

**Regular Meeting  
December 18, 2018**

**Opening**

Call to Order

At 7:02 p.m. School Board President Jessica Marelli called the December 18, 2018, Caesar Rodney School District regular meeting to order.

Roll Call

Members present in addition to Mrs. Marelli were Vice-President Mr. Michael Marasco, Mr. Dave Failing, Mr. P. Scott Wilson, Base Liaison Major Schaff, and Executive Secretary Dr. Kevin R. Fitzgerald.

Adoption of Agenda

President Marelli amended the agenda and moved the Executive Session to after Public Comments. Mr. Marasco made a motion to adopt the amended December 18, 2018 agenda and the addendum as presented. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).

Approval of Minutes – November 20, 2018, Regular Meeting Minutes

Mr. Marasco made a motion to approve the November 20, 2018, Regular Meeting Minutes as presented. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).

**Presentation**

Recognitions

Irelynn Farrington, F. Niel Postlethwait Middle School seventh grader, received the Spirit of Caesar Rodney Student Award for being a published author and donating a portion of her book sales to the A.I. DuPont Hospital oncology ward. Irelynn was also commended for her volunteer work at the Ronald McDonald House in Wilmington. Irelynn presented a signed copy of her book to Dr. Fitzgerald.

Presentation

Nellie Hughes Stokes Elementary School Principal, Mrs. Darisa Everett introduced their chorus ensemble and instructor. The students performed a few holiday songs both in English and German.

Mr. William G. Bush IV was presented with a proclamation and a plaque from the Board for his service to the Caesar Rodney community. A presentation was also given honoring his history with our district.

Communications

Superintendent

Dr. Fitzgerald communicated the following to the Board:

- Dr. Fitzgerald congratulated Irelynn Farrington on her award and for being a great role model.
- Dr. Fitzgerald congratulated Mr. Bush on his election and thanked him for his service to the school district.
- Dr. Fitzgerald congratulated Nellie Hughes Stokes Elementary School for being named a state recognition school and was recognized for their continued excellence. He then commended Welch and Air Base Middle Schools which were also recognized for their continued excellence.

- Dr. Fitzgerald congratulated CRHS student, Garrett Giedel, for being named as Delaware's representative to the annual US Senate Youth Government and Leadership Education Program in Washington DC.
- Dr. Fitzgerald received news that all approvals have been received to move forward with the new base construction this spring.
- Dr. Fitzgerald then shared some important dates with the Board
  - Tomorrow night the traditional holiday concert will be held at the high school. It is the Milford/ CR wrestling match pitting last year's Division I and II state champions. He stated if you are attending you should get there early!
  - The Board meeting in January 15th has been moved from the high school to Fifer Middle School. This was at the high school's request since the 15th is an exam day for the high school.
  - As a result of an error on the posting and advertisement for the Board vacancy and a glitch with the online application process, the application process has been extended to January 8th.
  - Potential days for the Board to meet in January to fill the vacant Board seat 1/10, 1/11, 1/14, 1/16, 1/17.
  - The CR School District will have a table at MLK breakfast on January 21st. Karen Jordan CRHS Class of 1987 will be the guest speaker. She is the Senior Vice President of Planning, Commercialization and Strategy for Pepsi Co.'s North American Beverage Business.
  - The district will be closed from 12/24 to 1/2/19.
  - On behalf of the District, Dr. Fitzgerald wished all a wonderful holiday and a Happy New Year!

#### School Board

- Mr. Failing thanked CR for preparing our students for college. He shared he has met someone who states she is the oldest surviving graduate of CR.
- President Marelli wished everyone a Merry Christmas and Happy Holidays.

#### **Public Comments**

There were no public comments at this meeting.

#### **Executive Session**

At 7:34 pm. Mr. Marasco made a motion to go into Executive Session. The purpose of which was to discuss Administrative Contract Renewals/Non-Renewals. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).

At 8:53 pm. Mr. Marasco made a motion to come out of Executive Session. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).

