

**Regular Meeting
May 19, 2020**

Opening

Call to Order

At 6:00 p.m. School Board President Jessica Marelli called the May 19, 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

Mr. Marasco made a motion to adopt the May 19, 2020 agenda. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

Approval of Minutes – April 21, 2020, Regular Meeting Minutes

Dr. Denman made a motion to approve the April 21, 2020, Regular Meeting Minutes as presented. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

Executive Session

At 6:03 p.m. Mr. Marasco made a motion to go into executive session to conduct interviews for the Principal of the John S. Charlton School. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

At 7:37 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).

President Marelli moved the appointment of the John S. Charlton School (item A. 1) to after the next Executive Session.

Presentations

Studio JAED gave a presentation on the Facility Master Plan for the district. Guiding principles, demographic data, site analysis, and community demographics were a few of the things shared. Graphs and maps for enrollment were shared for all schools. The difference between a Demographic Projection vs. a Demographic Forecast was discussed. Enrollment predictions were also shared. The enrollment peak is projected for 2023-2024. Building capacity vs. forecasted enrollment data graphs was shared. The new David E. Robinson Elementary School was not included in the data so the district will have options. Recommendations and a timeline were shared with the Board. Dr. Denman asked about the capacity for the high school. Based on projected enrollment and the additions we have made to the high school the district will meet the growth there. Mr. Failing agreed with the presentation and thanked Studio JAED for the detailed presentation. Dr. Fitzgerald shared his information on a new development of 258 family lots in Magnolia. Studio JAED will verify this to make sure it is on the radar.

Communications

Superintendent

Dr. Fitzgerald communicated the following to the Board:

- Dr. Fitzgerald thanked Studio JAED for their presentation and for their work on the addition to the high school.
- Dr. Fitzgerald thanked Col. Schaff for his service and to wish him and his family well at his new base.
- Dr. Fitzgerald let Dr. Noel and his family know that we are thinking of them as they deal with the final stages of his father's illness.
- Dr. Fitzgerald commended Mrs. Tara Faircloth and her team especially Carrie Bush and Lauren Bolden for their work in making remote learning successful. He also commended and thanked the Curriculum and Instruction Division for setting up an Instructional Hotline to support parents as they support their children.
- Dr. Fitzgerald thanked Mr. Paul Rodgers and his Child Nutrition team for serving over 136,890 meals since March 16th.
- Dr. Fitzgerald gave a meeting update to the Board. DEFAC was to have met yesterday, but they will now meet on 5/21, and Dr. Fitzgerald will meet with OMB on 5/27. He stated, "I would say at this point we anticipate finishing this school year without any significant decrease in funding. Next year will depend on federal intervention and state and local tax revenue."
- Dr. Fitzgerald shared in her report this evening, Dr. Toles-Torain will address some minor calendar changes. The student's last day remains June 16th and the teacher's last day remains June 19th.
- Dr. Fitzgerald shared the Department of Education and OMB are working on language that would allow for an extension of six months for vacation days in excess of 42 days for 12-month employees. They can only carry over so many days each year otherwise they are lost.
- Dr. Fitzgerald stated we have been informed that plans should be made for a virtual summer school program. We have asked for an exception with our Charlton students and we are awaiting an answer. Dr. Fitzgerald stated we continue to ask for an answer to the summer school driver's education issue. They have told us that we may have to allocate funds out of our Cares Act money to cover the additional expense of having this year's students drive in the fall.
- Dr. Fitzgerald took a moment to thank our secretaries and our administrators for keeping the lines of communication open and in essence keeping our schools open during remote learning.
- Dr. Fitzgerald invited the high school principal, Dr. Sherry Kijowski, to discuss graduation. She shared the things they have been doing for the seniors this year. The virtual flipbooks, senior recognition, and social media updates were mentioned. She continued and mentioned the electronic billboard for the seniors. Plans are continuing for graduation.
- Dr. Fitzgerald asked each director to give a briefing on their departments.
 - Mrs. Faircloth shared updates including the wifi spots, child nutrition lunch bus, therapist's ZOOM accounts, transportation delivering materials to staff, and virtual summer school plans.
 - Mr. Thompson thanked all staff and the support they are giving to provide instruction to our students, staffing for next year, Charlton graduation, the nurses are planning for the fall, the custodial staff has now started the summer schedule and planning for opening the schools.
 - Mrs. Judy shared her department is supporting all other departments with their needs, extra supplies and equipment are being purchased, she stated thing shared running smoothly.
 - Dr. Toles-Torain shared the calendar revisions. June 2nd will still be an in-service day, the last school days for students have been modified. June 12th will now be for grading with no teacher office hours. The other days will be remote learning days for students. She shared the visiting teachers are now out visiting homes. Student attendance is averaging 82% during remote learning and paper/pencil packets. 7% of 82% are using paper/pencil packets. She is hopeful the number will improve.
 - Mrs. Faircloth stated hot spots and Chromebooks are still being handed out throughout the district. Additional devices are distributed as we have them. Mr. Failing was impressed with the 82% attendance with remote learning, He is very proud of the amount of energy given to make this process happen. Mrs. Faircloth stated next year our goal is to provide a device to every student. President Marelli was impressed with the finances which does not include a license for using ZOOM as it is given to us to use for no fee.

