items

A. Name Change

The Board approved the name change of St. Thomas More to the Magnolia Middle School until otherwise designated.

Dr. Denman made a motion to approve the name change of St. Thomas More to the Magnolia Middle School until otherwise designated. Mr. Failing seconded the motion and the motion carried 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

B. Administrative Contract Renewals

The Board approved the Administrative Contract Renewals as recommended.

Mr. Failing made a motion to approve the Administrative Contract Renewals as recommended. Dr. Denman seconded the motion and the motion carried 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

C. Approval of Individual Administrative Steps

The Board approved the Individual Administrative Steps as recommended.

Mr. Failing made a motion to approve the Individual Administrative Step as recommended. Ms. Marelli seconded the motion and the motion carried 4-0 with one opposed (Marasco, Marelli, Failing, and Denman voting yes and Mr. Wilson voting no).

D. Annual Leave Extension

The Caesar Rodney School District Board of Education approved the annual leave carryover in excess of 42 days for employees impacted by COVID-19, for up to six months beginning July 1, 2021. This one-time extension is intended to provide employees with additional time to use earned leave in excess of authorized carryover amounts. CR Employees that do not use excess leave carried over from the school year 2020-2021 during the approved timeframe or are separated from employment will forfeit any remaining excess leave and will not be eligible for payment for that time.

Ms. Marelli made a motion to approve the Annual Leave Extension contingent upon approval by the state legislator as recommended. Dr. Denman seconded the motion and the motion carried 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

E. Personnel Matters

The following Personnel Matters were approved by the Board:

1. Administrator Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Luis Cosme	CRHS	Assistant Principal	Resignation effective 7/1/2021.

2. Teacher Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Sarah Lancaster	AFE	School Counselor	Appointment effective 08/18/2021.
Bobbi Johnston	AFE	Elementary	Appointment effective 08/18/2021.
Candice Castro	AFE	Elementary	Appointment effective 08/18/2021.
Rebecca Sheahan	CRHS	Agriculture	Appointment effective 08/18/2021.
Alexis Howerin	CRHS	PE/Health	Appointment effective 08/18/2021.
Jack Dixon	CRHS	Special Education	Appointment effective 08/18/2021.

Janea Jones	CRHS	Mathematics	Appointment effective 08/18/2021.
Annette Finch	CRHS	School Counselor	Appointment effective 08/18/2021.
Lamonte Wilson	CRHS	Mental Health Counselor	Appointment effective 08/18/2021.
Jennifer Kemp	FMS	Special Education	Appointment effective 08/18/2021.
Cassidy Glatz	MMS	Social Studies	Appointment effective 08/18/2021.
Megan Dalfovo-Szabo	MMS	Achievement Liaison Teacher	Appointment effective 08/18/2021.
Kellie Wingate	MMS	English Language Arts	Appointment effective 08/18/2021.
Mia Pettit	PMS	Social Worker	Appointment effective 08/18/2021.
Anthony Davis	ILC	Mental Health Counselor	Appointment effective 08/18/2021.
Gina Krambeck	MCI	School Nurse	Appointment effective 08/18/2021.
Alexandra Hobbs	WRB	Elementary	Appointment effective 08/18/2021.
Adwenna Witherell	WRB	School Nurse	Appointment effective 08/18/2021.
Rachel Robinson	WRB	Elementary	Appointment effective 08/18/2021.
Jodi Price	WRB	Special Education	Appointment effective 08/18/2021.
Xuedong Xue	WBS	Chinese Immersion	Appointment effective 08/18/2021.
Diana Lako	DW	Board Certified Behavior Analyst	Appointment effective 08/18/2021.
Nicole Mulhern	DW	Occupational Therapist	Appointment effective 08/18/2021.
Mark Hill	ABM	Special Education	Transfer effective 08/18/2021.
Charles (Chip) Wilt	FMS	Science	Resignation effective end of 2020-21 SY.
Jennifer Brown	JSC	School Psychologist	Resignation effective end of 2020-21 SY.
Mackenzie Grazetti	CRHS	English	Resignation effective end of 2020-21 SY.
Brandianne Emory	CRHS	Science	Resignation effective end of 2020-21 SY.
Rebecca Martin	SHE	Nurse	Retirement effective end of 2020-21 SY.
Heather Childers	WEL	Elementary	Retirement effective end of 2020-2021 SY.

