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

July 23, 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; Mark Stellini; and Renee Taschner. Victoria C. Gehrt, Superintendent, was also present.

CALL TO ORDER

Dr. Gehrt, Superintendent, called the meeting to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE

ELECTION OF BOARD OFFICERS / REPRESENTATIVES 2018-2019

Office of President
Dr. Gehrt opened the floor for nominations for President. Ms. Taschner nominated Yvette Santiago for President of the Board of Education. Mr. Gilligan seconded the nomination. There were no other nominations. The motion was passed unanimously, and Ms. Santiago was elected for her fifth term as President of the New Castle County Vocational-Technical School District Board of Education.

President Santiago then presided over the meeting.

Office of Vice President
Ms. Santiago opened the floor for nominations for Vice President. Mr. Gilligan nominated Madeline Johnson for Vice President of the Board of Education. Mr. Stellini seconded the nomination. There were no other nominations. The motion was passed unanimously, and Ms. Johnson was elected for her third term as Vice President of the New Castle County Vocational-Technical School District Board of Education.

Office of Executive Secretary of the Board of Education
A motion was made by Ms. Santiago and seconded by Ms. Johnson for Dr. Victoria Gehrt to serve as Executive Secretary to the Board of Education. The motion was passed unanimously.

DSBA Representatives and Alternates
It was decided that DSBA Representatives and Alternates for 2018-2019 would be:

- Mr. Stellini will be the DSBA Board of Directors Representative.
- Mr. Paoli will be the DSBA Board of Directors Alternate.
- Ms. Johnson will remain the DSBA Legislative Committee Representative.
- Mr. Paoli will be the DSBA Legislative Committee Alternate.

Monthly Meeting Date and Time
All of the Board members were in agreement to continue holding the monthly Board meetings on the 4th Monday of the month at 7:00 p.m.
REPORT / SECRETARY / SUPERINTENDENT

Minutes
A motion was made by Mr. Stellini and seconded by Ms. Johnson to recommend approval of the minutes of the June 25, 2018, meeting of the Board of Education. The motion was carried 6 affirmative votes. Those in affirmative were: Ms. Santiago, Ms. Johnson, Mr. Gilligan, Mr. Paoli, Mr. Stellini, and Ms. Taschner. Mrs. Dennis abstained.

Correspondence - None

COMMUNITY/PUBLIC COMMENTS - None

RECOGNITION OF ACCOMPLISHMENTS - None

PUBLIC PRESENTATION

Howard 1927 Building Renovations Project: Update
Presenter: Mr. Carl Krienen, President, ABHA Architects
Mr. Jerry Doherty, President, EDiS Company
Mr. Warren Ellis, Project Manager, EDiS Company
Ms. Kristin Caras, Project Manager, EDiS Company

NCC Vo-Tech Education Association
Presenter: Mr. James Hill, President
No Formal Comments

FINANCIAL REPORTS

The motion was made by Ms. Johnson and seconded by Mr. Gilligan to approve the Financial Reports for June, subject to audit. The motion was passed unanimously.

BIDS, QUOTATIONS, AND CHANGE ORDERS

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

- Change Order #7/Contract #HHS-35 – North East Contractors Inc. – Work related to installing additional metal studs & plaster board at the top of the walls required by the building inspectors field review. All items required by building inspector in the amount of $8,800.00.
- Change Order #8/Contract #HHS-35 – North East Contractors Inc. – Patched west wall & underside of OS auditorium seating in Room M122. This room was partial concrete, partial plaster, the owner requested we repair & finish with new plaster in the amount of $3,312.00.
- Change Order #9/Contract #HHS-35 – North East Contractors Inc. – Work required to insure that the new sprinkler piping does not freeze in the amount of $1,593.00.
- Change Order #10/Contract #HHS-35 – North East Contractors Inc. – Extra plaster board lamination work in the memorabilia support rooms M107, M109 all west wall in 109 all of north wall M109, M107 was skimmed out in the amount of $2,559.00.
- Change Order #11/Contract #HHS-35 – North East Contractors Inc. – ASI #75 issued by architect in the amount of $1,670.00.
• Change Order #12/Contract #HHS-20 – Nickle Electrical Companies – Wired the science room to new layout per ASI #65 in the amount of $6,153.00.
• Change Order #13/Contract #HHS-20 – Nickle Electrical Companies – Changed out all the 120-volt GFI breakers in the amount of $1,097.00.
• Change Order #14/Contract #HHS-34 – Specialty Finishes, LLC – Furnish & install panels at Lower Level Mech Louvers. The blank off panels were not specified in ASI #42 in the amount of $7,508.00.
• Change Order #14/Contract #HHS-32 – Enterprise Masonry – PCO #21. Install flex flashing and caulk at Main Ramp in the amount of $4,254.00.
• Change Order #15/Contract #HHS-34 – Specialty Finishes, LLC – Furnish & install 2 louvers at existing openings in the Roof Mechanical Room in the amount of $3,243.00.
• Change Order #16/Contract #HHS-34 – Specialty Finishes, LLC – Furnish & install bearing pockets & bearing plate for Skyfold Steel in the amount of $14,093.00
• Change Order #17/Contract #HHS-34 – Specialty Finishes, LLC – Furnish & install additional 1x6 window trim at select windows with large gaps that could not be covered by specified trim in the amount of $3,228.00.
• Change Order #18/Contract #HHS-34 – Specialty Finishes, LLC – Furnish & install curtains and curtain track per ASI #87 in the amount of $16,393.00.
• Change Order #19/Contract #HHS-34 – Specialty Finishes, LLC – 1972 Building doors revisions in the amount of $38,360.00.