#### **Action Items**

- A. Administrative Contract Renewals/Non-Renewals  
Mr. Marasco made a motion to approve the Administrative Contract Renewals/Non-Renewals as recommended. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).
- B. Approval of the Superintendent's Contract  
Mr. Marasco made a motion to approve the Superintendent's Contract. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).
- C. Personnel Matters
  1. Teacher Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Seth Brosius	FMS	Math- Long Term Sub	Appointment effective 12/10/2018.
Shelby Parsram	ABM	Special Education	Temporary appointment effective 11/26/2018-6/30/2019.
Peyton Cluff	PMS	Social Studies	Temporary appointment effective 11/26/2018-6/30/2019.
Denise Brosius	DO	Resource Teacher	Retirement effective 3/1/2019.
Nancy Mulford	PMS	School Nurse	Retirement effective end of 2018-2019 SY.
Tirzah Grimes	WRB	ELL	Temporary appointment effective 1/2/2019-6/30/2019.
Rebecca Reynolds	SHE	Special Education	Temporary appointment effective 12/03/2018-6/30/2019.
Jennifer Hunter	CRHS	English	Resignation effective 12/12/2018.

2. Paraprofessional Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Lisa Crouch	JSC	Paraprofessional	Resignation effective 11/06/2018.
Mary Russell	JSC	Paraprofessional	Resignation effective 11/30/2018.
Tabatha Detwiler	JSC	Paraprofessional	Temporary appointment effective 12/10/2018-6/30/2019.
Nettishesha Scott	JSC	Paraprofessional	Temporary appointment effective 12/13/2018-6/30/2019.

3. Custodial Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Jerry Hubbard	CRHS	2 <sup>nd</sup> Second Shift Custodian	Appointment effective 12/10/2018.

4. Child Nutrition Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Susan Aird	CRHS	3hr General Worker	Resignation Effective 11/09/2018.
Tamara Hicks	CRHS	3hr General Worker	Appointment Effective 11/5/2018.
Marylyn Torres	CRHS	3hr General Worker	Appointment Effective 11/26/2018.
Rahilah Garfield	AFE	3hr General Worker	Appointment Effective 11/26/2018.
Joshua Pennington	FMS	3.5hr General Worker	Appointment Effective 12/7/2018.
Letitia Williams	AFE	5hr General Worker	Transfer to 5.5hr GW Effective 11/26/2018.
Carrie Goodman	NHS	3hr General Worker	Transfer to 5.5hr GW Effective 11/26/2018.

5. Extra Duty Recommendations/Resignations

Name	School	Activity	Position	Action
Kayla Seacord	CRHS	Swimming	Volunteer Coach	Recommendation for Winter Sports 2018-19.
Jessica Moyer	CRHS	Indoor Track	Volunteer Coach	Recommendation for Winter Sports 2018-19.
Patricia Jilek	PMS	Girls Basketball	Volunteer Coach	Recommendation for Winter Sports 2018-19.
Dwayne Wilson	CRHS	Indoor Track	Volunteer Coach	Recommendation for Winter Sports 2018-19.
Elizabeth Boaman	CRHS	Basketball - Girls	Volunteer Coach	Recommendation for Winter Sports 2018-19.
Paul Son	CRHS	Indoor Track	Volunteer Coach	Recommendation for Winter Sports 2018-19.
Dominique Brown	CRHS	Indoor Track	Volunteer Coach	Recommendation for Winter Sports 2018-19.

6. CREA Travel Requests

Name	School	Position	Action
Keith McCarthy	CRHS	Teacher	To attend Be the Best. Cherryhill, NJ 1/17/2019-1/19/2019.
Danielle LeNoir	PMS	Teacher	To attend Little Kids Rock Band Summit. Colorado State University, 7/28/2019-8/2/2019.

Mr. Marasco made a motion accept Personnel Matters A.1 - A.6 as presented on the agenda. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).

Routine Business

Student Travel

**Caesar Rodney High School**

Event	Date	Location
Chinatown Club Trip- Chinese Club students	Friday, February 1, 2019	Philadelphia, PA

**W.B. Simpson Elementary School**

Event	Date	Location
Smithsonian Museum- 5th grade class trip	Wednesday, May 29, 2019	Washington, D.C.
Franklin Institute- 4th grade class trip	Wednesday, May 29, 2019	Philadelphia, PA

**F. Niel Postlethwait Middle School**

Event	Date	Location
Main Event- Blue 8 students	Thursday, December 20, 2018	Newark, DE

Mr. Marasco made a motion to approve Student Travel as presented on the agenda. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).

