

**Regular Meeting  
April 21, 2020**

**Opening**

Call to Order

At 7:02 p.m. School Board President Jessica Marelli called the April 21, 2020, Caesar Rodney School District regular meeting to order via ZOOM Webinar.

Roll Call

Members present in addition to Mrs. Marelli were Vice-President Mr. Michael Marasco, Mr. Dave Failing, Dr. Joyce Denman, Lt. Col. Michael Morales, Base Liaison, and Executive Secretary Dr. Kevin R. Fitzgerald. Mr. P. Scott Wilson was absent.

Adoption of Agenda

Dr. Denman made a motion to adopt the April 21, 2020 agenda. Mr. Marasco seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

Approval of Minutes – March 17, 2020, Regular Meeting Minutes

Mr. Marasco made a motion to approve the March 17, 2020, Regular Meeting Minutes as presented. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

**Presentations**

Communications

Superintendent

Dr. Fitzgerald communicated the following to the Board:

- Dr. Fitzgerald thanked all CR staff and School Board for stepping up and helping our students. He also thanked the parents and students as we launched remote learning.
- Dr. Fitzgerald shared the timeline for the stay-at-home governor's order. This included the beginning of remote learning, professional development, and paper/pencil packets. Dr. Fitzgerald shared the support given to our students. The student need was identified and we stepped up. He stated we are doing the best we can. We have extended the 3<sup>rd</sup> marking period deadline. We will revisit all options after the May 15<sup>th</sup> date.
- Dr. Fitzgerald stated students should take advantage of the remote learning, take advantage of extra help, the AP exams will take place, Dual Enrollment will also continue.
- Dr. Fitzgerald stated athletics is still on the table if the schools should re-open on May 15<sup>th</sup>.
- Prom is still being considered as long as it can be held before the end of the school year.
- Dr. Fitzgerald stated we are still looking at a live graduation on June 6th. Jostens is also able to provide a virtual graduation. Both could be in place this year. Dover Motor Sports is also willing to have seniors take a lap. DE State News is also working with us on an insert for the seniors.
- Dr. Fitzgerald shared we will continue to provide food services as long as we are closed.
- Dr. Fitzgerald stated April is the Month of the Military Child. Our base schools have activities planned.
- Dr. Fitzgerald continues to ask parents to work with the principals if they have technical needs.

- Dr. Fitzgerald shared he has a meeting scheduled tomorrow regarding the impact of the economic projection on K-12 education this year and next year.
- Dr. Fitzgerald gave a special thank you for everything they have done to the Directors and their teams. Each Director gave a briefing on what their departments have done up to this point.
  - Mrs. Tara Faircloth- Mrs. Faircloth stated all have been working very hard to make remote learning a success. This is day number ten of remote learning. The details of the instruction were shared. Relationships are being maintained with our students and the community. Dr. Denman asked about the internet connections at home. Mrs. Faircloth shared the hot spots in place and the results of home internet access.
  - Dr. Michael Noel- Dr. Noel gave kudos to the department and stated we have been hiring new and returning staff. Benefits are continuing for those who need to make adjustments due to family members being out of work, etc. Over 67,000 meals have been served to our students. Transportation and the school constables have assisted with food distribution.
  - Mr. Kevin Thompson- Mr. Thompson gave thanks to his team. They have been working closely with the instruction department. They have been doing trainings throughout the district. They have continued to provide accommodations, holding IEP and other related services meetings, and are working closely with families. The therapy staff has continued to work with our students. Teletherapy has been explored as an option. The pre-K deaf and hard of hearing program is moving forward with a start date to come in the second semester of next year. Construction is also going forward. The custodial staff has been really keeping the buildings clean and going above and beyond.
  - Mrs. Kimberly Judy- Mrs. Judy shared her team has been working on-site even though they could work from home. They are keeping the bills paid and our employees paid. They are working closely with other Business Directors in the state regarding funding available.
  - Dr. Tamara Toles-Torain- Dr. Toles-Torain gave a huge thank you to all CR staff and departments. Currently, 302 CR students are identified as McKinney-Vento. Only two have been added since the crisis. Families are still receiving much-needed supports. Kindergarten registration is being accepted electronically with more to come once schools re-open. School Choice criteria will be reviewed once school reopens.
- In closing, Dr. Fitzgerald thanked CREA and CRSA representatives for their cooperation and support. He also thanked the School Board, community, and all CR staff.

