

**AGENDA**  
**Star Hill Elementary School**  
**7:00 p.m. Regular Meeting**  
**March 17, 2020**  
**Administrative Items**

**I. Opening**

- A. Call to Order
- B. Roll Call
- C. Adoption of Agenda
- D. Approval of Minutes – February 18, 2020, Regular Meeting Minutes

**II. Presentations**

- A. Recognitions
  - 1. Dr. Megan Szabo- Doctorate Degree
  - 2. James Couzens- Spirit of Caesar Rodney Volunteer Award
  - 3. Lucreatia Williams- Spirit of Caesar Rodney Volunteer Award
- B. Presentations
  - 1. Star Hill Elementary School
  - 2. Early Intervention w/ Partnership for Deaf and Hard of Hearing- Mr. Kevin Thompson
- C. Communications
  - 1. Superintendent
  - 2. School Board

**III. Public Comments**

*Time has been allocated for individuals or groups to address the Board on scheduled action items or other issues they wish to bring before the Board. Persons wishing to make comments should sign up on the appropriate form. Each group should choose one representative to speak and comments should be limited to three minutes. Speakers will be recognized by the Board President in the order their names appear. If a large group of people sign up to speak, the Board President may at his/her discretion, limit the number of persons allowed to speak. The Board will not hear comments on issues pertaining to personnel. Issues pertaining to personnel are not part of the public comments. It is the intention of the Board to listen to public comments, but not to respond.*

**IV. Action Items**

- A. Personnel Matters  
 The following Personnel Matters are presented for Board approval:
  - 1. Administrative Appointment/Resignations/Retirements/Transfers

Name	School	Position	Action
Kimberly Judy	DO	Director of Business and Finance	Appointment effective 3/16/2020.

- 2. Teacher Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Darrell Gravatt	CRHS	Drivers Education	Retirement effective 4/10/2020.
Bryan Bossard	CRHS	Agriculture	Resignation effective 3/7/2020.
Carmen Campos Luzuriaga	MCI	Spanish Immersion	Resignation effective end of 2019-20 SY.
Amber Buck	WRB	Special Education	Resignation effective 3/21/2020.

Rachel Hill	WEL	Elementary	Resignation effective 3/14/2020.
Jeff Kelly	PMS	Special Education	Resignation effective 2/29/2020.
Katherine Billig	ABM	Mathematics	Resignation effective end of 2019-2020 SY.

3. Paraprofessional Appointment/Resignations/Retirements/Transfers

Name	School	Position	Action
Ericka Keen	PMS	Paraprofessional	Temporary appointment effective 3/2/2020-6/30/2020.
Shirley Scott	AFE	Paraprofessional	Retirement effective end of 2019-20 SY.

4. Secretarial Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Christine Talley	DO	Financial Secretary	Appointment effective 3/18/2020.
Lisa Gravatt	DO	Financial Secretary	Retirement effective 5/1/2020.

5. Custodial Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Cheyenne Figgs	WBS	Custodian (2 <sup>nd</sup> shift)	Appointment effective 3/16/2020.
Sean Armstrong	PMS	Chief Custodian	Resignation effective 4/1/2020.

6. Child Nutrition Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Veronica Baker	CRHS	3.0hr General Worker	Appointment effective 2/4/2020.
Zoila Quinonez de Cruz	CRHS	3.0hr General Worker	Appointment effective 2/4/2020.
Matthew Guest	CRHS	4.0hr General Worker	Appointment effective 2/18/2020.
Joyce Little	CRHS	6.0hr Cook	Retirement effective 2019-2020 SY.
Pauline Wikso	FMS	3.50hr General Worker	Retirement effective 2019-2020 SY.
Angela Kale	SHE	3.0hr General Worker/Aide	Resignation effective 3/12/2020.

7. Other Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Employee # 031720			Termination effective 3/7/2020.

8. Extra Duty Recommendations/Resignations

Name	School	Activity	Position	Action
Tim Morris	PMS	Lacrosse	Volunteer Coach	Recommendation for Spring Sports SY19-2020.
Rory Talamini	PMS	Track/Co-Ed	Assistant Coach	Recommendation for Spring Sports SY19-2020.
Catherine Harper	FMS	Track/Co-Ed	Assistant Coach	Recommendation for Spring Sports SY19-2020.

