

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

**February 28, 2011  
7:00 P.M.**

The following Board members were present for the School Board meeting, which was hosted by Howard High School of Technology: John F. Lynch, Jr., President; Robert Strong; Yvette Santiago; and Mark Stellini. John J. McMahon, Jr., Vice President, and Arnetta McRae were 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 Ms. Santiago and seconded by Mr. Strong to dispense with the reading and to recommend approval of the minutes of the regular meeting of the Board of Education held on Monday, January 24, 2011. The motion passed unanimously.

**Correspondence**

- No correspondence.
- Dr. Godowsky made note of items in the Board's folder: the Balanced Scorecard Mid-Year Review that is part of the meeting agenda, an audit report on capital projects, the summer camp announcement, and the District Annual Report of Progress, which is excellent work prepared by Mary An Scarbrough. Mr. Lynch stated the publication is very good and informative.

**RECOGNITION OF ACCOMPLISHMENTS - Howard**

**Introduction of Tim Capone, Howard High School of Technology's Principal**

Presenter: Steven H. Godowsky, Superintendent

**DuPont's Black History Month Activities**

Presenter: Clifton Hayes, Assistant Principal  
Christine Shaub, Legal Administrative Assistant (LAA) Instructor  
Kennae Gladney, LAA, 10th  
Ronald Jones, LAA, 10th

**Winter Track Teams**

Presenter: Shanta Reynolds, Assistant Principal  
Coach Greg Jordan  
Coach Nicholas Palka  
Coach Mark White  
Gerald Myra Wanamaker, Culinary Arts, 11<sup>th</sup> (*accepted by Coach Palka*)  
Kyle Jones, Culinary Arts, 12th

**Girls Basketball – Scoring 1,000 Points**

Presenter: Shanta Reynolds, Assistant Principal  
Coach Ursula McCoy  
Jade Wharton, Electrical Trades, 12th

**Stock Market Game Winners**

Presenter: Stanley Spoor, Assistant Principal  
Tim Johnson, Academy of Finance Instructor  
Keneeka Pagan, Academy of Finance, 11th  
Talia Hickman, Academy of Finance, 11th

**PUBLIC PRESENTATION – District**

**Nutrition Services/Cafeteria Program**

Presenters: Nick Mottola, Nutrition Services Supervisor  
Angela Pineault, Registered Dietician  
Cafeteria Managers:  
Cathy Crumlish, Delcastle  
Debbie Rineer, Hodgson  
Kathy Hoffman, Howard  
Terry Foraker, St. Georges

**PUBLIC PRESENTATION – Howard**

**Learning Focused Strategies Implementation at Howard**

Presenter: Tim Capone, Principal

**FINANCIAL REPORTS**

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

**BIDS, QUOTATIONS, AND CHANGE ORDERS - none**

**REPORTS: PRINCIPALS / DIRECTORS / SPECIAL**

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

**OLD BUSINESS**

**Race to the Top (RTTT): Overview**

Tabled until March meeting.

**Partnership Zone: Update**

Dr. Godowsky updated the Board on several Partnership Zone (PZ) activities. Tim Capone has been hired as Howard's principal, consistent with the PZ timeline. The prior week, Dr. Godowsky attended a meeting chaired by the Mayor's Chief of Staff, Bill Montgomery, and attended by key city directors such as

Planning & Licensing, Parks & Recreation, and general counsel, to discuss Howard's renovation project, especially the school's athletic field that is city property. The Mayor, Mr. Montgomery, and the participating directors, were very supportive. Dr. Godowsky reported that he, Kathy Demarest, and Evelyn Edney had a meeting with the Urban League to update them on activities at Howard, which went well. There are two important PZ positions that are being advertised; the parent coordinator position, which may begin as early as April 1, and a model 1 (teacher-level position) school administrative manager (SAM) to be an assistant to the principal that will begin after the end of school and is to be partially funded by DOE.

In the Board Report there is a list of PZ Planning committees that are meeting almost weekly; the Master Schedule, the Summer Learning Institute/Early Warning Systems, and Small Learning Communities. Dr. Godowsky pointed out that 40 teachers and administrators are on these committees. The next important activity is the posting for the intra-District teacher transfer plan. There is a new job description for these positions to attract up to 10 highly qualified teachers to come to Howard. Once that hiring process is complete, we will begin to fill the Howard leadership team, and then begin the teacher transfer-out process. Dr. Godowsky complimented Mr. Capone for making specific scheduling and assignment changes in his first few weeks.

