NEW CASTLE COUNTY VOCATIONAL-TECHNICAL SCHOOL DISTRICT
BOARD OF EDUCATION REGULAR MEETING

June 27, 2016
7:00 P.M.

The following Board members were present for the School Board meeting, which was held at the Thomas B. Sharp Center: Yvette Santiago, President; John F. Lynch, Jr., Vice President; Mark Stellini; Renee Taschner; Madeline Johnson; Robert Gilligan; and Cheryl Dennis. Victoria C. Gehrt, Superintendent, was also present.

CALL TO ORDER

Ms. Santiago called the meeting to order at 7:03 p.m.

PLEDGE OF ALLEGIANCE

REPORT / SECRETARY / SUPERINTENDENT

Minutes
A motion was made by Mr. Gilligan and seconded by Mrs. Dennis to dispense with the reading and to recommend approval of the minutes of the May 23, 2016, regular meeting of the Board of Education. The motion was carried with 5 affirmative votes and 2 abstentions. Those in the affirmative were: Ms. Santiago, Mr. Stellini, Ms. Johnson, Mr. Gilligan, Mrs. Dennis; Mr. Lynch and Ms. Taschner abstained.

A motion was made by Mr. Gilligan and seconded by Mrs. Dennis to dispense with the reading and to recommend approval of the minutes of the April 25, 2016, regular meeting of the Board of Education, which had been deferred from last month’s meeting due to lack of a quorum of those present. The motion was carried with 5 affirmative votes and 2 abstentions. Those in the affirmative were: Ms. Santiago, Mr. Lynch, Ms. Taschner, Mr. Gilligan, Mrs. Dennis; Mr. Stellini and Ms. Johnson abstained.

Correspondence
• Letter received from Deputy Attorney General Laura Gerard regarding the submitted documentation in support for approval of Bond Application for $7,093,700 for FY2016. She stated it was properly executed and is in compliance and has approved the request.
• Determination letter received from Department of Education stating that the District meets requirements in implementing the regulations of the IDEA. Under IDEA, DOE is required to review data of LEA’s targets identified in the State’s Performance Plan and to make annual determinations of LEA performance. Dr. Jezyk commented that the special education department’s performance was good all around.

COMMUNITY/PUBLIC COMMENTS

RECOGNITION OF ACCOMPLISHMENTS - none

PUBLIC PRESENTATION - none

FINANCIAL REPORTS

The motion was made by Ms. Johnson and seconded by Mr. Lynch to approve the Financial Reports for May, subject to audit. The motion passed unanimously.
BIDS, QUOTATIONS, AND CHANGE ORDERS

Bid Pack A – Howard 1927 Building Renovation Project
After reviewing the submitted bid proposals and verifying the multiple subcontractors, Mr. Kevin Lucas, Senior Project Manager for the EDiS Company, Mr. Timothy Kain, Director of Facilities, and Dr. Hale, Business Director, recommend the following qualified low bidders to be awarded contracts for a total of $8,150,448:

- Contract HHS-01 – Demolition: Mid-Atlantic Dismantlement Corporation; base bid $929,000
- Contract HHS-02 – Sitework/Utilities: Carrow Construction, LLC; base bid $660,000
- Contract HHS-03 – Concrete: Carrow Construction, LLC; base bid $959,800
- Contract HHS-04 – Masonry & Masonry Restoration: Enterprise Masonry Corp.; base bid $1,650,000
- Contract HHS-05 – Structural & Miscellaneous Steel: Summit Steel, Inc.; base bid $374,900
- Contract HHS-06 – Carpentry/Rough & Finish: Specialty Finishes, LLC; base bid $1,545,200
- Contract HHS-07 – Metal Framing, Drywall & Plaster: Northeast Contractors, Inc.; base bid $500,000
- Contract HHS-08 – Acoustical Ceiling & Panels: Master Acoustical, Inc.; base bid $161,900
- Contract HHS-09 – Terrazzo Flooring: Roman Mosaic & Tile Company; base bid $274,600
- Contract HHS-12 – Roofing, Sheet Metal & Waterproofing: P&C Roofing, Inc.; base bid $397,600
- Contract HHS-13 – Ceramic Tile: Old World Tileworks, Inc.; base bid $117,491
- Contract HHS-14 – Painting & Coatings: M&S Painting, Inc.; base bid $188,092
- Contract HHS-16 – Window Treatments: GB Shades LLC; base bid $27,865
- Contract HHS-18 – Aluminum Windows: Pottsgrove Glass Company; base bid $364,000

After discussion, a motion was made by Mr. Stellini and seconded by Ms. Johnson to approve Bid Pack A-Howard 1927 Building Renovation Project to the qualified low bidders as listed for a total of $8,150,448. The motion passed unanimously.