REPORTS: PRINCIPALS / DIRECTORS / SPECIAL

Discussions were held regarding Board members' comments on, and inquiries into, the monthly administrative reports.

OLD BUSINESS

Revised Board Policies (2nd Reading)
Dr. Gehrt, Superintendent, presented the following board policies for approval having received no comments during the public comment period:

- Policy #020 – District Travel and Personal Reimbursement Policy
- Policy #022 – Tax Abatement and Tax Refund
- Policy #205 – Field Trips
- Policy #206 – District Graduation Policy
- Policy #207 – Due Process (Reaffirmation)

The motion was made by Mr. Stellini and seconded by Mr. Gilligan to approve the Board policies listed above. The motion passed unanimously.

Tax Refund Requests
Mr. Sean Sokolowki, Business Director, presented the following tax refund requests for Board approval:

- CHABAD of Delaware in the amount of $232.15
- Charter School Development Corp (CSDC) in the amount of $12,965.48
- Christiana Care in the amount of $1,933.79

The motion was made by Mr. Gilligan and seconded by Ms. Johnson to approve the above tax refund requests. The motion was carried with 6 affirmative votes. Those in affirmative were Ms. Santiago, Ms. Johnson, Ms. Dennis, Mr. Gilligan, Mr. Paoli, and Mr. Stellini. Ms. Taschner abstained.
NEW BUSINESS

Certificate of Necessity
MR. SEAN SOKOLOWSKI, Business Director, presented to the Board for approval the applications for a Certificate of Necessity at the following locations:

- Priority #1 – Paul M. Hodgson Vocational Technical High School Replacement - $176,893,084.00
- Priority #2 – Delcastle Technical High School & Marshallton Education Center Renovation - $56,091,739.00

The motion was made by Ms. Johnson and seconded by Mr. Gilligan to approve the application for a Certificate of Necessity. The motion passed unanimously.

Approval of FY19 Salary Schedules
Mr. Sean Sokolowski, Business Director, presented to the Board for approval the 2018-2019 Salary Schedules. The new salary schedules reflect the State salary increases as indicated below:

- Clerical – A $1,000 State increase effective July 8, 2018.
- Custodial – A $1,000 State increase effective July 8, 2018.
- Technology Aide – A $1,000 State increase on 60% of the overall salary effective July 8, 2018.
- Administrators – A 2.0% State increase effective July 8, 2018 (based on Doctorate Step 21).
- Teachers – A 2.0% State increase effective August 21, 2018.
- Paraeducators – A $1,000 State increase effective August 21, 2018, a $0.20/hr local increase effective August 21, 2018.
- Food Service – A $1,000 State increase for cooks and general workers effective July 8, 2018.
- Food Service – A $1,000 State increase for managers effective July 8, 2018.
- Hourly and Substitute Scale:
  - Summer Program Student Helpers – Increase from $8.50 to $8.75 to comply with minimum wage – effective August 21, 2018.
  - Co-Op & Work-study – Increase from $8.25 to $8.75 to comply with minimum wage – effective August 21, 2018.
  - New Student Home Visits Non-Teacher (Spec Ed/Bi-lingual) – Establish at $34.00/per visit. This is to align with the teachers who receive more when visiting Spec Ed or Bilingual students.
  - Tool Room Attendant – Increase from $8.50 to $8.75 to comply with minimum wage – effective August 21, 2018.