### School Board

President Marelli thanked Dr. Toles-Torain and Mrs. Faircloth for setting up tonight's ZOOM meeting. She thanked all directors for their commitment to moving forward.

Mr. Failing shared he understands the teachers are missing the students and our district shines by making the students come first.

Mr. Marasco understands the frustration with technology and is impressed with how the chaos has been organized and stated we will be a lot stronger when we come out of this.

Dr. Denman shared she was impressed with the number of new hires and the professional development training we are taking advantage of. She commented on the remote learning instruction. She is very impressed. She understands the challenges with kindergarten registration. She is truly impressed with the food service and everything we are doing.

President Marelli welcomed Mr. Bill Bush to tonight's meeting. She shared there is a lot of frustration with technology, but she hopes we are focused on moving forward. She is happy with her children doing online classwork, seeing their friends via remote learning, and communicating with their teachers. She shared if we don't re-open on May 15<sup>th</sup>, we do have a plan. Mrs. Faircloth continued and explained that we are working on a solid plan.

### **Public Comments**



Amanda Valentine addressed the Board regarding her appreciation for all of the hard work CR is doing. She thanked everyone for their time. She states there are free resources online as we move forward with instruction of new material. She suggests extending the school year if we need to do that to make up for the lost instruction time.

## Action Items

### A. Personnel Matters

The Board approved Personnel Matters A.1 - A.5 as presented on the agenda.

Dr. Denman made a motion to accept Personnel Matters A.1 – A.5 as presented on the agenda. Mr. Marasco seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

#### 1. Teacher Appointments/Resignations/Retirements/Transfers

| Name                 | School | Position                | Action                           |
|----------------------|--------|-------------------------|----------------------------------|
| Sharon Bourke        | CRHS   | Biology                 | Appointment effective 8/20/2020. |
| Lynette Childs       | CRHS   | Spanish                 | Appointment effective 8/20/2020. |
| Brigitte Gravas      | CRHS   | Latin                   | Appointment effective 8/20/2020. |
| Antoniette Servodio  | CRHS   | Italian                 | Appointment effective 8/20/2020. |
| MacKenzie Grazetti   | CRHS   | English Language Arts   | Appointment effective 8/20/2020. |
| Bridget Kreitzer     | CRHS   | English Language Arts   | Appointment effective 8/20/2020. |
| Charmagne Quarles    | CRHS   | English Language Arts   | Appointment effective 8/20/2020. |
| Kristin Brown-Massey | CRHS   | Dean of Students        | Appointment effective 8/20/2020. |
| Karina Smoak         | CRHS   | Art                     | Appointment effective 8/20/2020. |
| Samantha Taylor      | CRHS   | Special Education       | Appointment effective 8/20/2020. |
| Rebecca Handel       | CRHS   | Special Education       | Appointment effective 8/20/2020. |
| Megan Kelly          | CRHS   | Special Education       | Appointment effective 8/20/2020. |
| Carrie Bouchard      | CRHS   | Special Education       | Appointment effective 8/20/2020. |
| Sandra Ramsdell      | CRHS   | Special Education       | Appointment effective 8/20/2020. |
| Alison Ruggiano      | CRHS   | Social Studies          | Appointment effective 8/20/2020. |
| Skye Boris           | CRHS   | PE/Health               | Appointment effective 8/20/2020. |
| Robert Easton        | CRHS   | Business                | Appointment effective 8/20/2020. |
| Dwayne Lavender      | CRHS   | Driver's Education      | Transfer effective 8/20/2020.    |
| Edith Porter         | CRHS   | Mental Health Counselor | Appointment effective 8/20/2020. |
| Catherine Preszler   | CRHS   | Music/Band              | Appointment effective 8/20/2020. |
| Patricia Jilek       | ABMS   | Mathematics             | Transfer effective 8/20/2020.    |
| Reginald Millner     | ABMS   | Mathematics             | Appointment effective 8/20/2020. |
| Emily White          | FMS    | Mental Health Counselor | Appointment effective 8/20/2020. |
| Kristin Hutton       | FMS    | Art                     | Appointment effective 8/20/2020. |
| Megan Saunders       | FMS    | Special Education/Math  | Appointment effective 8/20/2020. |
| Samantha Wanzor      | FMS    | English Language Arts   | Appointment effective 8/20/2020. |

