

INDIAN RIVER SCHOOL DISTRICT  
BOARD OF EDUCATION REGULAR MEETING  
MONDAY, NOVEMBER 24, 2025  
MILLSBORO MIDDLE SCHOOL AUDITORIUM

MINUTES

Call to Order

Ms. Taylor called the Regular Meeting of the Indian River School District Board of Education to order at 6:00 p.m.

Roll Call

Board Members present: Mr. Derek Cathell, Mrs. Lisa Briggs, Mrs. Kelly Kline, Mr. Ivan Neal, Dr. Michelle Parsons Mr. Gerald Peden, Mrs. Kim Taylor, Mrs. Anita West Werner, Mrs. Leolga Wright.

Board Member Absent: Mr. Mark Steele

Executive Session

Mrs. Wright, seconded by Mr. Cathell, motioned to go into Executive Session at 6:00 p.m. for the purpose of discussing personnel, negotiations, litigation, and student hearings. The motion passed unanimously (9-0).

Reconvene Regular Session at 7:11 p.m.

Approval of Agenda – November 24, 2025

Mrs. Wright, seconded by Mrs. West-Werner, moved to approve the agenda for November 24, 2025. The motion passed unanimously (9-0).

Pledge of Allegiance/Nationals and State Presentation of Colors by Sussex Central JROTC

Approval of Minutes

Board of Education Regular Meeting Minutes – October 27, 2025

Mr. Peden, seconded by Mr. Neal, motioned to approve the minutes as submitted. The motion passed unanimously (9-0). *It was noted to amend the minutes to state that teachers received a 7% raise to the state portion of their salaries. This was mentioned during the IREA Representative portion of the agenda on October 27, 2025.*

Board of Education Executive Session Meeting Minutes – October 27, 2025

Mr. Peden, seconded by Mr. Neal, motioned to approve the minutes as submitted. The motion passed unanimously (9-0).

Board of Education Meeting Minutes – November 3, 2025

Mrs. Kline, seconded by Mrs. Wright, motioned to table approval of the minutes as submitted. The motion passed unanimously (9-0).

Board of Education Executive Session Meeting Minutes – November 3, 2025

Mrs. Kline, seconded by Mrs. Wright, motioned to table approval of the minutes as submitted. The motion passed unanimously (9-0).

Visitors and Staff in Attendance

Jay Owens, Renee Jerns, Celeste Bunting, Kelly Dorman, Melissa Whisted, Chris Parker, Jennifer Troublefield, Dan Mann, Joe Dooley, Blair Catlin Brown, Cassie Queen, Jason Pilgrim, Sherrie Wright, Colbi Custis, Brad Cowen, Rick Radatovich, Alexis Vickers, Glenn Rolf, Laura Walter.

Public Comments

- Wendy Mears, a Delaware educator and child advocate spoke to the board regarding whistle blower status protection and being a mandated reporter of ongoing child abuse in the county.

## New Business

### School Choice Applications 2025-2026 (November 2025)

Mr. Cathell, seconded by Mrs. Briggs, motioned to accept 2025-2026 school choice applicants (November 2025) as presented by Dr. Owens. The motion passed unanimously (9-0). It was noted to add capacity percentages highlighted in red to future reports.

### Sussex Central High School – Architect’s Contract Amendment

Mrs. Wright, seconded by Dr. Parsons, motioned to table Sussex Central High School – Architect’s Contract Amendment. The motion passed unanimously (9-0).

### George Washington Carver and Selbyville Middle School Cooling Towers Bid Results

Mrs. Wright, seconded by Mrs. Briggs, motioned to award the lowest bid of \$1,847,000 to JT Richardson for the George Washington Carver and Selbyville Middle School Cooling Towers as presented by Mr. Joe Dooley. The motion passed unanimously (9-0).

### Sussex Central High School Change Order Notifications

Mrs. Briggs, seconded by Mr. Neal, motioned to approve the 4 Sussex Central High School Change Orders as presented by Mr. Dooley and Mr. Cowen totaling \$70,2470.61. The motion passed (9-0).

### Pre-K Tuition Rate Change

Ms. West-Werner, seconded by Mr. Cathell, motioned to approve the \$75.00 increase per month/per pre-k student as presented by Mr. Parker. The motion passed unanimously (9-0).

### Indian River School District Survey

Ms. Taylor shared with the Board the IRSD Staff Survey had 651 participants with 4000 responses to the questions. After the Board reviews the survey data, the survey results will be shared.

## Old Business

### Major Capital Planning

Dr. Owens shared with the Board the latest construction updates at the new Sussex Central High School.

### Committee Reports

#### Buildings and Grounds

Mrs. Wright reviewed the minutes from the November 10, 2025 meeting.

#### Comprehensive School Safety

No report.

### Finance

Mr. Peden reviewed minutes from the November 10, 2025 meeting.

