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

January 22, 2018  
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; Madeline Johnson, Vice President; Cheryl Dennis; Robert Gilligan; Nello Paoli; and Mark Stellini. Renee Taschner was absent. Victoria C. Gehrt, Superintendent, was also present.  

CALL TO ORDER  

Ms. Santiago called the meeting to order at 7:00 p.m.  

PLEDGE OF ALLEGIANCE  

REPORT / SECRETARY / SUPERINTENDENT  

Minutes  
A motion was made by Mr. Stellini and seconded by Ms. Johnson to recommend approval of the minutes of the December 18, 2017, regular meeting of the Board of Education. The motion was carried with 5 affirmative votes and 1 abstention. Those in the affirmative were: Ms. Santiago, Ms. Johnson, Mr. Stellini, Mr. Gilligan, and Mr. Paoli. Mrs. Dennis abstained. Ms. Taschner was absent.  

COMMUNITY/PUBLIC COMMENTS - None  

RECOGNITION OF ACCOMPLISHMENTS - None  

PUBLIC PRESENTATION  

District  
Howard 1927 Building Renovation Project: Update  
Presenters: Mr. Carl Kriene, Principal, ABHA Architects  
Mr. Jerry Doherty, President, EDiS Company  
Mr. Kevin Lucas, Senior Project Manager, EDiS Company  
Ms. Samaura Hamilton, Project Manager, EDiS Company  

NCC Vo-Tech Education Association  
Presenter: Mr. Donato Rufo, President  

No Formal Comments  

FINANCIAL REPORTS  

The motion was made by Ms. Johnson and seconded by Mrs. Dennis to approve the Financial Reports for December, subject to audit. The motion passed unanimously.  

BIDS, QUOTATIONS, AND CHANGE ORDERS  

Howard 1927 Building Renovation Project: Change Orders (Informational Only)  
Mr. Timothy Kain, Director of Facilities Management & Special Projects, presented the following change orders for informational purposes. No vote was necessary.  

a. Change Order #2: Specialty Finishes – Furnish and install new plylam casework and Corian solid surface counter tops in the amount of $11,905.00.
b. Change Order#5: Nickle Electrical Company – Changes to student commons lighting. Added circuits for case lighting, switches to control display case lighting, added circuit for receptacles in student common areas, and replace ceiling mounted speakers in the amount of $14,910.00.

c. Change Order##5: Worth & Company – Cost related to repairing wood floors after damaged by clean out leaking in the amount of $12,891.00.

d. Change Order #6: Nickle Electrical Company – Pulled wires feeding the stove and dishwasher back into the ceiling. Pulled the dishwasher circuit back to be used for the copier and moved outlets to the new layout for the refrigerator, counter, and copier in the amount of $965.00.

e. Change Order #8: Specialty Finishes – Credit for remaining allowance balance on Contract HHS-06 in the amount of ($532.00).

f. Change Order #7: Nickle Electrical Company – Trap primer power. Add various circuits in the amount of $10,766.00.

g. Change Order #8: Nickle Electrical Company – Faculty room lighting & power changes. Add AC fixtures & B fixtures in the faculty room, change lighting controls, and add dedicated receptacle for copier in the amount of $4,324.00.

Howard 1927 Building Renovation Project: Change Order Request #445: Nickle Electrical Company – Lighting Changes

Change Order Request #445: Nickle Electrical Company - Lighting Changes in the amount of $198,929.00 was presented by Mr. Timothy Kain, Director of Facilities Management & Special Projects, to request Board approval. The motion was made by Mr. Stellini and seconded by Ms. Johnson to approve Change Order Request #445 as stated above. The motion was carried with 5 affirmative votes and 1 abstention. Those in the affirmative were Ms. Santiago, Ms. Johnson, Mr. Stellini, Mr. Gilligan, and Mrs. Dennis. Mr. Paoli abstained.

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

OLD BUSINESS – None

NEW BUSINESS

Letter of Intent – Howard Stadium
Dr. Victoria C. Gehrt, Superintendent, presented a letter of intent regarding the Howard Stadium for the Board to endorse. The motion was made by Mrs. Dennis and seconded by Mr. Stellini to endorse the letter of intent. The motion was carried unanimously.

Financial Position Report
Mr. Sean Sokolowski, Director of Business, presented for approval the Financial Position Report. The motion was made by Ms. Johnson and seconded by Mr. Paoli to approve the Financial Position Report. The motion was carried unanimously.

Personnel
A motion was made by Mrs. Dennis and seconded by Mr. Stellini to approve personnel actions (including addendums, pgs. 38a and 38b) as recommended:

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>POSITION</th>
<th>NAME</th>
<th>EFFECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>St. Georges</td>
<td>Secretary, Guidance</td>
<td>Courtney Martin</td>
<td>01/03/18</td>
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<tr>
<td>St. Georges</td>
<td>Secretary, Main Office</td>
<td>Tiffany Crowther</td>
<td>01/22/18</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Physical Science Instructor – Temporary</td>
<td>Stephanie Berger</td>
<td>01/29/18</td>
</tr>
<tr>
<td>District</td>
<td>Payroll Financial Secretary</td>
<td>Jennifer Thornton</td>
<td>TBD</td>
</tr>
</tbody>
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Addendum
Addendum
LOCATION | POSITION | NAME | EFFECTIVE
---|---|---|---
**FAMILY MEDICAL LEAVE OF ABSENCES**
District | Maintenance Specialist | Richard Raymond – Effective December 11, 2017
Delcastle | Social Studies Instructor | Cory Evans – Effective September 5, 2017
St. Georges | Instructional Paraeducator | Valerie Boothe – Effective December 13, 2017
Hodgson | Chief Custodian | Michael Enser – Effective October 12, 2017

**RETURN FROM LEAVE OF ABSENCE**
District | Supervisor, Student & Staff Services | MaryAn Scarbrough – Effective December 22, 2017
District | Maintenance Specialist | Richard Raymond – Effective January 3, 2018
Delcastle | Class B Maintenance | Efrain Rodriguez – Effective January 3, 2018
Delcastle | Bilingual Paraeducator | Dulce Manchay – Effective January 16, 2018
Delcastle | Special Education Instructor | Kathleen Denny – Effective December 18, 2017
Delcastle | Social Studies Instructor | Cory Evans – Effective January 3, 2018
Hodgson | Chief Custodian | Michael Enser – Effective January 3, 2018
St. Georges | Custodian | James Szczecinski – Effective January 3, 2018
St. Georges | Emergency Medical Services Inst. | Jennifer Immediato – Effective January 8, 2018
St. Georges | Instructional Paraeducator | Valerie Boothe – Effective January 3, 2018

**REIGNATION**
District | Business Office Coordinator | Angelene Thomas – Effective February 2, 2018

**TERMINATION/JOB ABANDONMENT**
St. Georges | Custodian | Alexander Schiavoni – Effective December 22, 2018

**RETIREDREMENTS/REDUCED-AGE**
Del. Skills Ctr. | Supervisor, Delaware Skills Center | Eric Wells – Effective September 1, 2018  
Delcastle | Production Center Instructor | Addendum  
Susan Wells – Effective August 1, 2018  
Addendum

The motion was carried unanimously.

**GENERAL INFORMATION**

**Dates to Remember**
Ms. Santiago asked that the Board to take time to review the Dates to Remember and School Activities.

**ADJOURNMENT**

The motion was made by Mrs. Dennis to adjourn at 7:44 p.m.

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