#### **Board of Education Policy Manual Revisions-First Submission (2<sup>nd</sup> Reading)**

As part of phase one of a comprehensive review of the Board of Education Policy Manual, Dr. Zych presented to the Board several proposed policy revisions at the January Board meeting that were approved for a public posting and comment period. Dr. Zych reported that one comment was received during the public comment period that was from the school librarians. They wanted to further review Policy #104-*Policy for Concerns Regarding Questionable Library Materials*; therefore, this policy has been withdrawn from this group and will be presented for approval at next month's meeting. A motion was made by Mr. Strong and seconded by Ms. Santiago to approve the first submission of revised Board of Education policies as presented: Policies 001-006, 008-020, 101-102, 105, 204, and 307-308. The motion was carried unanimously.

#### **Balanced Scorecard: Mid-Year PMOC Review**

Dr. Godowsky referred to the BSC Mid-Year Review report provided to the Board in their folders and to the PMOC meeting schedule in the Board Report. Overall, Dr. Godowsky feels the level and quality of all 14 plans has improved significantly. Further review of BSC PMOC Plans will take place at the Board's Lunch & Learn meeting on March 2 at 11:30 a.m. in the District Board room. Dr. Godowsky pointed out that on the PMOC Mid-Year report the activities are color-coded; 222 total activities: 149 considered completed or about to be completed; 68 in progress, and 5 considered no activity to date. Several of those activities were considered obsolete and were deleted. Notes on the report indicate specific actions or findings made at the meetings. PMOC review teams this year were expanded to include instructional specialists and teachers to better communicate BSC strategies and its improvement process. Dr. Godowsky feels that the BSC process has become part of the District's culture. Dr. Zych commented on the high level of professionalism and seriousness of administration and that the binders and materials presented were exemplary.

#### **NEW BUSINESS**

#### **Board of Education Policy Manual Revisions-Second Submission (1<sup>st</sup> Reading)**

As part of phase two of a comprehensive review of the Board of Education Policy Manual, Dr. Zych presented to the Board the second submission of several proposed policy revisions. The Board Policy Committee met on February 17, 2011, to review the proposed revisions. Dr. Zych commended Evelyn Edney, who is part of the committee, for an outstanding job at organizing this large task. A chart has been developed and shared with the Board showing the policy changes by category. The committee recommended these policies for submission to the Board to be approved for posting. Any comments will be

noted, and the revised policies will be brought before the Board in March for final approval. A motion was made by Mr. Strong and seconded by Ms. Santiago to approve the posting of the second submission of revised Board of Education policies. The motion was carried unanimously.

#### **Proposed 2012-2013 District Calendar**

The 2012-2013 District Calendar was presented to the Board for a first reading. The District Calendar Committee met on February 8 and reviewed the proposed calendar, which is recommended to be posted for public comment. Dr. Godowsky informed the Board that this calendar conforms to the rest of the NCC school districts, although he noted that other districts may still be in the process of getting calendars Board approved. The calendar will be posted for public comment and brought before the Board for consideration and approval at the March Board meeting. A motion was made by Ms. Santiago and seconded by Mr. Stellini to approve the posting of the 2012-2013 District Calendar for a public comment period. The motion was carried unanimously.

#### **School District Financial Position Report**

The motion was made by Ms. Santiago and seconded by Mr. Strong to approve the School District Financial Position Report. This report is completed as a requirement of Title 14, Section 1507, of the Delaware Code. The purpose of the report is to project the District's revenues and expenditures through October 15, 2011, to ensure that sufficient balances exist to meet projected financial obligations. The motion was carried unanimously. The report will be submitted to the Department of Education for review and approval as required.

#### **Annual Employee Hiring Summary**

Mr. Allen presented the District's 2010-2011 Hiring Report Summary as it relates to race, gender, and the number of all new hires, new instructors, and new support staff. The report included an analysis of instructors by school, all district employees, and a race and gender comparison of instructors over the past four years. The Hiring Report also included instructor retention data from the previous school year and a race and gender breakdown of students by school.

#### **Delaware Black Caucus Report**

Dr. Godowsky discussed the letter from Jea Street, Chair of the Delaware Black Caucus, who is a county councilman. As a follow-up to a meeting two weeks ago, the Black Caucus sent a letter to the five New Castle County school districts. The letter requested that the Board declare its position regarding a single school district to serve all Wilmington students. Because we are a grade 9-12 school system, Dr. Godowsky indicated that our District is not configured to serve traditional comprehensive schools. Mr. Lynch added that our District is also 100% choice. The Board decided they needed to further discuss this request after gaining more information from other districts.

