

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

**December 20, 2010
7:00 P.M.**

The following Board members were present for the School Board meeting, which was held in the Thomas B. Sharp Center: John F. Lynch, Jr., President; John J. McMahon, Jr., Vice President; Arnetta McRae; Yvette Santiago; and Robert Strong. Mark Stellini was absent. Steven Godowsky, Superintendent, was also present.

CALL TO ORDER

Mr. Lynch called the meeting to order at 7:00 p.m.

COMMUNITY/PUBLIC COMMENTS - None

REPORT / SECRETARY / SUPERINTENDENT

Minutes

A motion was made by Mr. McMahon and seconded by Ms. McRae to dispense with the reading and to recommend approval of the minutes of the regular meeting of the Board of Education held on Monday, November 22, 2010. The motion passed unanimously.

Correspondence

- Letter from Secretary of Education Lillian Lowery explaining the status of the District as Corrective Action Phase II, Under Improvement, and the corrective action required.
- Letter from Secretary of Education Lillian Lowery sent to all school district parents informing them of the school district's status relative to NCLB and the State's accountability requirements.
- Letter from Vision Network 2015 Director Rob Rescigno thanking the District and Dr. Shelley Rouser for providing quality professional development to the District faculty. Dr. Rescigno has resigned his director position effective January 1.
- Dr. Godowsky made note of items in the Board's folder: a personnel addendum, the job description for the Howard principal position, the architect contract for the Howard renovation, a letter with a PZ Plan update sent to Howard parents, and a *News Journal* article.

RECOGNITION OF ACCOMPLISHMENTS - None

PUBLIC PRESENTATION – None

FINANCIAL REPORTS

The motion was made by Ms. Santiago and seconded by Mr. McMahon to approve the Financial Reports for November, subject to audit. The motion was carried unanimously.

BIDS, QUOTATIONS, AND CHANGE ORDERS

BSA+A Architect Contract

The contract negotiation process between the District and BSA+A (Buck Sempers Architect & Associates, Inc.) for architectural/engineering professional services for the Howard High School of Technology Renovation Project took place after the Board approved BSA+A as the first choice architectural firm at its November Board meeting. BSA+A provided the District with a preliminary contract for review, which was examined by District administration as well as attorney James S. Green. Dr. Godowsky and Dr. Hale, in consultation with Mr. Green, reviewed contractual language, and made adjustments to the contract, including specific language to protect the District in the event that capital funding is not approved. After adjustments were made to the contract, Mr. Green and administration were satisfied with the final contract language and recommended its approval by the Board.

The motion was made by Mr. McMahon and seconded by Ms. Santiago to approve the final contract between the District and BSA+A for architectural/engineering services for the Howard High School of Technology Renovation Project for a base contract of \$2.28 million, plus optional services amounting to \$572,500. The motion was carried unanimously.

REPORTS: PRINCIPALS / DIRECTORS / SPECIAL

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

OLD BUSINESS

Energy Audit Report

Mr. Ignudo and Mr. Kain presented an update regarding the status of the District's involvement with the Sustainable Energy Utility (SEU). A preliminary energy audit walkthrough was conducted by Energy Service Companies (ESCO) and proposals were submitted by three companies for performing an investment grade audit. Proposal costs ranged from \$27,000 to \$48,000 and are non-refundable if the District decides that the cost of the energy upgrades do not justify the capital investment. Mr. Kain reported the results of the meeting with the SEU. At the meeting, ESCO proposals were discussed, as well as changes in the funding process. It appears that new finance options are available and that these options need further investigation. Dr. Godowsky pointed out that the preliminary energy ratings for Delcastle and Hodgson were relatively high. He said the District's goal is to continue to pursue SEU funding options with a recommendation after further study.

Mr. Kain updated the Board on current Districtwide energy conservation efforts, such as lighting retrofitting in several offices that will significantly reduce electricity costs; replacement of Delcastle's gym lighting fixtures making a dramatic improvement (brighter) and reducing the amount of electricity used; the addition of capacitors at St. Georges to high speed motors to prevent blowing out of ballasts; and the completion at Howard of a good amount of the roof project, which has significantly reduced leaks.

Partnership Zone: DOE Feedback

Dr. Godowsky referred to the DOE report on our Partnership Zone Plan. Dr. Zych summarized for the Board the feedback from DOE, which basically asked for more detail and a projected two-year budget. The finalized plan is due December 22, which will be submitted along with the projected budget. Additionally, Dr. Godowsky explained that other federal funds under RTTT and School Improvement funds will be available to Howard. The administrative team will meet after the New Year to work out details with the association leadership team and the Howard faculty.

Dr. Godowsky provided the Board with the job description for the principal position that will be advertised after the Board meeting. Mr. Allen informed the Board of the various newspapers and publications where

the posting will be advertised. It was suggested the advertisement also include *Education Week*, a national education newspaper.

Dr. Godowsky provided a copy of the PZ Information that was sent to the Howard faculty on December 13 to update them on the status of the PZ Plan. Also provided was a letter to the Howard parents informing them of the current status of the plan. The District Liaison Committee meeting, including association representatives from each high school, was held prior to the Board meeting with the PZ Plan as the key agenda item.

