

Delmar Board of Education



April 6, 2023

Special Meeting Minutes

A special meeting of the Delmar Board of Education was held on the above date at the Delmar School District. The meeting was called to order by Dawn Turner, Vice President, at 6:30pm. Board members in attendance were, Raymond T. Vincent, William D. Mills, and Dawn A. Litchford.

The following administrators were present:

Dr. Andrew J. O'Neal, Interim Superintendent

Michael E. Bleile, Supervisor of Curriculum, Instruction, and Assessment

Monet A. Smith, Chief Operating Officer

Matthew Marine, High School Principal

Kevin Moreland, Middle School Principal

Michelle Niblett, Recording Secretary, was in attendance.

Public attendees included: Ryan Allen, Amber Ball, Steve Ball, Dawn Lucas, Josh Vincent, Keith Abbott, Shane Bowden, Lawrence Sinagra, Robert Sinagra, Cindy Morris, and Danielle Youngblood.

The meeting commenced with the reciting of the Pledge of Allegiance.

A motion to approve the April 6, 2023 agenda was made by Dawn Litchford, seconded by William Mills and carried unanimously.

A motion to approve the March 29, 2023 special meeting minutes was made by Dawn Litchford, seconded by William Mills and carried unanimously.

Ryan Allen, public participation, re: DEA Updates and his appreciation for administration and staff.

Matthew Marine presented the current superintendent job description for the posting. He also had a copy of Poly Tech's job posting. Administration and all board members went section by section, line by line, adding and deleting what they all deemed important to prepare the posting. Mr. Vincent also had a current copy to use as guidance as well. They also opened the discussion for suggestions from the community members present.

After all the corrections and suggestions were made, Matthew Marine and Kevin Moreland moved to their offices to type up the document.

A motion to recess until 8:15 at which point we will reconvene, no business will be transacted during the recess, was made by Raymond Vincent, seconded by Dawn Litchford, motion carried unanimously.

A motion to resume the meeting at 8:20 was made by Raymond Vincent, seconded by Dawn Litchford, motion carried unanimously.

Matthew Marine presented the new document and went page by page to make sure there was no mistakes before posting.

A motion to approve the Superintendent of School search application requirements, seconded by William Mills, carried unanimously.

A motion to post the Superintendent position on April 7, 2023 with all applications due by close of business day on May 12, 2023, seconded by William Mills, carried unanimously.

A motion to adjourn was made by Dawn Litchford, seconded by Ray Vincent, carried unanimously.

Meeting adjourned at 8:36pm

Respectfully submitted,



Michelle Niblett  
Recording Secretary



Andrew J. O'Neal  
Executive Secretary