A discussion on the District response was deferred until the March 2 Board Lunch & Learn meeting.

#### **Hearing Officer Reports**

The Board reviewed the Hearing Officer's report, hearing transcripts, various other related documents, and administration recommendations. The Board also discussed and considered the recommendations made by the Superintendent and administrative staff from Hodgson and Delcastle.

A motion was made by Mr. Strong and seconded by Ms. Santiago to accept the Hearing Officer's recommendations to expel student #022811M-A from Hodgson, and student #022811M-B from Delcastle for the remainder of the 2010-2011 school year with alternative educational placement. The motion was carried unanimously.

**Personnel**

A motion was made by Mr. Strong and seconded by Mr. Stellini to approve personnel actions, including addendum (page 84 a-b.), as recommended:

LOCATION	POSITION	NAME	EFFECTIVE
<b><u>NEW APPOINTMENTS</u></b>			
Delcastle	Custodian	John Williams	01/31/11
Hodgson	Mathematics Learning Support Coach--Temporary	Jennifer Holdsworth	03/10/11
Howard	CNAP Instructor--Temporary	Angeleah Doherty	02/17/11
Howard	English Instructor—Temporary	Ashley Biro	02/18/11
St. Georges	Special Education Learning Support Coach--Temporary	Nathalie Princilus	03/01/11
Marshallton	Social Studies Specialist 10+2	Christine Schumacher	07/01/11 <i>addendum</i>

**RECLASSIFICATION**

Howard	Assistant Principal Reclassification from Principal to Assistant Principal at Howard	Stanley Spoor	01/31/11
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**COACHING RECOMMENDATIONS**

Hodgson	Wrestling, Asst. Coach	Joseph Potts	2010/2011
Hodgson	Baseball, Head Coach	Chris Moxley	2010/2011
Hodgson	Baseball, Asst. Coach	Bryan Moxley	2010/2011
Hodgson	Baseball, Asst. Coach (1/2)	Roger Rolfe	2010/2011
Hodgson	Baseball, Asst. Coach (1/2)	Matt Trate	2010/2011
Hodgson	Baseball, Asst. Coach, Volunteer	J.T. Laws	2010/2011
Hodgson	Baseball, Asst. Coach, Volunteer	Brad Rolfe	2010/2011
Hodgson	Track, Head Coach	Megan Baker	2010/2011
Hodgson	Track, Asst. Coach	Dumaine Corbin	2010/2011
Hodgson	Track, Asst. Coach	Chris Jones	2010/2011
Hodgson	Track, Asst. Coach	Larry Nolly	2010/2011
Hodgson	Softball, Head Coach	David Morrow	2010/2011
Hodgson	Softball, Asst. Coach	Ron Boxer	2010/2011
Hodgson	Softball, Asst. Coach	Rocky Lano	2010/2011
Hodgson	Softball, Asst. Coach, Volunteer	Laura Emerson	2010/2011
Hodgson	Softball, Asst. Coach, Volunteer	Katie Gallagher	2010/2011
Hodgson	Softball, Asst. Coach, Volunteer	Alan McMillan	2010/2011
Hodgson	Lacrosse, Head Coach	Steve Shipe	2010/2011
Hodgson	Lacrosse, Asst. Coach	Bryan Markiewicz	2010/2011
Hodgson	Freshman Lacrosse Coach	Tyler Montgomery	2010/2011
Hodgson	Girls Soccer, Head Coach	Charlie Hoard	2010/2011
Hodgson	Girls Soccer, Asst. Coach	Annemarie Hoard	2010/2011
Hodgson	Golf, Head Coach	Robert Myers	2010/2011
St. Georges	Baseball, Head Coach	John Green	2010/2011
St. Georges	Baseball, Asst. Coach	Jeff Rodgers	2010/2011
St. Georges	Baseball, Asst. Coach	Kevin Stark	2010/2011
St. Georges	Baseball, Asst. Coach, Volunteer	Marvin Dooley	2010/2011
St. Georges	Baseball, Asst. Coach, Volunteer	Richard Green	2010/2011
St. Georges	Baseball, Asst. Coach, Volunteer	Bob Kunz	2010/2011
St. Georges	Baseball, Asst. Coach, Volunteer	Zachary Wardrop	2010/2011
St. Georges	Softball, Head Coach	Roger Seedorf	2010/2011
St. Georges	Softball, Asst. Coach	Jeremy Springer	2010/2011
St. Georges	Softball, Asst. Coach	Jennifer Immediato	2010/2011
St. Georges	Golf, Head Coach	Mark Robinson	2010/2011
St. Georges	Girls Soccer, Head Coach	Bonnie Mills	2010/2011

