

**Work Session  
June 26, 2020**

**Opening**

Call to Order

At 9:05 a.m. School Board President Jessica Marelli called the June 26, 2020, Caesar Rodney School District Work Session to order.

Roll Call

Members present in addition to President Marelli were Vice President, Mr. Michael Marasco, Board Members Mr. Dave Failing, Dr. Joyce Denman, Base Liaison Lt. Col. Michael Morales, District Attorney, Jim McMackin and Executive Secretary Dr. Kevin Fitzgerald. Mr. P. Scott Wilson was not present.

Adoption of Agenda

Dr. Denman made a motion to adopt the June 26, 2020 agenda as presented. Mr. Failing seconded the motion and after roll call, the motion carried 4-0 with 1 absent. (Marelli, Marasco, Failing, and Denman).

Coordinator of Equity and Diversity

Mr. Failing began the discussion. He asked about the committee and how they would work with the coordinator? He asked how we would handle student concerns and how they would be addressed? Another point would be how would we find this candidate?

Mr. McMackin advised the Board when any committee is formed, his advice would be to have the Board task a member to create the committee by assigning recommended individuals to serve on the committee and report back to the Board with that recommendation. Dr. Denman stated how could we have this committee work more quickly. The person tasked with the committee would be given a deadline to report back to the Board.

Dr. Noel stated we plan to use all social media and website platforms for viable candidates.

Dr. Failing continued to ask how a student file a grievance and the level process. Dr. Toles-Torain stated they can forward to their principal or district administrator. The process is listed in the parent/ student handbook and updated yearly. Dr. Fitzgerald shared the language in the handbook. The effectiveness of this information was discussed. A reporting app called, "Stop It" was introduced before the pandemic. It can be done anonymously.

Mr. McMackin recommended the Board should stay with the current agenda when posing discussion items. He offered a suggestion when posing a question.

Mrs. Marelli asked if the coordinator could make recommendations for policy. Dr. Toles-Torain stated the coordinator could make those recommendations and they could also work with the committee.

Mr. MackMackin stated the procedure would need to be approved by the Board of Education.

Mr. Failing asked if the coordinator would have accessibility and serve as an advocate for students and staff? Dr. Noel read the job description to the Board. Dr. Denman stated we should not overwhelm the individual with excess. There should be levels to go through which included school personnel. She believes they should be more of a fact gatherer due to the size of the district. Dr. Failing stated a quicker response helps to find a solution and this person could be available. Discussion took place on the incident reporting process. Mr. Marasco stated he believes this person should have accessibility to help guide the concerned person through the process.

Mr. Marasco asked what type of person are we looking for? Mr. McMackin restated the question for Mr. Marasco to be FOYA compliant. Dr. Toles-Torain stated there is a lot of work being done in this area and several people actively doing this type of work on the national level. They should well verse in cultural competency, implicit bias, inclusion, knowledge of school law, and have a historical perspective. Dr. Denman agreed. Mr. Marasco asked how we would introduce this person to our school community. Dr. Noel stated this

person would be a part of each building as a district employee. Dr. Toles-Torain added they would be included in the buildings welcome back activities, etc.

Dr. Denman stated she would like to have more specific information included in the job description such as a framework and what we want this person to do. Mr. Failing added we should be excited about this position and we should celebrate it. He continued to state the public should know we are committed to creating this position.

Dr. Fitzgerald asked Mr. McMackin if the Board is satisfied with the job description could it be posted? Mr. McMackin stated this does not impede with FOYA or the law. He continued to state after this discussion today there is a need to provide guidance from the Board to the administration to move forward. The need to attract qualified candidates is evident.

Dr. Denman made a motion to amend the agenda to include an action item for item #2 instead of a discussion item. Mr. Failing seconded the motion and after roll call, the motion carried 4-0 with 1 absent. (Marelli, Marasco, Failing, and Denman).

### **Action Item**

Dr. Fitzgerald asked the Board if they were satisfied with the discussion today and if the job description could be posted. Dr. Denman stated she specifically liked Dr. Toles-Torain's language to be added to the job description. Mr. McMackin stated this could be added with a motion. Mr. McMackin continued to suggest the following language. "I make a motion to approve the job description as presented and we entrust the administration to incorporate the prior comments of Dr. Toles-Torain in regard to such things as diversity, equity, inclusion, trauma informed responses, and restorative practices in such that Dr. Toles-Torain's comments earlier and Dr. Denman's comments earlier are reflected in the final job description."

Dr. Denman made a motion consistent with Mr. McMackin's prior statement. Mr. Failing seconded the motion and after roll call, the motion carried 4-0 with 1 absent. (Marelli, Marasco, Failing, and Denman).

### **Executive Session**

At 10:01 a.m. Mr. Failing made a motion to go into Executive Session. The purpose of which is to conduct preliminary discussions on real estate acquisition as afforded by 29 Del. C. Sect. 10004(b)(2). Dr. Denman seconded the motion and the motion carried 4-0 with 1 absent. (Marelli, Marasco, Failing, and Denman).

At 10:52 a.m. Mr. Failing made a motion to come out of Executive Session. Dr. Denman seconded the motion and the motion carried 4-0 with 1 absent. (Marelli, Marasco, Failing, and Denman).

### **Adjournment**

At 10:53 a.m. Dr. Denman made a motion to adjourn. Mr. Failing seconded the motion and the motion carried 4-0 with 1 absent. (Marelli, Marasco, Failing, and Denman).

  
Kevin R. Fitzgerald, Ed. D., Executive Secretary      7/7/2020      Date

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