

**John S. Charlton School
6:00 p.m. Regular Meeting
December 20, 2016
Administrative Items**

Opening

Call to Order

At 6:07 p.m. School Board President Mr. William G. Bush IV called the December 20, 2016 Caesar Rodney School District regular meeting to order.

Roll Call

Members present in addition to Mr. Bush were Vice-President Jessica Marelli, Mrs. Cheryl Precourt, Mr. Michael Marasco, Base Liaison Lt. Col. Marshall Preston and Executive Secretary Dr. Kevin Fitzgerald.

Adoption of Agenda

Vice-President Marelli made a motion to adopt the December 20, 2016 agenda and addendum as presented. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

Approval of Minutes – November 15, 2016 Regular Meeting Minutes

Vice-President Marelli made a motion to approve the November 15, 2016 Regular Meeting Minutes as presented. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

Executive Session

At 6:08 p.m. Vice-President Marelli made a motion to go into Executive Session. The purpose of which was to conduct interviews for the Director of Business and Finance. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

At 7:05 p.m. Vice-President Marelli made a motion to come out of Executive Session. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

Public Comments

There were no public comments at this meeting.

Presentations

Recognitions

Representative Trey Paradee presented Dave Chambers with a tribute for his 10 years of service to the Delaware State News as the Photographer.

F. Niel Postlethwait Middle School Cross Country team and coaches were recognized with certificates for an outstanding season. This is the third year in a row where the team placed within the state top three.

DE Department of Safety & Homeland Security presented certificates to CRHS, FMS, PMS, ABM, AF, MCEE, WEL, NHS, WBS, WRB, and SH for being in compliance with their School Safety Plan. Dr. Fitzgerald also recognized Mrs. Tamara Toles-Torain, District Coordinator, for her participation working with the schools on their compliance.

Presentations

John S. Charlton School Assistant Principal, Michelle Flanders presented the plans for their Charlton students. The Toddler Program, Art Therapy, MOVE (Curriculum Mobility), Greenhouse Growers and Distance Learning programs were discussed. She also shared the Roads to Success and Project Search regarding post high school outcomes for the Charlton students.

Studio JAED shared a presentation on the Caesar Rodney High School renovation plans. They discussed the current lay out and the proposed new plan which will add 30 classrooms, additional athletic areas, etc. They presented the budget and a timeline for the project. Dr. Fitzgerald requested that the Board meet to review these plans and bring discussion items to the January board meeting where Studio JAED will be present and the discussion may continue.

Communications

Superintendent

Dr. Fitzgerald communicated the following to the Board of Education:

- Our thoughts and prayers go out to the family of Becky Zullo, a long time teacher at Caesar Rodney Junior High and at Fifer, who passed away yesterday. The services will be Friday at 3 in Milford.
- Our thoughts and prayers go out to Dawn Card, librarian at Simpson, who is recovering from complications from surgery.
- Our thoughts and prayers go out to former Board President Dave Henderson over the passing of his son Tyler. Dave's wife, Dr. Sylvia Henderson, sent me a letter which I forwarded to the Board regarding what she had called an amazing choral trip to Disneyworld and all the great work done by Mr. McCarthy.
- Dr. Fitzgerald thanked the Charlton students that prepared the meal before our board meeting.
- Dr. Fitzgerald congratulated Dave Chambers on his tribute presented tonight.
- Dr. Fitzgerald congratulated the PMS Cross Country Team and their coaches on the successful season.
- Dr. Fitzgerald congratulated Sherri Bole from Postlethwait. He received word that she has been selected to receive a Distinguished Teaching Award from the Delaware Geographic Alliance on January 12, 2017.
- Dr. Fitzgerald thanked the Department of Homeland security for their recognitions to our schools.
- Dr. Fitzgerald thanked Studio JAED for their presentation on the planning for the high school. We are pleased with the process and can't wait to see the plans start to take shape.
- Dr. Fitzgerald gave an update on the work being done at McIlvaine.
- Dr. Fitzgerald thanked the United Way for the "My Very Own Library" and thanked Mrs. Marelli for attending the kick off ceremony.
- Dr. Fitzgerald spoke on how proud he is for Fifer's participation in the honorable transfer of a fallen hero. He also spoke about McIlvaine's presentation in Wreaths Across America. Both events were done on short notice and had great participation.
- Dr. Fitzgerald thanked Welch Elementary for their "Laps for Lymphoma" which raised \$20,000 in honor of Von Kleiv for the St. Baldrick's Foundation for Childhood Cancer.
- Dr. Fitzgerald commended Ms. Flanders, Mr. Simpson and Mr. Thompson on their work with Project Search with Del Dot. He also thanked Secretary Cohen for opening up her agency to our students.
- The Board was reminded that tomorrow night is the traditional holiday concert at the high school. Dr. Fitzgerald invited them to sing the Hallelujah Chorus with the choir. The wrestling team will be hosting Milford right next door in the gym during the same time.
- Dr. Fitzgerald notified the Board that they have received word that Dawson's Bus Service will turn in five routes in December and Hilton will be turning in seven at the end of the year. While Mr. Farley and Mr. Bonner are developing contingency plans, we may find ourselves in a crisis situation and not be able to provide timely transportation.
- The district will be closed from December 24th until January 3rd.
- Open enrollment for School Choice closes at 4pm on January 11th.