LOCATION	POSITION	NAME	EFFECTIVE
<b><u>COACHING RECOMMENDATIONS (continued)</u></b>			
St. Georges	Girls Soccer, Asst. Coach (1/2)	Justin Null	2010/2011
St. Georges	Girls Soccer, Asst. Coach (1/2)	Josh Rickner	2010/2011
St. Georges	Track, Head Coach	Larry Cyle	2010/2011
St. Georges	Track, Asst. Coach	Jamie Crumlish	2010/2011
St. Georges	Track, Asst. Coach	Kai Maull	2010/2011
St. Georges	Track, Asst. Coach	Linda Cyle	2010/2011
St. Georges	Boys Lacrosse, Head Coach	Clay Strickland	2010/2011
St. Georges	Boys Lacrosse, Asst. Coach	Brian DeChants	2010/2011
Delcastle	Baseball, Head Coach	Dave Battafarano	2010/2011 <i>addendum</i>
Delcastle	Baseball, Asst. Coach	Patrick Williamson	2010/2011 <i>addendum</i>
Delcastle	Baseball, Asst. Coach	Aaron Yamamoto	2010/2011 <i>addendum</i>
Delcastle	Baseball, Asst. Coach, Volunteer	Mike Albertson	2010/2011 <i>addendum</i>
Delcastle	Baseball, Asst. Coach, Volunteer	John Davis	2010/2011 <i>addendum</i>
Delcastle	Baseball, Asst. Coach, Volunteer	Mike Walls	2010/2011 <i>addendum</i>
Delcastle	Softball, Head Coach	Tara Saladyga	2010/2011 <i>addendum</i>
Delcastle	Softball, Asst. Coach	Kevin Madigan	2010/2011 <i>addendum</i>
Delcastle	Softball, Asst. Coach	Kathryn Struzowski	2010/2011 <i>addendum</i>
Delcastle	Softball, Asst. Coach, Volunteer	Jason Hewes	2010/2011 <i>addendum</i>
Delcastle	Softball, Asst. Coach, Volunteer	Chris Hudson	2010/2011 <i>addendum</i>
Delcastle	Softball, Asst. Coach, Volunteer	Jack King	2010/2011 <i>addendum</i>
Delcastle	Softball, Asst. Coach, Volunteer	Kathleen Madigan	2010/2011 <i>addendum</i>
Delcastle	Softball, Asst. Coach, Volunteer	Karen Reeder	2010/2011 <i>addendum</i>
Delcastle	Softball, Asst. Coach, Volunteer	Tim Reeder	2010/2011 <i>addendum</i>
Delcastle	Girls Soccer, Head Coach	Allen Sylvester	2010/2011 <i>addendum</i>
Delcastle	Girls Soccer, Asst. Coach (1/2)	Cory Ferguson	2010/2011 <i>addendum</i>
Delcastle	Girls Soccer, Asst. Coach (1/2)	Stephanie Popejoy	2010/2011 <i>addendum</i>
Delcastle	Spring Track, Head Coach	Carmella Anderson	2010/2011 <i>addendum</i>
Delcastle	Spring Track, Asst. Coach	Sam Kelly	2010/2011 <i>addendum</i>
Delcastle	Spring Track, Asst. Coach	Jamir Kirby	2010/2011 <i>addendum</i>
Delcastle	Spring Track, Asst. Coach	Leon Price	2010/2011 <i>addendum</i>
Delcastle	Lacrosse, Head Coach	John Mueller	2010/2011 <i>addendum</i>
Delcastle	Lacrosse, Asst. Coach	Charles Hackett	2010/2011 <i>addendum</i>
Delcastle	Lacrosse, Asst. Coach, Volunteer	Corey Shepherd	2010/2011 <i>addendum</i>
Delcastle	Golf, Head Coach	Pete Salvatore	2010/2011 <i>addendum</i>
Howard	Baseball, Head Coach	Matt Carre	2010/2011 <i>addendum</i>
Howard	Baseball, Asst. Coach	Steve Spiese	2010/2011 <i>addendum</i>
Howard	Baseball, Asst. Coach	William Loper	2010/2011 <i>addendum</i>
Howard	Baseball, Asst. Coach, Volunteer	Matt Brennan	2010/2011 <i>addendum</i>
Howard	Baseball, Asst. Coach, Volunteer	Darius Cabbage	2010/2011 <i>addendum</i>
Howard	Baseball, Asst. Coach, Volunteer	Demetri Higgin	2010/2011 <i>addendum</i>
Howard	Softball, Head Coach	Randi Murray	2010/2011 <i>addendum</i>
Howard	Softball, Asst. Coach	Jack King	2010/2011 <i>addendum</i>
Howard	Spring Track, Head Coach	Gregory Jordan	2010/2011 <i>addendum</i>
Howard	Spring Track, Asst. Coach	Nick Palka	2010/2011 <i>addendum</i>
Howard	Spring Track, Asst. Coach	Curtis Clack	2010/2011 <i>addendum</i>
Howard	Spring Track, Asst. Coach	Ursula McCoy	2010/2011 <i>addendum</i>
Howard	Soccer, Head Coach	Eric Brouillette	2010/2011 <i>addendum</i>
Howard	Golf, Head Coach	Erik Vogel	2010/2011 <i>addendum</i>
Howard	Golf, Asst. Coach, Volunteer	Dan Ritter	2010/2011 <i>addendum</i>