Daniel Brengle	CRHS	Tennis/Boys	Head Coach	Recommendation for Spring Sports SY19-2020.
Ragaa Zaki	CRHS	Track and Field	Volunteer Coach	Recommendation for Spring Sports SY 19-2020.

9. CREA Travel Requests

Name	School	Position	Action
Katrina Custer	WBS	Teacher	To attend Understanding Text & Readers: Strategies to Make Sense of Comprehension, Philadelphia, PA 4/29/2021.

Recommendation: That the Board approves Personnel Matters A.1 through A.9 as presented.

Board Action Needed: Yes

B. Routine Business

1. Student Travel

The following Student Travel is presented for Board approval:

**Caesar Rodney High Students**

Event	Date	Location
DECA International Career Development Conference- DECA Students	Wednesday, 4/29/2020- Friday, 5/1/2020	Nashville, TN

**Dover Air Base Middle School Students**

Event	Date	Location
National Conference- Business Professionals of America	Wednesday, 5/6/2020- Sunday, 5/10/2020	Washington D.C.

**John S. Charlton School**

Event	Date	Location
Delaware Recycling Center- JSC Students from FMS, PMS, and ABM	Wednesday, 3/25/2020	New Castle, DE
Glasgow Park & Playground- Onsite Elementary Classes ( Lott & Brien)	Friday, 5/29/2020	Newark, DE
DE Children's Museum- Onsite Elementary Classes ( Lott & Brien)	Tuesday, 5/19/2020	Wilmington, DE

**Allen Frear Elementary School**

Event	Date	Location
National Zoological Park, Washington Zoo-4 <sup>th</sup> Grade Students	Wednesday, 5/27/2020	Washington D.C.
Washington D.C., Smithsonian Museums- 5 <sup>th</sup> Grade Students	Thursday, 6/4/2020	Washington D.C.

**W. Reily Brown Elementary School**

Event	Date	Location
Kalmar Nyckel Shipyard- 2 <sup>nd</sup> Grade Students	Thursday, 4/30/2020 and Friday, 5/1/2020	Wilmington, DE
Wilmington Blue Rocks Game- Student Lighthouse, Chorus & 3 <sup>rd</sup> Grade Students	Wednesday, 5/20/2020	Wilmington, DE

Recommendation: That the Board approves Student Travel as presented.

Board Action Needed: Yes

2. Gifts to Schools

The following donations are presented for Board approval:

- a. F. Niel Postlethwait Middle School received a \$50.00 donation from Wells Fargo Incentive Program via Jane Simonsen.
- b. Allen Frear Elementary received \$1,000 donation from Smith, Cohen, Rosenberg, LLC to assist with the 4<sup>th</sup>-grade upcoming field trips.
- c. John S. Charlton School received a circuit machine from Donor's Choose via Steve Billbrough.
- d. John S. Charlton School received card supplies from the General Federation Women's Club.
- e. WBS received the following donations for their Family Health Night:
  - 1. One-month Membership- YMCA
  - 2. Family Passes- Sky Zone
  - 3. Park Passes- DE State Parks and Recreation
  - 4. Skating Passes- Dover Skating Center
  - 5. One-month Membership- Kaizen Karate
  - 6. Free Sign-Up- Dover CR Raiders
  - 7. One-month Kickboxing and Gloves- Ignite

Recommendation: That the Board approves Gifts to Schools as presented.

Board Action Needed: Yes

C. Policy Matters

- 1. 2019-20 and 2020-21 School Choice Recommendations

2019-20 and 2020-21 School Choice Recommendations are included for the Board's review and approval.

Recommendation: That the Board approves 2019-20 and 2020-21 School Choice Recommendations as presented.

Board Action Needed: Yes

- 2. Illustrated Math and American Reading Company- Mrs. Tara Faircloth

Illustrated Math and American Reading Company curriculum are presented to the Board for acceptance.