Gifts to Schools

The following donations were presented for Board approval:

- Caesar Rodney High School received \$1,000 from Steve Kayabas, Exxon Mobile Educational Alliance.
- Star Hill Elementary School received a \$200 donation from Car Zone for Thanksgiving and Christmas.
- The Charlton Program received a Rifton Adaptive Tricycle (Value \$1,000) from Michael L. Coffin.
- Major George S. Welch Elementary School received a Nugget Comfort Couch and Couch Cover values at \$328 from Donor's Choose via Kim Weber.
- F. Niel Postlethwait Middle School received a \$100 donation for their Toys for Tots Drive.
- F. Niel Postlethwait Middle School received donations from the following staff members for their Adopt-a-Family:
  - Mr. Scott Golden
  - Nancy and Ed Mulford
  - Mr. Jeff Kelly
  - Ms. Barbara Darlington
  - Mrs. Diane Courtney
- F. Niel Postlethwait Middle School received a \$500 donation for the Principal for a Day Program from M&T Bank Charitable Foundation.
- W. Reily Brown Elementary School received \$500 from the M&T Charitable Foundation.

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

Policy Matters

2018-2019 School Choice Recommendations

Mr. Marasco made a motion to approve the 2018-2019 School Choice Recommendations as presented. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).

Fiscal Matters

Budget/Fiscal Reports

Mr. Scott Kessel, Director of Business and Finance/Support Services, explained the Budget/Fiscal Reports.

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

FY19 Final District Operating Budget

Mr. Scott Kessel, Director of Business and Finance/Support Services, explained the FY19 Final District Operating Budget.

Mr. Marasco made a motion to accept the FY 19 Final District Operating Budget as presented. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).

Facilities Matters

Change Order for the New Elementary School

Mr. Ken Starke, Supervisor of Facilities Management, explained the Change Order for the New Elementary School.

<b>Change Order #</b>	<b>Contractor</b>	<b>Amount/Increase</b>	<b>Amount/Decrease</b>
001- Additional A&E fees: Alternate 1: A two classroom alternate at Wing B and Alternate 2: A four classroom alternate at Wing C in addition to V.E. efforts already undertaken without cost. Work includes additional design for structural, M/E/P and architectural to provide these classroom wing alternates in alignment with other V.E.efforts.	Becker Morgan Group, Inc.	\$86,000.00	

Mr. Marasco made a motion to approve the Change Order for the New Elementary as presented. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).

Change Order for the John S. Charlton School

Mr. Ken Starke, Supervisor of Facilities Management, explained the Change Order for the John S. Charlton School.

<b>Change Order #</b>	<b>Contractor</b>	<b>Amount/Increase</b>	<b>Amount/Decrease</b>
004- VAV Replacement Design and Construction Administrative Services	Studio JAED	\$38,680.00	

Mr. Marasco made a motion to approve the Change Order for the John S. Charlton as presented. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).

Change Order for Caesar Rodney High School

Mr. Ken Starke, Supervisor of Facilities Management, explained the Change Order for Caesar Rodney High School. Studio JAED also gave a detailed explanation on the change order and discussion took place regarding the findings of the previous construction not completed. The budget and contingency was discussed.

Change Order #	Contractor	Amount/Increase	Amount/Decrease
007-Supply and install closers to container doors, additional work for damper repairs, atc balancing time and material, add flat-plate remote temperature sensors for each VRF, demo and install new ceilings in rooms C200A, B202, and AB21, pipe the expansion valve, boiler drain, and condensate, add BC-Y blower coil for control valve replacement, additional work to correct existing blower coil, blower coil power, revised panel schedule, replace existing combination isolation/auto flow balancing/control valves	Studio JAED	\$331,503.83	

Mr. Wilson made a motion to approve the Change Order for Caesar Rodney High School as presented. Mr. Marasco seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).

**Discussion Items**

School Constables Feasibility

The Board discussed the feasibility of School Constables. Dr. Fitzgerald asked the Board to allow a posting for three constables. This would be one at the elementary school level and two at the middle school level. Mr. Marasco suggested we find a lead constable first and ask our School Resource Officer for his opinion. Mr. Failing would like to see a job description for the position. Dr. Fitzgerald will present a job description and scope of work for the position. Mr. Wilson stated we need to know what they are able to handle legally. Discussion took place regarding some current constable responsibilities and being more active in the schools.

Directors' Reports

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

**Executive Session**

There was no Executive Session.

**Adjournment**

At 9:36 p.m. Mr. Wilson made a motion to adjourn. Mr. Failing seconded the motion and the motion carried unanimously 4-0 (Marelli, Failing, Wilson, and Marasco).

  
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 Kevin R. Fitzgerald, Ed. D., Executive Secretary 1/10/19 Date

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