### Curriculum

Mr. Neal shared with the Board the minutes from the November 10, 2025.

### DSBA Board of Directors

Mrs. Kline shared with the Board the DSBA workshop on November 5, 2025 was very informative. Those in attendance were herself, Dr. Owens, Ms. Taylor and Mrs. Briggs.

### DSBA Legislative

Mrs. Briggs shared with the board the next meeting is scheduled for February 4, 2026.

### Special Education Committee

Mr. Neal shared there was a meeting held on November 14, 2025.

### Policy

Taylor reviewed the minutes from the November 10, 2025 meeting.

Mrs. Taylor shared the following policies for first readings: GCBD Professional Leaves and Absences, GCJ Professional Staff Time Tables, IGBG Supportive Instruction – Homebound, JC Student Discipline

Mrs. West-Werner, seconded by Mrs. Kline, motioned to approve the following polices for a second reading: BDDH Public Participation at Board Meetings, DA Written Code of Standards Conduct, JECC-A School Choice, KLB Instructional and Library Material Review. The motion passed unanimously (7-2-0).

For the motion: Mrs. Briggs, Mr. Cathell, Mrs. Kline, Mr. Neal. Mr. Peden, Ms. Taylor, Mrs. Wright.

Against the motion: Dr. Parsons, Mrs. West-Werner

#### IREA Representative

Ms. Blair Caitlin Brown spoke to the Board about all the gratitude we have for all employees of the district. Thank you to all staff, each employee plays a role in shaping our students and district to succeed. She wished everyone a Happy Thanksgiving.

#### Superintendents Report

Dr. Owens shared with the Board the Superintendent monthly activities.

#### District Calendar Change

Change Phillip C. Showell Winter Concert from December 16, 2025 to December 4, 2025; Change the January 14, 2026 In Person Professional Development Day to a Regular School Day (students and staff report to school).

Mrs. Wright, seconded by Mrs. West-Werner, motioned to approve the district calendar changes as presented by Dr. Owens. The motion passed unanimously (9-0).

#### Financial Summaries for month ending October 31, 2025

Mr. Parker reviewed the financial summaries, major and minor capital improvement financials for the month ending October 31, 2025.

Mrs. Briggs, seconded by Mr. Neal, motioned to accept the financial summaries for the month ending October 31, 2025. The motion passed unanimously (9-0).

#### Detail Information for month ending October 31, 2025

Mr. Peden, seconded by Mrs. Briggs, motioned to approve the Detail Information for the month ending October 31, 2025 as presented by Mr. Parker. The motion passed unanimously (9-0).

#### Major Capital Improvements for month ending October 31, 2025

Mr. Peden, seconded by Mr. Cathell, motioned to approve the Major Capital Improvements for the month ending October 31, 2025 as presented by Mr. Parker. The motion passed unanimously (9-0).

#### Minor Capital Improvements for month ending August 31, 2025

Mrs. Briggs, seconded by Mr. Peden, motioned to approve the Minor Capital Improvements for the month ending October 31, 2025 as presented by Mr. Parker. The motion passed unanimously (9-0).

#### Field Trip Requests

Mrs. Kline, seconded by Mr. Neal, motioned to approve the following field trips as presented by Dr. Owens. The motion passed unanimously (9-0).

- Overnight trip by Indian River High School Wrestling Team on January 1-3, 2026 to Lebanon, PA.
- Overnight trip by Sussex Central High School Marching Band and Select Choir Members on March 20-22, 2026 to New York City.

#### Personnel Agenda for November 24, 2025

Mr. Peden, seconded by Mrs. Kline, motioned to approve the Personnel Agenda for November 24, 2025 as presented by Mrs. Bunting. The motion passed unanimously (9-0).

Personnel Addendum for November 24, 2025

Mr. Peden, seconded by Mrs. Kline, motioned to approve the Personnel Addendum for November 24, 2025 as presented by Mrs. Bunting. The motion passed unanimously (9-0).

Contractual Agenda for November 24, 2025

Mrs. Kline, seconded by Mr. Peden, motioned to approve the Personnel Addendum for November 24, 2025 as presented by Mrs. Bunting. The motion passed unanimously (9-0).

Notification of Retirements

Notification of retirements was presented to the Board. Ms. Taylor thanked retirees for their hard work and dedication.

Student Hearing – Student No, 26-24

Mr. Cathell, seconded by Mr. Peden, motioned to uphold the hearing officer's recommendation for student #26-24. The motion passed unanimously (9-0).

Public Comments

No comments.

Adjournment

Mrs. West Werner, seconded by Mr. Neal, motioned to adjourn the meeting at 8:17 pm. The motion passed unanimously (9-0).

Respectfully Submitted,

Kimberly L. Taylor  
Vice President  
Board of Education  
Indian River School District

Jay F. Owens, Jr.  
Superintendent  
Board of Education  
Indian River School District

KLS/JFO:jmt