|                            |     |                            |                                  |
|----------------------------|-----|----------------------------|----------------------------------|
| Shuyan Wu                  | FMS | Chinese Immersion          | Appointment effective 8/20/2020. |
| Yuwen Zhang                | FMS | Chinese Immersion          | Appointment effective 8/20/2020. |
| Reily Corbeil              | PMS | English Language Arts      | Appointment effective 8/20/2020. |
| Brittany Blacksten         | PMS | Special Education          | Appointment effective 8/20/2020. |
| Shawnielle Henry           | PMS | Special Education          | Appointment effective 8/20/2020. |
| Debra Pratt                | PMS | Mathematics                | Appointment effective 8/20/2020. |
| Ja'Kim Cohen               | PMS | Mathematics                | Appointment effective 8/20/2020. |
| Jennifer Walter            | PMS | English Language Arts      | Appointment effective 8/20/2020. |
| Peyton Cluff               | PMS | Social Studies             | Appointment effective 8/20/2020. |
| Gretchen Fox               | PMS | English Language Arts      | Appointment effective 8/20/2020. |
| Kristee Guy                | PMS | Special Education          | Appointment effective 8/20/2020. |
| Andrew Walls               | AFE | Music                      | Appointment effective 8/20/2020. |
| Morgan Starr               | AFE | Elementary                 | Appointment effective 8/20/2020. |
| Steven Bilbrough           | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Joshua Hirsh               | JSC | Life Skills                | Appointment effective 8/20/2020. |
| William Johnson            | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Laurie Kontz               | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Jackson Levins             | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Terianne Utle              | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Allison Smith-Diarra       | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Abigail Smith              | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Andrea Loper               | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Cheline Jacques            | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Carrie Desch               | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Tori Brien                 | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Carol Zistl                | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Ashley Mckee               | JSC | Life Skills                | Appointment effective 8/20/2020. |
| Ashley Daube               | JSC | Life Skills                | Transfer effective 8/20/2020.    |
| Samantha Lahman-Quillen    | ILC | Special Education          | Appointment effective 8/20/2020. |
| Marshall Brown             | ILC | Special Education          | Appointment effective 8/20/2020. |
| Jennifer Estrada           | MCI | Spanish Immersion          | Appointment effective 8/20/2020. |
| Jennifer Freeman           | NHS | English Language Arts      | Appointment effective 8/20/2020. |
| Heather Pare               | NHS | Elementary                 | Appointment effective 8/20/2020. |
| Melissa Sargent            | NHS | Special Education          | Appointment effective 8/20/2020. |
| Hannah Booth               | NHS | Elementary                 | Appointment effective 8/20/2020. |
| Jane't Long                | NHS | Early Intervention Program | Appointment effective 8/20/2020. |
| Heydi Aguilera Quintanilla | SHE | Spanish Immersion          | Appointment effective 8/20/2020. |
| Samantha Lensbower         | SHE | Special Education          | Appointment effective 8/20/2020. |
| Rebecca Reynolds           | SHE | Special Education          | Appointment effective 8/20/2020. |