3. Secretarial Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Marianne Burke	DO	Financial Secretary	Appointment effective 05/24/2021.

4. Custodial Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Kyle Moore	CRHS	1 st Shift Custodian	Appointment effective 5/10/2021.
William Beasley	CRHS	2 nd Shift Custodian	Appointment effective 5/10/2021.
Bryan Horton	CRHS	1 st Shift Custodian	Appointment effective 5/24/2021.
James Harmon	WBS	2 nd Shift Custodian	Appointment effective 5/10/2021.
Rose Carter	MMS	1 st Shift Custodian	Transfer effective 5/18/2021.
Roy Meadows III	MMS	2 nd Shift Custodian	Appointment effective 5/10/2021.
Sharon McMillion	PMS	2 nd Shift Custodian	Appointment effective 5/10/2021.

5. Child Nutrition Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Mary Voss	PMS	6 hour Cook/Baker	Retirement effective 7/1/2021.

Ms. Marelli made a motion to approve the Personnel Items as presented on the agenda and addendum. Mr. Failing seconded the motion and the motion carried 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

Gifts to Schools

The Board approved Gifts to Schools as presented on the agenda.

Ms. Marelli made a motion to approve the Gifts to Schools as presented on the agenda. Mr. Failing seconded the motion and the motion carried 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

The following donations were Board approved:

- The Caesar Rodney District Office received bottles of bleach, individual cleaning wipes, and disinfecting wipes (total value of \$1,099.93) from Camden Lowes.
- The Caesar Rodney District Office received 1,000 disposable face masks from Highmark.

Policy Matters

2020-21 School Choice Recommendations

The Board approved the 2020-21 and 2021-22 School Choice as presented on the agenda.

Mr. Failing made a motion to approve the 2020-21 and 2021-22 School Choice as presented on the agenda. Mr. Marelli seconded the motion and the motion carried 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

Fiscal Matters

Budget/Fiscal Reports

Mrs. Kimberly Judy, Director of Business and Finance, explained the Budget/Fiscal Reports.

The Board approved the Budget/ Fiscal Reports as presented.

Ms. Marelli made a motion to approve the Budget/Fiscal Reports as presented on the agenda. Mr. Failing seconded the motion and the motion carried 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

Facilities Matters

Mr. Ken Starke explained Facilities Matters as listed on the agenda.

1. Construction Bids

The following construction bid was presented for the Board's review and approval:

- a) Roof replacement for Star Hill Elementary School.
Bid in the amount of \$287,499. Contractor is J. Wilhelm Roofing Company.

Ms. Marelli made a motion to approve the Construction Bid 1a. for Star Hill Elementary School as presented on the agenda. Mr. Failing seconded the motion and the motion carried 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

2. Change Order: David E. Robinson Elementary School

The following change order for the David E. Robinson Elementary School was presented for Board approval:

Change Order #	Contractor	Amount/Increase	Amount/Decrease
#013- Power supply for door openers, Lights in elevator pit per inspector, Credit for mural and paint, Entry door revisions, Revise two return grilles, Entry logo revisions.	Richard Y. Johnson & Son, Inc.	\$13,304.00	

Dr. Fitzgerald inquired about the number of change orders for this project. Mr. Starke stated we are within the normal amount for the David E. Robinson Elementary School.

Ms. Marelli made a motion to approve the Change Order #013 from Richard Y. Johnson & Son, Inc. as presented on the agenda. Mr. Failing seconded the motion and the motion carried 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

3. Initial Phase of Elementary Attendance Realignment for 2021-22 SY and Full Elementary Realignment for 2022-23 SY.

Dr. Michael Noel, Assistant Superintendent/Human Resources Director, and Mr. John Laznik, University of Delaware, gave a presentation on the realignment proposal. Feeder patterns and boundaries were reviewed. The history of the David E. Robinson Elementary School (DER) project was reviewed. Maps were included showing current and proposed attendance boundaries. Utilizing DER and Star Hill Elementary School (SHE) as elementary schools opening concurrently next year was suggested. The challenges are timing and space for all students depending on what the Governor's restrictions will be. Two options were reviewed. Relieving capacity at Allen Frear Elementary (AFE) would be addressed by moving some students to DER. This is a two-year plan. The 2022-23 SY realignment would involve parents, staff, Board members, and other committee members working together.