The State raises apply to all steps on the scales and will be spread out over 26 pays. The motion was made by Ms. Johnson and seconded by Mr. Stellini to approve the 2018-2019 salary schedules. The motion pass unanimously.

Board Policies (1st Reading)
Dr. Gehrt, Superintendent, presented the following policies to the Board requesting approval to post for public review and comment:

- Policy #023 – Freedom of Information Act (FOIA) Requests
- Policy #102 – Mission Statement
- Policy #201 – Athletic Security (Reaffirmation)
- Policy #209 – Cosmetology (Reaffirmation)
- Policy #210 – Firearm Possession (Reaffirmation)
- Policy #608 – Acceptable Use Policy
The motion was made by Mr. Stellini and seconded by Mrs. Dennis to approve posting of the above-named policies for public review and comment. The motion passed unanimously.

**Personnel**
A motion was made by Mrs. Dennis and seconded by Mr. Gilligan to approve personnel actions (including addendum, pg. 68a) as recommended:

<table>
<thead>
<tr>
<th>LOCATION</th>
<th>POSITION</th>
<th>NAME</th>
<th>EFFECTIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>District</td>
<td>Financial Secretary (Payroll/Benefits)</td>
<td>Jane McGonegal</td>
<td>07/09/2018</td>
</tr>
<tr>
<td>Howard</td>
<td>Custodian</td>
<td>Shayne Miller</td>
<td>TBD</td>
</tr>
<tr>
<td>Howard</td>
<td>Custodian</td>
<td>Brian Moore</td>
<td>TBD</td>
</tr>
<tr>
<td>Howard</td>
<td>ELA Instructor</td>
<td>Tracy Gamerman</td>
<td>TBD</td>
</tr>
<tr>
<td>Howard</td>
<td>Medical Assisting Instructor</td>
<td>Amy Drennan</td>
<td>TBD</td>
</tr>
<tr>
<td>Howard</td>
<td>Spanish Instructor (ARTC)</td>
<td>Samanta Lopez</td>
<td>08/21/2018</td>
</tr>
<tr>
<td>Marshallton</td>
<td>Teacher/Coordinator of Adult</td>
<td>Jennifer Morrow</td>
<td>08/21/2018</td>
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<tr>
<td></td>
<td>Education/GED Prep</td>
<td></td>
<td></td>
</tr>
<tr>
<td>St. Georges</td>
<td>Physical Ed./Health Instructor</td>
<td>Tyler Downes</td>
<td>TBD</td>
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**COACHING RECOMMENDATIONS**