|                       |     |                   |                                  |
|-----------------------|-----|-------------------|----------------------------------|
| Melissa Rutherford    | SHE | Special Education | Appointment effective 8/20/2020. |
| Samantha Lloyd        | WEL | Elementary        | Transfer effective 8/20/2020.    |
| Jeremiah Millner      | WBS | Special Education | Appointment effective 8/20/2020. |
| Christina Duff        | WBS | Elementary        | Appointment effective 8/20/2020. |
| Katelyn Calderon      | WBS | Elementary        | Appointment effective 8/20/2020. |
| Shijia Liu            | WBS | Chinese Immersion | Appointment effective 8/20/2020. |
| Yaoru Li              | WBS | Chinese Immersion | Appointment effective 8/20/2020. |
| Chun Lin Kuo          | WBS | Chinese Immersion | Appointment effective 8/20/2020. |
| Jill Carroll          | WRB | Nurse             | Appointment effective 8/20/2020. |
| Rocio Garcia Martinez | WRB | Spanish Immersion | Appointment effective 8/20/2020. |
| Elizabeth Roverano    | WRB | Spanish Immersion | Appointment effective 8/20/2020. |
| Alberta Mories Andres | WRB | Spanish Immersion | Appointment effective 8/20/2020. |
| Laura Polo Garcia     | WRB | Spanish Immersion | Appointment effective 8/20/2020. |
| Courtney Cochran      | WRB | Elementary        | Appointment effective 8/20/2020. |
| Leslie Crews          | WRB | Elementary (CIP)  | Appointment effective 8/20/2020. |
| Mallory Doddato       | WRB | Elementary        | Appointment effective 8/20/2020. |
| Christina Goddard     | WRB | Special Education | Appointment effective 8/20/2020. |
| Jennifer Goldsmith    | WRB | Special Education | Appointment effective 8/20/2020. |
| Christin DiLorenzo    | WRB | Special Education | Appointment effective 8/20/2020. |

2. Paraprofessional Appointments/Resignations/Retirements/Transfers

| Name            | School | Position         | Action                           |
|-----------------|--------|------------------|----------------------------------|
| Kimberly Colone | AFE    | Paraprofessional | Transfer effective 3/2/2020.     |
| Colleen Boone   | WRB    | Paraprofessional | Resignation effective 3/28/2020. |

3. Secretarial Appointments/Resignations/Retirements/Transfers

| Name            | School | Position  | Action                         |
|-----------------|--------|-----------|--------------------------------|
| Rebecca Legates | WBS    | Secretary | Retirement effective 7/1/2020. |

4. Custodial Appointments/Resignations/Retirements/Transfers

| Name           | School | Position                        | Action                           |
|----------------|--------|---------------------------------|----------------------------------|
| Tyler Garrett  | PMS    | 2 <sup>nd</sup> Shift Custodian | Appointment effective 3/16/2020. |
| Michael Semans | PMS    | Chief Custodian                 | Appointment date TBD.            |

5. Child Nutrition Appointments/Resignations/Retirements/Transfers

| Name             | School | Assignment              | Action                           |
|------------------|--------|-------------------------|----------------------------------|
| Shirley Procopio | CRHS   | 3.0hr General Worker    | Resignation effective 3/27/2020. |
| Deborah Powell   | MCI    | Child Nutrition Manager | Retirement effective 9/30/2020.  |

## Routine Business

### Gifts to Schools

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

Mr. Marasco made a motion to accept Gifts to Schools as presented on the agenda. Dr. Denman seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

- W.B. Simpson received a donation of equipment, training, and curriculum (\$2,250 Value) from The First Tee of DE to enhance their current PE curriculum and SSB units.

### Policy Matters

#### 2019-20 and 2020-21 School Choice Recommendations

The Board approved the 2019-20 and 2020-21 School Choice Recommendations.

Mr. Marasco made a motion to accept the 2019-20 and 2020-21 School Choice recommendations as presented. Dr. Denman seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

#### Illustrative Math and American Reading Company

Mrs. Tara Faircloth gave a briefing on Illustrative Math and American Reading Company. She shared the STEM connection and the student support for Illustrative Math. She shared the teacher's overwhelming support for this program and the Humanities Council and Cabinet approval. She shared her personal experience since her children are using these programs.