Bid Pack B – Howard 1927 Building Renovation Project
After reviewing the submitted bid proposals (revised memorandum presented) and verifying the multiple subcontractors, Mr. Kevin Lucas, Senior Project Manager for the EDiS Company, Mr. Timothy Kain, Director of Facilities, and Dr. Hale, Business Director, recommend the following qualified low bidders to be awarded contracts for a total of $11,118,330:

- Contract HHS-19 – Mechanical & Plumbing: Worth & Company, Inc.; base bid $5,942,000
- Contract HHS-20 – Electrical: Nickle Electric; base bid $3,668,000
- Contract HHS-21 – Fire Protection: Bear Industries; base bid $746,780
- Contract HHS-22 – Testing, Adjusting & Balancing: Butler Balancing; base bid $55,000
- Contract HHS-24 – ATC: Modern Controls; base bid $377,000
- Contract HHS-25 – Conveying Equipment: Delaware Elevator; base bid $329,550

After discussion, a motion was made by Ms. Taschner and seconded by Mrs. Dennis to approve Bid Pack B-Howard 1927 Building Renovation Project to the qualified low bidders as listed for a total of $11,118,330. The motion passed unanimously.

REPORTS: PRINCIPALS / DIRECTORS / SPECIAL
Discussions were held regarding Board members' comments on, and inquiries into, the monthly administrative reports.

OLD BUSINESS - none
NEW BUSINESS

Gun Lockers
Dr. Gehrt asked the Board to approve the installation of gun lockers in each school’s discipline office. This is a request that has been made by the school resource officers. The gun lockers will be provided and installed by the State Police and our facilities division will assist as necessary. The motion was made by Mr. Stellini and seconded by Ms. Taschner to approve the installation of gun lockers in each school’s discipline office. The motion was carried with 6 affirmative votes and 1 abstention. Those in the affirmative were: Ms. Santiago, Mr. Lynch, Mr. Stellini, Ms. Taschner, Mr. Gilligan, Mrs. Dennis; Ms. Johnson abstained.

2016-2017 Tax Warrant
State law requires that the Board of Education notify the New Castle County Tax Office of our intended 2016-2017 tax rate effective July 1, 2016. The County tax office requires the tax warrant be delivered by the second Thursday in July. The current rate for 2015-16 is 15.50¢ per $100 of assessed valuation; 14¢ for School Purpose Tax and .0150¢ for Debt Service Tax. Dr. Hale is recommending no increase to the School Purpose Tax and proposing an increase in the Debt Service Tax of 33¢ to 1.83¢ to account for the sale of Bonds related to the Howard 1927 Building Renovation Project. A motion was made by Mr. Lynch and seconded by Mrs. Dennis to approve tax rates as recommended for 2016-2017. The motion was carried with 6 affirmative votes and 1 abstention. Those in the affirmative were: Ms. Santiago, Mr. Lynch, Mr. Stellini, Ms. Johnson, Mr. Gilligan, Mrs. Dennis; Ms. Taschner abstained.

2015-2016 Retroactive Salary Recommendations
The Board of Education approved the NCC Vo-tech Education Association contract at the May 23, 2016, meeting and the contract was ratified by the membership on June 13, 2016. This now makes the salary schedule for the teachers formally approved. It has been the practice of the District to allocate the same level of increase to the Local portion of the salary scales for the Clerical, Custodial, Food Service, Technology Aides, and Administrators scales. There was no increase to the State portion of these scales in 2015-2016. Instructional Paraeducators and Hourly Hall Monitor salary scales are not included as they are negotiated and do not require annual approval. Dr. Hale requested approval of the salary scales provided for each classification.

The motion was made by Ms. Taschner and seconded by Mrs. Dennis to approve the 2015-2016 Clerical salary scales. The motion passed unanimously.

The motion was made by Ms. Taschner and seconded by Mr. Lynch to approve the 2015-2016 Custodial salary scales. The motion passed unanimously.

The motion was made by Ms. Taschner and seconded by Mrs. Dennis to approve the 2015-2016 Food Service salary scales. The motion passed unanimously.

The motion was made by Ms. Johnson and seconded by Mrs. Dennis to approve the 2015-2016 Technology Aides salary scales. The motion passed unanimously.

The motion was made by Mr. Lynch and seconded by Mr. Gilligan to approve the 2015-2016 Administrative salary scales. The motion passed unanimously.

