

Delmar Board of Education



August 18, 2015
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 7:00pm. Board members in attendance were Jason R. Coco, Farrah D. Morelli, Thomas K. Elliott, and Raymond T. Vincent.

The following administrators were present:

District Administration:

Charity H. Phillips, Assistant Superintendent
Jeanette R. Steele, Chief Operating Officer

School Administration:

Lisa R. Morris, High School Principal
Andrew J. O’Neal, Middle School Principal

Public attendee: Tony Russo.

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

Farrah Morelli was voted as Vice-President of the Delmar Board of Education for the 2015-2016 school year.

A motion to approve the FY’16 Board Organization was made by Thomas Elliott, seconded by Jason Coco and carried unanimously.

Board President: Shawn B. Brittingham
Board Vice-President: Farrah D. Morelli
Executive Secretary: Charity H. Phillips
Recording Secretary: A. Nicole Nichols

Contractual Negotiations Committee: Thomas K. Elliott, Jason R. Coco
Administrator Interview Committee: Farrah D. Morelli, Jason R. Coco
Teacher of the Year Committee: Farrah D. Morelli
Liaison for the Wicomico County Board of Education: Farrah D. Morelli

A motion to amend the agenda with the following changes was made and approved by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

Remove Business Item 9.1 Personnel g. Megan Van Meter - Paraprofessional
Add Business Item 9.1 Personnel m. Tammy Eitner - Paraprofessional
Add Business Item 9.1 Personnel n. Drew Ellison – Letter of Resignation effective Aug 20, 2015

A motion to approve the amended agenda was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously.

A motion to approve the July 21, 2015 regular meeting minutes was made by Thomas Elliott, seconded by Farrah Morelli and carried with a 4-yes [Brittingham, Elliott, Morelli, Vincent] and 1-abstain [Coco] vote.

Mrs. Steele reviewed tax collection comparisons and the decrease in federal funds including the end of Race to the Top funding.

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

A motion to enter into executive session at 7:16pm was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

A motion to enter back into regular session at 7:29pm was made by Farrah Morelli, seconded by Jason Coco and carried unanimously.

A motion to approve Business Item 9.1 Personnel was made by Thomas Elliott, seconded by Jason Coco and carried with a 4-yes [Elliott, Morelli, Vincent, Coco] and 1-abstain [Brittingham] vote.

- a. Charity Phillips – Superintendent, 3-year contract, effective July 1, 2015
- b. Lisa Morris – Supervisor of Curriculum, Instruction, and Assessment, 3-year contract
- c. Rosemary Brittingham – Literacy Specialist
- d. Nicole Nichols – Webmaster/Social Media Specialist
- e. Bradley Ellingsworth – Paraprofessional
- f. Ryan Craft – Paraprofessional
- h. Caitlin Caudill – High School ELA Teacher
- i. Rebecca West – High School Special Education Teacher
- j. Scott Kalnoske – Grade 5 Long-Term Social Studies Substitute
- k. Alyssa Lupinetti – MS RTI Reading Short-Term Substitute
- l. Kayla Riepen – FMLA – September 16, 2015 – October 28, 2015
- m. Tammy Eitner – Paraprofessional
- n. Drew Ellison – Letter of Resignation effective August 20, 2015

A motion to approve Business Item 9.2 Coaching was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously pending a satisfactory criminal background check for Dale Smothers.

- a. Justin Young – Middle School Boys Soccer Head Coach
- b. John Heater – Varsity Football Volunteer Coach
- c. Eve Motichka – Middle School Volleyball Volunteer Coach
- d. Dale Smothers – Varsity Cheerleading Volunteer Coach
- e. Samantha Mitchell – Junior Varsity Cheerleading Volunteer Coach

A motion to approve Business Item 9.3, 2015-2016 Student Discipline Matrix & Handbook was made by Farrah Morelli, seconded by Jason Coco and carried unanimously.

A motion to approve Business Item 9.4 Residency Oath JECC-E was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

A motion to approve Business Item 9.5 Residency Affidavit JECC-F was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

A motion to approve Business Item 9.6 August 31, 2015 Financial Position Report was made by Jason Coco, seconded by Farrah Morelli and carried unanimously.

Mrs. Steele informed the board that contact had been made with the facilities office in Dover about the use of a Construction Manager to oversee all projects at one time. Mrs. Steele submitted a Request for Proposal to the planning office for a Construction Manager. The plan is to post on August 20, 2015 and close September 3, 2015. A committee will be formed to review proposals and a presentation will be given to the board by those companies who meet the qualifications. Keyless Entry is scheduled for completion by the end of September.

Communications were received from Mrs. Carolyn Harney.

Mrs. Phillips reported on:

- Consolidated Grant Implementation Plan Approval
- District PLC Leadership Meeting
- Wildcat Meet & Greet (New Administrative Team)
- New District Website
- New Teacher Mentoring
- Southern Delaware
- SBAC Proposed Score Release Date
- Upcoming DOE Audits: CTE, Special Education, MS Common Core, ESL, Internet Safety

Mrs. Steele reported on:

- Resealing and striping of parking lots and bleacher/sidewalk power washing

Mrs. Morris reported on:

- Opening Day Schedules
- Breakfast After The Bell
- High School Back to School Night, August 26, 2015
- 9th Grade Transition Day, August 27, 2015
- Wildcat Card System

Mr. O'Neal reported on:

- 5th Grade Back to School Night, August 25, 2015
- 5th Grade Transition Day, August 27, 2015
- 6-8 Grade Back to School Night, August 27, 2015
- Opening Day Schedules

Mr. Elliott is excited for the start of a new school year and glad to see everyone is ready to go!

DBOE Minutes
August 18, 2015

Mrs. Morelli congratulated the Delmar FFA members on a job well done at the Delaware State Fair and Wicomico County Fair. She gave a special thanks to Mrs. Nesbitt and Mrs. Legg for their time and effort with the kids and the program.

Mr. Brittingham thanked the custodial staff for all the hard work and effort made to having the building and grounds ready for opening day. He is looking forward to a great year!

A motion to adjourn at 8:03pm was made by Raymond Vincent, seconded by Thomas Elliott and carried unanimously.

Respectfully submitted,



A. Nicole Nichols
Recording Secretary



Charity H. Phillips
Executive Secretary