- We will once again have tickets to the MLK Jr Breakfast on January 16th. Please let Teresa Price know if you are able to attend this event.
- On behalf of the faculty and staff of the District, Dr. Fitzgerald wished everyone a happy holiday. "I know that in the new year, we will continue to dedicate ourselves to providing the best possible education for the children in our community. But during this time of celebration, it's important for us not to forget that even in a district like Caesar Rodney, many of our children face hunger and poverty. 3,260 out of our 7,866 students receive either a free or reduced breakfast or lunch with close to 1,000 students having their weekend meals sent home in backpack. I understand that this may be an even greater problem in other areas around the state. As we begin new administrations in both Washington and Dover and individuals speak of change and budgetary cuts, it's important to remember that schools provide even more than an education for these children. We provide hope and a future and for these children and everyone associated with this school district. I wish 2017 to be a prosperous and happy new year."

School Board

Vice-President Marelli spoke regarding the numerous holiday concerts and events happening throughout the district. She shared her experiences with attending these events and thanked Caesar Rodney High School for the wonderful holiday luncheon. She complimented the students on all of their performances. She also showed appreciation for W. Reily Brown's "My Very Own Library" and was excited that every student will receive 10 books from the book fair.

Mrs. Precourt also appreciated the CRHS holiday luncheon and wanted to say thank you to everyone. President Bush wished everyone Happy Holidays and reiterated sentiments previously shared by the Board.

Executive Session

At 8:38 p.m. Vice-President Marelli made a motion to go into Executive Session. The purpose of which was to discuss Administrative Contract renewals/non-renewals. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

At 9:50 pm. Vice-President Marelli made a motion to come out of Executive Session. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

Action Items

Personnel Matters

Vice-President Marelli made a motion to appoint Scott Kessel as Director of Business and Finance with an effective date to be determined. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

Vice-President Marelli made a motion to approve the Administrative Contract Renewal/Non-Renewal recommendations as presented. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

Action Items

Personnel Matters

1. Administrative Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Ada Puzzo	DO	Director of Business and Finance	Resignation effective 12/15/16.

2. Teacher Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Michael Tkach	CRH	PE/Health Teacher	Resignation effective 12/10/16.
Sarah Tunstill	PMS	Teacher	Retirement effective end of SY 2016-17.
Theresa Levins	WEL	Teacher	Retirement effective end of SY 2016-17.
Donna Boswell	DW	Speech Language Pathologist	Retirement effective end of SY 2016-17.
Alison Venables	CRH	Teacher	Resignation effective 12/23/16.
Tasha Turay	PMS	Counselor	Transfer TBD.

3. Paraprofessional Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Katheryne Kirk	PMS	Paraprofessional	Temporary appointment effective 11/28/16.
Andrea Balcena	AFE	P/T Paraprofessional	Temporary appointment effective 12/12/16.
Lucy Dutton	WRB	Paraprofessional	Temporary appointment effective 11/17/16.
Johnathan Morman	WRB	Paraprofessional	Temporary appointment effective 11/28/16.
Devon Coventry	CRH	Paraprofessional	Temporary appointment effective 12/5/16.
Ashley Dickens	FMS	Paraprofessional	Temporary appointment effective 12/5/16.
Robert Crothers	FMS	Paraprofessional	Temporary appointment effective 11/28/16.
Shelley Smith	JSC	Paraprofessional	Temporary appointment effective 12/5/16.
Jennifer Ferguson	JSC	Paraprofessional	Temporary appointment effective 12/5/16.
Debra Moseder	SHE	Paraprofessional	Temporary appointment effective 12/6/16.
Amy Hazewski	SHE	Paraprofessional	Temporary appointment effective 12/19/16.
Jackson Levins	JSC	Paraprofessional	Temporary appointment effective 1/03/17.

4. Secretarial Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Sandra Potter	CRH	Secretary	Appointment effective 12/05/16.
Lisa Cookson	CRH	PT Clerk	Appointment effective 1/05/17.

5. Custodial Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Christopher Miller	SHE	Custodian 1 st shift	Appointment effective 11/28/16.
Chris Norman	WRB	Custodian	Appointment effective 11/28/16.
Daylakashawn McDonald	FMS	Custodian 2 nd shift	Resignation effective 12/09/16.