Dr. Fitzgerald continued with his thoughts on the increasing enrollment especially at the middle school level. He is hoping for legislative support as we look for creative ways to support this.

School Board

Dr. Denman loves the virtual flipbooks for the seniors. She enjoys seeing them on social media and reading their quotes. This is making a big statement.

Mr. Marasco echoed Dr. Denman's statement and thanked the high school staff for everything they have done. He also thanked all staff including Dr. Fitzgerald and the administrative team.

Dr. Fitzgerald stated this year's high school yearbook was very impressive. He gave kudos to the yearbook staff.

Public Comments

There were no public comments.

Action Items

Personnel Matters

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

Mr. Marasco made a motion to accept Personnel Matters B.1 – B.5 as presented on the agenda. Mr. Failing 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
Jacob Good	CRHS	Mathematics	Appointment effective 8/20/2020.
Mark Crossley	CRHS/FMS/ PMS	Music/Band	Transfer effective 8/20/2020.
Kevin Clavier	FMS	PE/Health	Appointment effective 8/20/2020.
Jonathan Mracko	PMS	Music/ Band	Appointment effective 8/20/2020.
Heather Ness	JSC	Social Worker	Appointment effective 8/20/2020.
Monique Watson	JSC	Mental Health Counselor	Resignation effective end of 2019-2020 SY.
Mary Stuart	DW	School Nurse	Resignation effective end of 2019-2020 SY.
Rafiq Henry	FMS	Social Studies	Resignation effective end of 2019-2020 SY.
Wendy Dotson	PMS	Special Education	Resignation effective end of 2019-2020 SY.

2. Paraprofessional Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
LeeAnn Martini	JSC	Paraprofessional	Resignation effective end of 2019-2020 SY.

3. Secretarial Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Deborah Miller	DO	Financial Secretary	Retirement effective 7/18/2020.

4. Custodial Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Michael Semans	PMS	Chief Custodian	Appointment effective 4/21/2020.
Joseph Balcerak	NHS	Chief Custodian	Appointment effective 4/21/2020.

5. Other Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Terry Lovin	DO	Technology Specialist	Resignation effective 7/1/2020.

Routine Business

Policy Matters

2019-20 and 2020-21 School Choice Recommendations

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

Dr. Denman made a motion to accept the 2019-20 and 2020-21 School Choice recommendations as presented. Mr. Failing 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. Marasco made a motion to accept the Monthly Budget/Fiscal Reports as presented on the agenda. Dr. Denman 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
#002- Replaced glycol.	Diamond Mechanical		\$11,500.00

Mr. Marasco made a motion to accept the Change Order #002 for the Fred Fifer III Middle 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
#009-Plumbing revisions at storage building, Duct revisions below lab, Floor penetration sleeves.	Kent Construction	\$20,891.65	

Mr. Marasco made a motion to accept the Change Order #009 for Caesar Rodney High School as presented on the

agenda. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

Dr. Fitzgerald asked for an update on the construction projects. Mr. Starke shared things are proceeding well. The high school site work is also coming along great. The elementary school underground utilities are going in and things are proceeding well. Dr. Fitzgerald asked about plexiglass barriers, safety procedures, etc, for secretaries for when we re-open. Mr. Starke stated we will look into some options.

Discussion Items

Directors' Reports

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

Executive Session

At 9:01 p.m. Dr. Denman made a motion to go into executive session to discuss land acquisition and to continue the discussion regarding the principal at the John S. Charlton School. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

At 10:06 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).

Personnel Matters

The Board appointed Dr. Tina Sander-Loftus as the Principal at the John S. Charlton School with a start date to be determined.

Mr. Marasco made a motion to appoint Dr. Tina Sander-Loftus as principal at the John S. Charlton School. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).

Adjournment

At 10:07 p.m. Mr. Marasco made a motion to adjourn. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Marasco, Failing, and Denman).


Kevin R. Fitzgerald, Ed. D., Executive Secretary
6/16/2020
Date