2011-12 District Calendar Proposed Changes

The 2011-12 District Calendar previously approved on March 22, 2010, was revised according to an agreement with all New Castle County superintendents to create a more uniform calendar. Ms. Edney explained that the proposed changes to the school year will result in all six New Castle County school districts having the same start of school and same spring and winter breaks. Ms. Edney convened the District Calendar Committee to review the proposed changes. Dr. Godowsky explained the hardships this has caused parents with children in more than one district and that coordinating a calendar in New Castle County schools would be greatly appreciated by parents. Dr. Godowsky asked for the Board to approve the calendar being posted for comment, with the goal of approving the calendar at the January Board meeting. A motion was made by Ms. McRae and seconded by Mr. Strong to post the revised 2011-12 District Calendar for a public notice period. The motion was carried unanimously.

NEW BUSINESS

Personnel

A motion was made by Mr. McMahon and seconded by Mr. Strong to approve personnel actions, including addendum (pages 104 a-b.), as recommended:

LOCATION	POSITION	NAME	EFFECTIVE	
<u>NEW APPOINTMENTS</u>				
District	Accounts Payable Secretary	Karen McFatrige	01/17/11	<i>addendum</i>
Delcastle	Custodian	Mario DiTeodoro	01/03/11	<i>addendum</i>
Hodgson	Cosmetology Instructor	Michael Paoli	01/03/11	<i>addendum</i>
<u>COACHING RECOMMENDATIONS</u>				
Hodgson	Winter Track, Asst. Coach, Volunteer	Ammar Corbin	2010/2011	
St. Georges	Winter Track, Head Coach	Kai Maull	2010/2011	
St. Georges	Winter Track, Asst. Coach	Linda Cylc	2010/2011	
Delcastle	Winter Track, Asst. Coach	Leon Price	2010/2011	<i>addendum</i>
Delcastle	Winter Track, Asst. Coach (1/2)	Samantha Kelley	2010/2011	<i>addendum</i>
Delcastle	Winter Track, Asst. Coach (1/2)	Jamir Kirby	2010/2011	<i>addendum</i>
Delcastle	Winter Track, Asst. Coach, Volunteer	Marlene Price	2010/2011	<i>addendum</i>
<u>FAMILY MEDICAL LEAVE OF ABSENCES</u>				
Delcastle	Spanish Instructor	Alba Garcia	11/29/10	
Hodgson	Senior Secretary	Charlotte Smith	11/22/10	
St. Georges	English Instructor	Carol O'Hara	11/08/10	
Delcastle	Social Studies Instructor	Naomi Penny	02/05/11	<i>addendum</i>
Howard	Instructional Paraeducator	Joanne Klinefelter	01/10/11	<i>addendum</i>
Marshallton	Mathematics Specialist	Darnel Grandell	12/07/10	<i>addendum</i>

LOCATION	POSITION	NAME	EFFECTIVE	
<u>LEAVE OF ABSENCE—Adjustment</u>				
Hodgson	Cafeteria General Worker	Kathleen Swinick	11/02/10	
<u>RETURN FROM LEAVE OF ABSENCES</u>				
Hodgson	Senior Secretary	Charlotte Smith	12/06/10	
Howard	Mathematics Instructor	Kimberley Williams	01/01/11	
Hodgson	Cafeteria General Worker	Kathleen Swinick	12/15/10	<i>addendum</i>
<u>RETURN FROM FAMILY MEDICAL LEAVE OF ABSENCE</u>				
District	Spanish Instructor	Alba Garcia	12/15/10	<i>addendum</i>
<u>RESIGNATIONS</u>				
Hodgson	Cosmetology Instructor	Deborah Boulden	11/22/10	
Hodgson	Instructional Paraeducator	Patricia Olsen	12/01/10	
Howard	Special Education instructor	Anthony Kwoka	01/09/11	<i>addendum</i>

The motion was carried unanimously.

Final FY'11 Operating Budget

Based on enrollment information authorized through the September 30th Unit Count and final federal and state funding allocations provided by the Department of Education, adjustments have been made to the operating budget to more accurately reflect the FY'11 budget. Dr. Hale discussed the FY'11 budget at the Board Finance Committee workshop held earlier this evening for the purpose of reviewing the FY'11 Operating Budget prior to requesting Board approval. The Finance Committee meeting was open to the full Board. Dr. Hale reported that the business office staff continues to learn the new finance system. The motion was made by Mr. McMahon and seconded by Ms. Santiago to accept the final FY'11 Operating Budget presented by Dr. Hale. The motion was carried unanimously.

GENERAL INFORMATION

Dates to Remember

Dr. Godowsky reminded the Board of the January 24th Board meeting that will be held at St. Georges.

DSBA Information –None

ADJOURNMENT

The motion was made by Ms. McRae and seconded by Mr. Stellini to adjourn at 8:47 p.m. The motion was carried unanimously.

Steven H. Godowsky, Superintendent