<table>
<thead>
<tr>
<th>Delcastle</th>
<th>Athletic Director</th>
<th>Jeffrey Hewes</th>
<th>2018/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delcastle</td>
<td>Football, Head Coach</td>
<td>Michael Lemon</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Football, Asst. Coach</td>
<td>David Battafarano</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Football, Asst. Coach</td>
<td>Alhessa Booker</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Football, Asst. Coach (1/2)</td>
<td>Kevin Nelson</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Fall Cheerleading, Head Coach</td>
<td>Ethel Jennings</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Boys Soccer, Head Coach</td>
<td>Todd Lehman</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Boys Soccer, Asst. Coach</td>
<td>John Fitzgerald</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Cross Country, Head Coach</td>
<td>Timothy Dorsey</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Cross Country, Asst. Coach</td>
<td>Margaret Battafarano</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Cross Country, Asst. Coach</td>
<td>Angela Guida</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Field Hockey, Head Coach</td>
<td>Jordan Bader</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Field Hockey, Asst. Coach</td>
<td>Melissa Dobbs</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Girls Volleyball, Head Coach</td>
<td>Patricia Rufo</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Boys Basketball, Head Coach</td>
<td>Kenneth Avent</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Boys Basketball, Asst. Coach</td>
<td>Pete Bacote</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Boys Basketball, Asst. Coach</td>
<td>Maurice Williams</td>
<td>2018/2019</td>
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<tr>
<td>Delcastle</td>
<td>Winter Cheerleading, Head Coach</td>
<td>Ethel Jennings</td>
<td>2018/2019</td>
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<tr>
<td>Delcastle</td>
<td>Wrestling, Head Coach</td>
<td>Jeffrey Hewes</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Wrestling, Asst. Coach</td>
<td>Jason Hewes</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Delcastle</td>
<td>Wrestling, Asst. Coach</td>
<td>Christopher Williams</td>
<td>2018/2019</td>
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<tr>
<td>Delcastle</td>
<td>Wrestling, Asst. Coach</td>
<td>Andrew Cuomo</td>
<td>2018/2019</td>
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<tr>
<td>Delcastle</td>
<td>Wrestling, Asst. Coach</td>
<td>Sam Cuomo</td>
<td>2018/2019</td>
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<tr>
<td>Delcastle</td>
<td>Wrestling, Asst. Coach</td>
<td>Mike Shellem</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Howard</td>
<td>Athletic Director</td>
<td>Daniel Ritter</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Howard</td>
<td>Football, Head Coach</td>
<td>Daniel Ritter</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Howard</td>
<td>Football, Asst. Coach</td>
<td>Kenneth Cartwright</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Howard</td>
<td>Football, Asst. Coach</td>
<td>Rahsaan Matthews</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Howard</td>
<td>Football, Asst. Coach</td>
<td>Matthew Rice</td>
<td>2018/2019</td>
</tr>
<tr>
<td>Howard</td>
<td>Football, Asst. Coach</td>
<td>Ryan Hawthorne</td>
<td>2018/2019</td>
</tr>
</tbody>
</table>
LOCATION | POSITION | NAME | EFFECTIVE
--- | --- | --- | ---
Howard | Football, Asst. Coach (1/2) | Curtis Clack | 2018/2019
Howard | Football, Asst. Coach | LaMar Roane | 2018/2019
Howard | Football, Asst. Coach | James Garrett | 2018/2019
Howard | Football, Asst. Coach | Albert Horsey | 2018/2019
Howard | Fall Cheerleading, Head Coach | Lindsay (Tallon) Hoeschel | 2018/2019
Howard | Fall Cheerleading, Asst. Coach | Lindsay Tietze | 2018/2019
Howard | Boys Soccer, Head Coach | Matthew Maloney | 2018/2019
Howard | Boys Soccer, Asst. Coach | Alexander Paolano | 2018/2019
Howard | Cross Country, Head Coach | Tim Casey | 2018/2019
Howard | Cross Country, Asst. Coach | Elijah Hicks | 2018/2019
Howard | Girls Volleyball, Head Coach | Christopher DiMascio | 2018/2019

CLERICAL STIPEND
District Financial Secretary (Payroll/Pension) Kristin Walker 07/01/2018

RESIGNATIONS
Delcastle Mathematics Instructor Joseph Evans – Effective June 30, 2018
Delcastle Special Education Instructor Kathleen Denny – Effective June 30, 2018
Del. Skills Ctr. Secretary Tiffany Carn – Effective July 20, 2018

RETIREMENT
Hodgson Food Service Worker Carol Gambill – Effective November 1, 2018

RECALL – FEDERAL/SPECIAL FUNDS/NON-CERTIFIED
Del. Skills Ctr. Electrical Trades Inst. (10-month) Roy Arters Addendum
Del. Skills Ctr. HVAC Instructor (10-month) David Schneider Addendum
Del. Skills Ctr. Multi-Craft Instructor (10-month) Paul Huhn Addendum
Del. Skills Ctr. Practical Nursing Inst. (10-month) Susan Anderson Addendum
Del. Skills Ctr. Welding Instructor (10-month) Dustin Guthrie Addendum
Del. Skills Ctr. Specialist (10 + 1 month) Michael Mulrooney Addendum

The motion was carried with six affirmative votes. Those in affirmative were Ms. Santiago, Mrs. Dennis, Mr. Gilligan, Mr. Paoli, Mr. Stellini, and Ms. Taschner. Ms. Johnson abstained.

GENERAL INFORMATION
Dates to Remember
Ms. Santiago asked that the Board take time to review the Dates to Remember. Board/Admin Workshop trip to National Museum of African American History & Culture on July 24th. Board/Admin Workshop at Sharp Center on July 25th. Board Workshop at District Office on July 30th from 8:00 a.m. to 12:00 p.m.

EXECUTIVE SESSION
At 7:28 p.m., a motion was made by Ms. Taschner and seconded by Ms. Johnson for the Board to go into Executive Session regarding teacher negotiations. Mr. Gerald Allen, Director of Personnel and School Operations; Mr. Sean Sokolowski, Business Director; and Dr. Victoria Gehrt, Superintendent, were present for the session.

Ms. Santiago reconvened the meeting at 7:48 p.m.
ADJOURNMENT

The motion was made by Ms. Taschner and seconded by Mrs. Dennis to adjourn the meeting at 7:48 p.m. The motion was carried unanimously.

Victoria C. Gehrt, Ed.D., Superintendent