Mr. Wilson asked for more clarification on the feeder numbers per school. Dr. Noel explained the programs involved and the schools that house those individual programs. President Marasco thanked Mr. Laznik and Dr. Noel for the hard work they have done with this proposal. Mr. Laznik continued to explain the feeder enrollment numbers and programs per school.

Mr. Failing stated we have a building boom now and for the future years to come. He appreciates the projections Mr. Laznik has done keeping this in mind. Mr. Laznik continued to explain possible growth in the district.

Mr. Wilson asked about staffing needs. Dr. Noel stated he is working with the administrators to see what the need is for the elementary schools. Vacancies will be posted as needed.

President Marasco stated he likes the two-year plan with more plans to be announced to parents by October 2021. He also likes the common sense approach for the attendance boundaries. Mr. Laznik gave a timeline of the two-year realignment plan which includes the opportunity for parents to enroll in the school choice program if they prefer. This information will be posted on the district website.

Mr. Wilson asked about the SHE facility and what renovations still need to be done. Mr. Starke stated we have done quite a bit to date and there should not be many additional renovations.

Dr. Denman made a motion to approve the Initial Phase of Elementary Attendance Realignment for 2021-22 SY and Full Elementary Realignment for 2022-23 SY as presented. Ms. Marelli seconded the motion and the motion carried 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

Discussion Items

Directors' Reports

Directors' reports, which include their Supervisors' reports, were included for the Board's review.

Ms. Marelli asked about the school choice requests received based on the middle school realignment. Dr. Tamara Toles-Torain, Executive Assistant to the Superintendent, gave a report on the numbers of school choice. Those requesting a new school have been placed on hold. This number is low. Now that we have more direction we can revisit those choice applications.

Mr. Failing asked Dr. Noel about staffing and being successful with this in the future. He asked what can the Board do to assist with any immediate concerns. Dr. Noel stated the number of teacher candidates available at the college level is low. We are encouraging and promoting our own students to go into education. We would like more students to attend college in local universities and participate in the district as student teachers. A job fair is being considered for the summer. Mr. Failing stated the Board should be supportive and the district should be competitive with salaries. President Marasco stated he would give 100% support for a job fair as soon as we can have one.

Equity and Diversity Presentation

Mr. Cliffvon Howell, Equity and Diversity Officer, gave a presentation on Equity and Diversity to the Board. He shared statistics on the Equity and Diversity officers throughout the state. CR was one of the first to have this position. He explained what the Equity and Diversity Officer's responsibilities are and what services they can provide. The District-Wide Equity Team members were included. This year's professional development training was also shared with the Board. The 2022 training topics were shared. Analyzing student discipline data is also currently being measured. CR is below the national standard when looking at discipline equity.

President Marasco thanked Mr. Howell for his work. He asked about the biggest challenges regarding equity and bringing our students back full-time. Mr. Howell stated student acclimation to a familiar setting and being around trusted individuals will be a challenge. Students will come back with stories and we need to be there for them.

Ms. Marelli was very pleased with the presentation. Dr. Denman thanked Mr. Howell, stated she is pleased with the committee work and the discussions they have had to date. The district is moving in a positive direction. Mr. Failing stated he feels we are moving forward with this and we need to continue to have more presentations from Mr. Howell.

