

Delmar Board of Education



November 15, 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 7:01 pm. Board members in attendance were Farrah D. Morelli, Vice-President, 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: Ellis Hammond, Stephanie Fernsler, Cory Rosen, Alan Preston, Tammy Elliott, and Rachel Farris.

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

**8.1 Personnel:**

- f. Dawn Timmons – FMLA effective December 2, 2016 – January 17, 2017
- g. Shawn Phillips – Secondary Para-Professional effective November 29, 2016
- h. Julianne Ware – Secondary English Language Arts effective November 28, 2016

**8.2 Coaching:**

- c. Aaron Brumbley – Varsity/JV Boys Basketball Volunteer Coach

**8.5 Use of Facility:**

- b. DHS Chorus Quarter Auction – February 9, 2017 6:30pm

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

A motion to approve the October 18, 2016 Regular Meeting Minutes and November 3, 2016 Special Meeting Minutes was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

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

A motion to approve Business Item 8.2 Coaching was made by Farrah Morelli seconded by Thomas Elliott and carried unanimously.

#### 8.2 Coaching

- a. Leon West – Varsity Boys Basketball Paid Assistant Coach (pending satisfactory criminal background check)
- b. Ashley Bennett – Varsity Girls Basketball Volunteer Coach
- c. Aaron Brumbley – Varsity/JV Boys Basketball Volunteer Coach

Alan Preston requested approval to attend two overnight wrestling tournaments. One in New Castle, Delaware December 16-17, 2016 and the other in Wilmington, DE January 6-7, 2017.

Stephanie Fernsler requested approval to travel to Orlando Florida with the A Cappella choral group to sing at Disney's EPCOT April 9-14, 2017. An itinerary was presented to the board for review.

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

#### 8.3 Field Trip Request

- a. Varsity Wrestling – Howdy Duncan Tournament, William Penn High School, New Castle, DE – December 16-17, 2016
- b. Varsity Wrestling – Newcastle Invitational, Newcastle Technical High School, Wilmington, DE - January 6-7, 2017
- c. A Cappella Chorus – Walt Disney World, Orlando, FL – April 9-14, 2017

A motion to approve Business Items 8.4 Use of Facility was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously.

#### 8.4 Use of Facility

- a. Little Red Hen Holiday Program – December 1, 2016 7:00pm - \$150 charge
- b. DHS Chorus Quarter Auction – February 9, 2017 6:30pm – No Charge

Cory Rosen, Delmar High School Senior, presented the Board of Education with a proposed Eagle Scout Project. Cory requested to build a manual backdrop system for the school auditorium to replace the current curtain that is there. A power point and draft was given to each board member. Cory gave a breakdown of the tools and products needed to complete the project. He plans to work with Salisbury Steel and get drawing approvals before beginning the project. The goal is to have the project completed by February 2017.

Mr. Brittingham informed Mr. Rosen that the Board would discuss and make a formal decision.

Mr. Ellis Hammond of Becker Morgan Group gave a construction update. At 3:45pm on November 15, 2016 bid opening was held in the school auditorium. There were 26 bidders for 10 bid packages. Based on apparent low bids Mr. Hammond believes all work is within budget. The Construction Manager will do scope reviews with Mr. Hammond and a member of the Delmar School District and go through bid packages. At the November 29, 2016 board meeting the Construction Manager will present recommendations of what to approve for each bidder.

Business Item 8.7 Approval of FY'17 Final Budget was tabled.

A motion to enter into executive session at 7:44pm was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

A motion to enter back into regular session at 9:10pm was made by Farrah Morelli, seconded by Thomas Elliott and carried unanimously.

A motion to approve Business Item 8.1 Personnel was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

8.1 Personnel

- a. David Parsons – Day Fireman Custodian (Primarily Indoor) effective November 16, 2016
- b. Tyler Oliphant – Day Custodian (Primarily Outdoor) effective November 16, 2016
- c. Shay Crowson – Letter of Resignation effective November 18, 2016
- d. Terry Rodenbaugh – Middle School ELA PLC Department Chair effective November 21, 2016
- e. Jan Jestice – Letter of Resignation effective January 2, 2017
- f. Dawn Timmons – FMLA effective December 2, 2016 – January 17, 2017
- g. Shawn Phillips – Secondary Para-Professional effective November 29, 2016
- h. Julianne Ware – Secondary English Language Arts effective November 28, 2016

Business Item 8.5 Eagle Scout Project – Cory Rosen was tabled.

A motion to approve Business Item 8.6 Good Cause School Choice 11-15-16-B.E. pending approval from Laurel School District was made by Thomas Elliott, seconded by Farrah Morelli and carried unanimously.

Mrs. Phillips reported on:

- Thank you to the High School Social Studies Department for organizing the Veteran's Day Ceremony on November 10, 2016
- Kristen Jones represented Delmar at the State Teacher of the Year banquet on October 25, 2016 and did an excellent job. Congratulations to the State Teacher of the Year winner Ms. Wendy Turner a 2<sup>nd</sup> grade teacher from the Brandywine School District
- DCA/"Jobs for Delaware Graduates" held their annual Initiation/Installation Ceremony in October. Mrs. Selby did a fantastic job organizing the event. Delaware State Representative Tim Dukes and other state DCA leaders were present and were very impressed with the ceremony
- NJHS/NHS Induction was held November 7, 2016 under the leadership of Kathie Noonan, Caitlin Caudill, Lori Smith, Judy Mills, and Billie Fox. The ceremony recognized students for their achievements in scholarship, leadership, service, and character.
- Commended the entire Delmar Middle School for their work with the Freeman Foundation and their upcoming P.R.I.D.E. Mural Reveal at Parent Conference Night on November 16th.
- Delmar Chamber of Commerce Citizen of the Year Banquet will be held on November 29, 2016 and will honor Gary and Anna Humphreys.

Mrs. Morris reported on:

- PRIDE Night – November 3, 2016
- FASFA Night – November 17, 2016
- Professional Development – October 26, 2016
- PLC Training – Mrs. Smith/Mrs. Brittingham
- Leadership Pipeline
  - Aspiring Administrator Program
- Winter MAP Testing
  - November 28 – December 2<sup>nd</sup> – MAP Math
  - December 5 – December 9<sup>th</sup> – MAP Reading

Mr. O’Neal reported on:

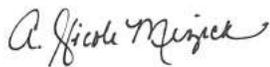
- Cognos Behavior Summary
- McRel Walkthroughs
- Middle School Sports Updates
- Congrats to Delmar Field Hockey on their victory at Semi-Finals
- Testing Pizza Party Incentive MS/HS
- Positive Behavior Referrals
- November 7, 2016 Lockdown Drill
- FFA Fruit Sale
- Student Advisory Council met with Town Officials November 1 & November 8
- FFA Fruit Sale is underway
- Big thanks to the Key Club, NHS, and Administration on a fantastic Trick-or-Treat Night
- NJHS/NHS Induction Ceremony – November 16, 2016
- MS Mural Reveal – November 16, 2016
- Parent Conference Night – November 16, 2016

Mr. Vincent thanked Jan Jestice for her time at Delmar.

Mr. Brittingham thanked everyone involved in the Trick or Treat Night and wished the best of luck to Delmar Field Hockey!

A motion to adjourn at 9:23pm was made by Raymond Vincent, seconded by Thomas Elliott and carried unanimously.

Respectfully submitted,



A. Nicole Mezick  
Recording Secretary



Charity H. Phillips  
Executive Secretary