6. Child Nutrition Appointments/Resignations/Retirements/Transfers

Name	School	Position	Action
Jamie Vockel	MCI	3 hr. General Worker	Resignation effective 11/23/16.

7. CREA Travel Requests

Name	School	Position	Action
Melissa Jones	AFE	Teacher	To attend Wired Differently: 5 Keys to Working with Students with Acting Out and Acting In Disorders, Long Island, NY 12/16/16.
Emily Peterson	WRB	Teacher	To attend ILA 2017 Conference, Orlando, FL 7/14/17-7/17/17.

8. Extra Duty Recommendations/Resignations

Name	School	Activity	Position	Action
Charles Konadu-Adjei	ABM	Service Organization	Odyssey of the Mind	Recommendation for SY 2016-2017.
Michael Johnson Jr.	CRH	Winter Track	Volunteer Coach	Recommendation for Winter SY 2016-2017.
Jeffrey Gravatt	CRH	Baseball	Varsity Head Coach	Recommendation for Spring SY 2016-2017.
Ellen Gorin	CRH	Swimming	Assistant Coach	Recommendation for Winter SY 2016-2017.
Robert Andrews	CRH	Wrestling	Volunteer Coach	Recommendation for Winter SY 2016-2017.
Manette Dupras	ABM	Service Organization	National Honor Society	Recommendation for SY 2016-2017.
Adam Brown	PMS	Athletic Director	Athletic Director	Recommendation for SY 2016-2017.
Samuel Seibert	PMS	Wrestling	Assistant Coach	Recommendation for Winter SY 2016-2017.

Vice-President Marelli made a motion to approve Personnel Matters A.1 through A.8 as presented including the addendum. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

Routine Business

Student Travel

Caesar Rodney High School

Event	Date	Location
Urinus HS Open- Winter Sports- Indoor Track	Saturday, December 10, 2016	Collegeville, PA
Dickinson College HS – Invitational- Winter Sports- Indoor Track	Saturday, January 14, 2017	Carlisle, PA
Douglas W. Wesner Invitational- Winter Sports- Indoor Track	Saturday, January 21, 2017	Kutztown, PA
PA Farm Show and Expo, Turkey Hill Experience- FFA	Monday, January 9, 2017	Harrisburg, PA/ Columbia, PA
Junior Swine Association South Eastern Regional- FFA	Wednesday, January 25- Monday, January 30, 2017	Perry, GA
Philadelphia Sixers Business Office- BPA Students	Monday, March 6, 2017	Philadelphia, PA
Holocaust Museum- AP English Language & Composition Students	Tuesday, February 21, 2017	Washington DC

Allen Frear Elementary School

Event	Date	Location
Longwood Gardens- 3 rd grade students	Wednesday, March 15- Friday, March 17, 2017	Kennett Square, PA

Vice-President Marelli made a motion to approve Student Travel as presented. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

Gifts to Schools

- a. CRHS received a box of CR t-shirts valued at \$500 from Tom and Kathy Stewart.
- b. CRHS received \$1,000 from CPD Energy Corporation.
- c. F. Niel Postlethwait Middle School received a donation/grant of \$1,000.00 from the Exxon Mobil Educational Alliance Program (\$500.00:GSAA of NJ LLC & \$500.00:Kwik Fuel INC) for their 2016 Educational Alliance application.
- d. F. Niel Postlethwait Middle School received a \$30.00 donation from Steven & Kelly Seip for the PTO.
- e. F. Niel Postlethwait Middle School received a \$150.00 donation for the Thanksgiving Families in Need Program from Scott Golden.
- f. F. Niel Postlethwait Middle School received a \$190.00 donation for the Thanksgiving Families in Need Program from Nancy Mulford.
- g. F. Niel Postlethwait Middle School received a \$50 donation for the Drama Club from Kara & Evan Wrede.

Vice-President Marelli made a motion to approve Gifts to School as presented. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

Policy Matters

2016-17 School Choice Recommendations

Vice-President Marelli made a motion to approve the 2016-17 School Choice Recommendations as presented. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

Fiscal Matters

Budget/Fiscal Reports

Vice-President Marelli made a motion to table the Budget/Fiscal Reports. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

FY17 Final District Operating Budget

Vice-President Marelli made a motion to table the FY17 Final District Operating Budget. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

Facilities Matters

HK Griffith Bid for Select Metal Panel Replacement for Caesar Rodney High School

Vice-President Marelli made a motion to accept the HK Griffith's recommendation from Studio JAED for Caesar Rodney High School's replacement panels. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

Discussion Items

Directors' Reports

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

Vice-President Marelli thanked the directors for their hard work.

Adjournment

At 10:01 p.m. Vice-President Marelli made a motion to adjourn. Mrs. Precourt seconded the motion and the motion carried unanimously 4-0 (Marelli, Precourt, Bush, and Marasco).

 1/28/17

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

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