**FAMILY MEDICAL LEAVE OF ABSENCES**

Delcastle	Social Studies Instructor	Naomi Penny	02/05/11
Hodgson	Environmental & Horticulture Technology Instructor	Justin Benz	02/15/11
Hodgson	Student Activities Coordinator	Lisa Jackson	03/21/11

LOCATION	POSITION	NAME	EFFECTIVE
<b><u>FAMILY MEDICAL LEAVE OF ABSENCES (continued)</u></b>			
Howard	Class B Maintenance	Humberto Simoes	01/21/11
St. Georges	School Nurse	Katherine King	05/12/11
District	HR Coordinator	Cheryl Quarles	03/23/11 <i>addendum</i>
<b><u>LEAVE OF ABSENCE</u></b>			
Howard	Instructional Paraeducator	Joanne Klinefelter	02/28/11 <i>addendum</i>
<b><u>RETURN FROM LEAVE OF ABSENCE</u></b>			
Delcastle	Mathematics Instructor	Leah Pusey	01/14/11
<b><u>RESIGNATION</u></b>			
Howard	English Instructor	Nicole LaMonaca	02/07/11
<b><u>RESIGNATION/DEPARTMENT CHAIRPERSON</u></b>			
Hodgson	Health & Physical Education Chair	Laura Leone	02/18/11
<b><u>RETIREMENTS/SERVICE</u></b>			
Delcastle	Plumbing Instructor	Peter Salvatore	07/01/11
Hodgson	Secretary	Patricia McIntyre	07/01/11
Hodgson	Social Studies Instructor	James Lacey	07/01/11
St. Georges	Secretary	Virginia Fagles	07/01/11

The motion was carried unanimously.

#### **Retirement Letter from Dr. Godowsky**

Mr. Lynch read a letter of Dr. Godowsky's intention to retire as of July 1, 2011. Mr. Lynch expressed his appreciation to Dr. Godowsky for his tremendous contribution and dedicated commitment to the school district and community. Dr. Godowsky said it has been a great privilege to have worked in the District for 28-years.

#### **GENERAL INFORMATION**

##### **Dates to Remember**

Mr. Lynch reminded the Board of the DSBA Board of Directors dinner and workshop on March 9. The speaker will be Dr. William Daggett, and he believes it would be an excellent informational meeting.

##### **DSBA Information**

There was a discussion regarding the Board representatives to the DSBA Legislative Committee. Mr. Stellini expressed his inability to continue as representative with his new duties and schedule. Mr. Lynch asked Ms. Santiago to now be the representative, making Mr. Stellini the alternate. Ms. Santiago expressed her scheduling conflicts, and Mr. Lynch assured her it would be worked out.

##### **ADJOURNMENT**

The motion was made by Mr. Strong and seconded by Ms. Santiago to adjourn at 8:43 p.m. The motion was carried unanimously.

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Steven H. Godowsky, Superintendent