Recommendation: That the Board accepts the Illustrated Math and American Reading Company curriculum as presented.

Board Action Needed: Yes

D. Fiscal Matters

- 1. Budget/Fiscal Reports

Budget/Fiscal reports are presented for Board acceptance.

Recommendation: That the Board accepts Budget/Fiscal Reports as presented.

Board Action Needed: Yes

E. Facilities Matters

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

<b>Change Order #</b>	<b>Contractor</b>	<b>Amount/Increase</b>	<b>Amount/Decrease</b>
#003-Furnish and Install Sewer Force Main	Richard Y. Johnson & Son, Inc.	\$276,417.00	

Recommendation: That the Board approves the Change Order #003 from Richard Y. Johnson & Son, Inc. for David E. Robinson Elementary School as presented.

Board Action Needed: Yes

2. The following change order for the Caesar Rodney High School is presented for Board approval:

Change Order #	Contractor	Amount/Increase	Amount/Decrease
#006- Credit to delete removal of stone at old tank area, Relocate scoreboard, remove light, move photocell.	Richard Y. Johnson & Son, Inc.	\$24,760.00	

Recommendation: That the Board approves the Change Order #006 from Richard Y. Johnson & Son, Inc. for Caesar Rodney High School as presented.

Board Action Needed: Yes

3. The following change order for the Caesar Rodney High School is presented for Board approval:

Change Order #	Contractor	Amount/Increase	Amount/Decrease
#008- Stair 3 & paint & glass tint, Connecting doors at C wing, Storefront adjustments at the back canopy, Banner bracket	Kent Construction	\$48,421.09	

Recommendation: That the Board approves the Change Order #008 from Kent Construction for Caesar Rodney High School as presented.

Board Action Needed: Yes

4. Construction Bids

The following construction bids are presented for the Board's review and approval:

- a. F. Niel Postlethwait Middle School- Chiller (\$486,000) with Alternate #1 (\$92,000) and Alternate #3 (\$51,000)

Low base bid in the total amount of \$629,000. Contractor is Diamond Mechanical, Inc.

Recommendation: That the Board approves the construction bid 4a. for F. Niel Postlethwait Middle School as presented.

Board Action Needed: Yes

- b. Nellie Hughes Stokes Elementary School, Star Hill Elementary School, Fred Fifer III Middle School, and F. Niel Postlethwait Middle School- Gym Cafeteria and Site Lighting Replacements Electrical Engineering Services in the amount of (\$82,000.00)  
Engineer is Gipe Associates, Inc.

Recommendation: That the Board approves the A/E contract with Gipe Associates, Inc. item 4b. for Nellie Hughes Stokes Elementary School, Star Hill Elementary School, Fred Fifer III Middle School, and F. Niel Postlethwait Middle School as presented.

Board Action Needed: Yes

- c. Nellie Hughes Stokes Elementary School, Fred Fifer III Middle School, and F. Niel Postlethwait Middle School- HVAC/Plumbing Renovations Mechanical Engineering Services in the amount of (\$104,000.00)

Recommendation: That the Board approves the A/E contract with Gipe Associates, Inc. item 4c. for Nellie Hughes Stokes Elementary School, Star Hill Elementary School, Fred Fifer III Middle School, and F. Niel Postlethwait Middle School as presented.

Board Action Needed: Yes

**V. Discussion Items**

A. Directors' Reports

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

**VI. Executive Session**

The Board will meet in Executive Session to discuss personnel matters.

**Adjournment**

**The Caesar Rodney School District is an Equal Opportunity Employer and does not discriminate in employment or educational programs, services or activities based on race, color, religion, national origin, veteran or marital status, age, disability, sexual orientation or genetic information in accordance with state and federal laws. Inquiries about compliance should be made to the Title IX, District 504 and ADA Compliance Officers: Paul L. Dunbar  
Administration Building, 7 Front Street, Wyoming, DE 19934.  
Phone: (302) 698-4800.**