Transportation Coordinator Position

Dr. Fitzgerald stated we are still looking for bus contractors to pick up bus routes. As we move forward, Dr. Jason Bonner, Transportation Supervisor, asked for a coordinator to assist with the added responsibilities. Dr. Bonner joined the discussion and shared the responsibilities for this new position. The current operation has grown tremendously. Within the last six years, we have expanded transportation. CR is now in the bus business because of a driver shortage. When routes are given back, we advertise, etc. but no one picks those up. Therefore, we have them and currently have 12 routes with 19 buses. He continued to state school programs require more buses and/or vans. The vans transport the pre-k students for their half-day program and provide services for those students requiring specialized transportation. Every year we put out the routes available and intent letters are sent to determine the routes we will have for CR. Dr. Fitzgerald asked about restrictions on getting our students back 100%. Dr. Bonner stated we are now back to where we would normally be and we are continuing to work on this. He stated we need to recruit and retain drivers. CR will have 44 drivers next year. A coordinator would assist with our local operation. They would be a liaison between the driver/aides and the supervisor. Dr. Denman asked about the units we earn for a second supervisor. Dr. Noel stated we have not reached that number yet. President Marasco asked if this is a national issue and how we compare by county. Dr. Bonner stated this is a concern across the nation. We are doubling and tripling up runs whereas New Castle County is short drivers every day. It is a salary/formula issue. President Marasco asked about having our legislators work on this issue. Dr. Bonner shared the roles of legislators and the JFC. He stated we need to educate the legislators on these issues. Mr. Failing shared we need to make the job more attractive for drivers to work for private contractors. Ms. Marelli stated over the years he has seen this department continue to grow and we need to support Dr. Bonner with this new position. The Board should be informed if new positions are needed. She feels communication is key.

ESSR (Elementary and Secondary School Emergency Relief) Fund Update

Mrs. Kim Judy discussed the EESR pots of money. She gave an update on distributing the funds. We have 30 days to release the safe return to school plan. We are exploring curriculum for learning loss, additional staffing, implementing activity bussing, and technology support. We are revisiting this constantly based on the Governor's restrictions. More solid numbers will be ready for the grant by the next meeting. Mr. Failing inquired about the proposed third round and our timeline to spend. Mrs. Judy stated we have until 2024 to use those funds. She shared our current wishlist items. Mr. Failing asked about how much flexibility will we have with the list. She stated we can adjust this as needed. Mr. Failing shared he feels we will spend this wisely. President Marasco appreciated the work Mrs. Judy has done.

Executive Session

At 9:25 p.m. Ms. Marelli made a motion to go into Executive Session to conduct interviews for the Supervisor of Facilities Management and to discuss personnel matters. Mr. Failing seconded the motion and the motion carried unanimously 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

At 10:50 p.m. Ms. Marelli made a motion to come out of Executive Session. Dr. Denman seconded the motion and the motion carried unanimously 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

Action Items

Personnel Matters

Appointment of Supervisor of Facilities Management

The Board appointed Mr. James Pennewell as the Supervisor of Facilities Management with an effective date to be determined.

Ms. Marelli made a motion to appoint Mr. James Pennewell as the Supervisor of Facilities Management with an effective date to be determined. Dr. Denman seconded the motion and the motion carried 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

Appointment of Supervisor of Curriculum and Instruction

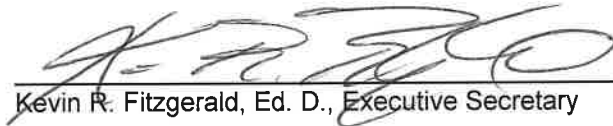
The Board appointed Mrs. Jennifer Martin as the Supervisor of Curriculum and Instruction with a start date to be determined.

Ms. Marelli made a motion to appoint Mrs. Jennifer Martin as the Supervisor of Curriculum and Instruction with an effective date to be determined. Mr. Failing seconded the motion and the motion carried 5-0 (Marasco, Marelli, Failing, Wilson, and Denman).

Dr. Fitzgerald added district vacancies will be posted accordingly.

Adjournment

At 10:55 p.m. Ms. Marelli made a motion to adjourn. Dr. Denman seconded the motion and the motion carried 5-0. (Marelli, Marasco, Failing, Wilson, and Denman).


Kevin R. Fitzgerald, Ed. D., Executive Secretary 6/15/21
Date