The Board accepted the Illustrative Math and American Reading Company curriculum.

Mr. Marasco made a motion to accept the Illustrative Math and American Reading Company curriculum. Dr. Denman seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

### Fiscal Matters

#### Budget/Fiscal Reports

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

Mr. Failing stated with people out of our buildings we will see some changes. He requested a more frequent updated report because of the current crisis. Mrs. Judy stated she will be able to do this.

Mr. Marasco made a motion to accept the Monthly Budget/Fiscal Reports as presented on the agenda. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

#### Financial Position Report as of March 31, 2020

Mrs. Kim Judy, Director of Business and Finance, explained the Financial Position Report as of March 31, 2020.

Dr. Denman asked for an explanation on carry-over funds for next year. Mrs. Judy explained the funds.

Mr. Marasco made a motion to accept the Financial Position Report as of March 31, 2020, as presented on the agenda. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

### Facilities Matters

#### Change Orders



Mr. Ken Starke, Supervisor of Facilities and Management, explained the Change Orders individually as listed on the agenda.

| Change Order #   | Contractor                     | Amount/Increase | Amount/Decrease |
|--|--------------------------------|-----------------|-----------------|
| #004- Change vct tile to epoxy flooring in bathrooms. Add ceramic wall tile to gang bathrooms. Misc. power lighting, and data location changes. Fire damper changes. Grease trap monitoring. | Richard Y. Johnson & Son, Inc. | \$105,873.00    |                 |

Mr. Marasco made a motion to accept the Change Order #004 for the David E. Robinson Elementary School as presented on the agenda. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

| Change Order #   | Contractor                     | Amount/Increase | Amount/Decrease |
|--|--------------------------------|-----------------|-----------------|
| #005- Material increase from bid award, electrical changes to include elevator room, door power changes. | Richard Y. Johnson & Son, Inc. | \$43,387.00     |                 |

Mr. Marasco made a motion to accept the Change Order #005 for David E. Robinson Elementary School as presented on the agenda. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

| Change Order #                          | Contractor                     | Amount/Increase | Amount/Decrease |
|---|--------------------------------|-----------------|-----------------|
| #006- new maintenance/storage building. | Richard Y. Johnson & Son, Inc. | \$534,543.00    |                 |

Discussion took place on the size and location of the building.

Mr. Failing made a motion to accept the Change Order #006 for David E. Robinson Elementary School as presented on the agenda. Dr. Denman seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

#### Construction Bids

Mr. Ken Starke, Supervisor of Facilities and Management, explained the Construction Bid as listed on the agenda.

- a. American Design Associates- Teacher and student desks: \$244,750.00 (CRHS)

Mr. Marasco made a motion to accept the Construction Bid 4a. for Caesar Rodney High School as presented on the agenda. Dr. Denman seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

#### **Discussion Items**

#### Directors' Reports

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

Mr. Failing stated everyone has gone above and beyond. Remote learning has come a long way very fast. He stated we have the talent but connectivity continues to be a challenge. Our students deserve the best we can give them.

Connectivity and legislation need to change as they are the two roadblocks right now. Mrs. Faircloth stressed we are striving for connectivity for all and providing paper/pencil packets for those who cannot connect.

Mr. Marasco has noticed the construction status and was happy to see how we are continuing with our projects.

### **Executive Session**

At 8:21 p.m. Dr. Denman made a motion to go into executive session to discuss personnel matters and land acquisition. Mr. Marasco seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

At 10:24 p.m. Mr. Marasco made a motion to come out of executive session. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).  
There was no executive session.

### **Adjournment**

At 10:25 p.m. Mr. Marasco made a motion to adjourn. Dr. Denman seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

  
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Kevin R. Fitzgerald, Ed. D., Executive Secretary Date