EXECUTIVE SESSION
At 8:09 p.m., the motion was made by Mr. Stellini and seconded by Mrs. Dennis to go into Executive Session to discuss a personnel question. The motion was carried unanimously. Mr. Gerald Allen participated in the executive session by request of the superintendent.
Ms. Santiago reconvened the regular meeting at 8:20 p.m.

**Personnel**

A motion was made by Mr. Lynch and seconded by Ms. Johnson to approve personnel actions (and addendum, page 34 a.) as recommended:

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>POSITION</th>
<th>NAME</th>
<th>EFFECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Education</td>
<td>Secretary</td>
<td>Kimberly Damiani</td>
<td>06/27/16</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Health Career Instructor</td>
<td>Jessica Henry</td>
<td>08/23/16</td>
</tr>
<tr>
<td>Howard</td>
<td>Culinary Arts Instructor</td>
<td>Sean McNeice</td>
<td>08/23/16</td>
</tr>
<tr>
<td>Howard</td>
<td>School Psychologist</td>
<td>Diana Kwarz</td>
<td>08/23/16</td>
</tr>
<tr>
<td>St. Georges</td>
<td>Cook</td>
<td>Robin O’Neill</td>
<td>No Degree 08/22/16</td>
</tr>
</tbody>
</table>

**NEW APPOINTMENT-Declined**

- Adult Education Secretary Kimberly Damiani 06/27/16 Addendum

**RECLASSIFICATIONS**

- Delcastle From: Science Instructor Tara Saladyga 08/23/16
  To: Instructional Technology Coach
- From: St. Georges From: Science Instructor Timothy Brewer 08/23/16
  To: Hodgson To: Instructional Technology Coach
- St. Georges From: School Leader Intern (10+2) Christine Schumacher 08/23/16
  To: Instructional Technology Coach

**FAMILY MEDICAL LEAVE OF ABSENCES**

- Delcastle Custodian Kareem Ali 06/13/2016
- Delcastle General Contracting Instructor Susan Pawlikowski 05/17/2016
- Delcastle Special Education Instructor Kathleen Denny 05/11/2016
- Howard Guidance Counselor Ryan Hawthorne 05/10/2016
- St. Georges Secretary Alesia Biddle 06/23/2016

**RETURN FROM LEAVE OF ABSENCES**

- District Payroll Coordinator Angelene Thomas 05/31/2016
- Delcastle General Contracting Instructor Susan Pawlikowski 06/01/2016
- Delcastle Health Career Instructor Beth Ann Pusey 06/14/2016
- Delcastle Special Education Instructor Kathleen Denny 05/24/2016
- Hodgson Mathematics Instructor Sara Gallardy 05/31/2016
- Hodgson Social Studies Instructor Randi Pro 06/08/2016
- Howard CNAP Instructor Dawn Dickerson 06/13/2016
- Howard Guidance Counselor Ryan Hawthorne 05/20/2016

**RESIGNATIONS**

- Hodgson School Leader Intern Sarah Vieni-Vento 06/30/2016
- Hodgson School Psychologist Eileen De La Cruz 06/15/2016
- Howard Social Studies Instructor Perri Heller 06/20/2016
- Howard Mathematics Instructor Melissa Devlin 06/30/2016 Addendum
- St. Georges Co-op Coordinator Roger Seedorf 07/05/2016 Addendum

The motion was carried unanimously.
Superintendent Contract
Ms. Santiago requested the Board go in to Executive Session. A discussion ensued and Ms. Santiago asked for item to be tabled.

EXECUTIVE SESSION
At 8:25 p.m., the motion was made by Mr. Gilligan and seconded by Ms. Johnson to go into Executive Session to discuss personnel issue. The motion was carried unanimously.

Ms. Santiago reconvened the regular meeting at 9:29 p.m.

Superintendent Contract
Ms. Santiago discussed the Board tableting this item and indicated the Board will plan to act on the superintendent contract by late summer or early fall. Dr. Gehrt will be submitting information to the Board regarding her evaluation. No Board action was taken to table the agenda item.

GENERAL INFORMATION

Dates to Remember
Ms. Santiago asked that the Board review the Dates to Remember.

DSBA Information
Note the DSBA Minutes provided in the Board Report. Mr. Lynch will check on other minutes that may have not been sent to the District and not included.

Board Goals
- Define Community So We Can Communicate More Clearly: Mr. Lynch & Ms. Tascher
- Develop a Process for Increasing Board Communications: Ms. Santiago, Mr. Stellini, Mrs. Dennis

No reports.

ADJOURNMENT

The motion was made by Ms. Johnson and seconded by Mr. Stellini to adjourn at 9:32 p.m. The motion was carried unanimously.

Victoria C. Gehrt, Ed.D., Executive Secretary