

Delmar Board of Education



August 16, 2016  
Meeting Minutes

The regularly scheduled 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 Shawn B. Brittingham, President, at 7:00 pm. Board members in attendance were Farrah D. Morelli, Vice-President, Jason R. Coco, Thomas K. Elliott, and Raymond T. Vincent.

The following administrators were present:

Charity H. Phillips, Superintendent  
B. Jan Jestice, Chief Operating Officer  
Lisa R. Morris, Supervisor of Curriculum, Instruction and Assessment  
Andrew R. O'Neal, Middle & High School Principal

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

Public attendees included: Donna Nesbitt, Rachel Farris, and Ellis Hammond.

A motion to amend the agenda and include the following items was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

9.1 Personnel:

- q. Terri Hurley – Prom Coordinator 2016-2017
- r. Carolyn Campbell – FMLA 2016-2017
- s. Carolyn Campbell – Retirement effective December 30, 2016
- t. Sean Jackson – Middle School Boys Soccer Head Coach
- u. Sandy Covington – Junior Varsity Volleyball Head Coach
- v. Jami Citrano – Varsity Field Hockey Volunteer Coach
- w. Tim Kline – Varsity, JV, Middle School Football Volunteer Coach

A motion to approve the agenda was made by Jason Coco, seconded by Farrah Morelli and carried unanimously.

A motion to approve the July 26, 2016 Regular Meeting Minutes was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

A motion to approve the Statement of Budgetary Activity was made by Jason Coco, seconded by Thomas Elliott and carried unanimously.

A motion to approve Business Item 8.2 Use of Facility Request, Community Carol Sing, December 4, 2016 was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously at no charge.

A motion to approve Business Item 8.3 Field Trip Request was made by Jason Coco, seconded by Thomas Elliott and carried unanimously.

- a. FFA Eastern Regionals, September 15-17, 2016, Springfield, Massachusetts
- b. COLT Officer Leadership Training, September 21-22, 2016, Wharton, MD

A motion to approve Business Item 8.4 2016-2017 Student Discipline Matrix and Handbook was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously.

A motion to approve Business Item 8.5 August 31, 2016 Financial Position Report was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

Ellis Hammond of Becker Morgan gave a construction update. Bid package 1 that includes the bulk of the building work was submitted to the Department of Education, State Facilities, Fire Marshall, and Architectural Accessibility Board. Mr. Hammond will follow up with all departments on Friday. Most have reviewed and responded. Bid Package 2 is being prepared to be sent to various agencies by the civil engineer. It will not be sent for approval until approval for phase 1 has been completed.

A motion to enter into executive session at 7:20pm was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

A motion to enter back into regular session at 7:31pm was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

A motion to approve Business Item 8.1 Personnel a-r was made by Jason Coco, seconded by Thomas Elliott and carried unanimously.

- a. Teyra Barrow – Letter of Resignation effective August 1, 2016
- b. Alison Venables – Paraprofessional effective August 22, 2016
- c. Timothy Kline – Secondary Physical Education/Health Para-Professional effective August 22, 2016
- d. Stephanie Miller – Secondary Science Teacher effective August 22, 2016
- e. Emily Ritchey – 2016-2017 World Languages PLC Leader
- f. Chad Jones – 2016-2017 Middle School Physical Education/Health PLC Leader
- g. Jodi Hollamon – 2016-2017 High School Physical Education/Health PLC Leader
- h. Brent Jett – Varsity Boys Soccer Volunteer Coach
- i. Alexandria Phippin – Middle School Cheerleading Volunteer Coach
- j. Eve Motichka – Middle School Volleyball Volunteer Coach
- k. Nikkia King – Middle School Volleyball Volunteer Coach
- l. Terri Hurley – Prom Coordinator 2016-2017
- m. Carolyn Campbell – FMLA 2016-2017
- n. Carolyn Campbell – Retirement effective December 30, 2016
- o. Sean Jackson – Middle School Boys Soccer Head Coach
- p. Sandy Covington – Junior Varsity Volleyball Head Coach
- q. Jami Citrano – Varsity Field Hockey Volunteer Coach
- r. Tim Kline – Varsity, JV, Middle School Football Volunteer Coach

Mrs. Phillips reported on:

- New Teacher Mentoring has begun and the energy is outstanding! Mrs. Phillips thanked Valerie O'Day and Lori Smith for being lead mentors
- Welcomed Delmar's new Chief Operating Officer Jan Jestice
- Town of Delmar asked Mr. O'Neal to support their efforts in getting a USDA grant to get two K-9 dogs for their department

- Thanked Delmar Police Department in soliciting and receiving approval for the SRO grant extension request
- Thanked Mrs. Morris and Mr. O'Neal for running the District PLC meeting on August 11<sup>th</sup> when they collaborated with the district's teacher leaders

Mrs. Morris reported on:

- 2016-2017 Opening School Schedule
- 2016-2017 WU/AP Classes
- 2016-2017 PRIDE Nights

Mr. O'Neal reported on:

- Congratulations to Delmar FFA students for their effort and hard work at the DE State Fair
- Band Camp
- Good luck to high school fall sports beginning their season August 15 and middle school August 25
- DPAS II Boot Camp
- New Teacher Mentoring

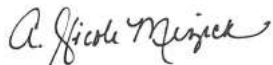
Mr. Vincent, Mr. Elliott, and Mr. Coco welcomed Mrs. Jestice to the team!

Mrs. Morelli welcomed Mrs. Jestice and thanked Mrs. Mezick for doing a fantastic job keeping the website running efficiently!

Mr. Brittingham is excited for a great year to come!

A motion to adjourn at 7:39 pm was made by Raymond Vincent, seconded by Thomas Elliott and carried unanimously.

Respectfully submitted,



A. Nicole Mezick  
Recording Secretary



Charity H. Phillips  
Executive Secretary