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FOR IMMEDIATE RELEASE

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Superintendent Releases List of Immediate Action Items

Wilmington, DE – Christina Superintendent Lillian M. Lowery, Ed.D. has communicated a list of immediate action items to all staff members, intended to immediately freeze spending and curtail additional costs. The information was sent to staff in an email Monday afternoon. The list of immediate action items includes the following:

Recommendations for Immediate Action

- 1. Freeze all new spending**
No new spending will be approved until further notice.
- 2. Freeze all new hiring**
No new hiring will be approved until further notice, except in critical needs areas.
- 3. Freeze all travel expenditures**
No new travel expenditures will be approved until further notice. Pre-approved travel will be reviewed and non-essential travel will be cancelled.
- 4. Deactivate all credit cards**
All state-issued credit cards have been deactivated since Friday, April 28.
- 5. Immediately reduce Reported Time costs**
School leaders and administrators are asked to immediately begin reducing costs incurred through reported time, wherever possible. “Reported time” refers to employees who are paid on an hourly basis.
- 6. Immediately reduce Overtime costs**
School leaders and administrators are asked to immediately begin reducing costs incurred by overtime, wherever possible.
- 7. Immediately reduce costs of short-term substitutes**
School leaders and administrators are asked to immediately begin reducing short-term substitute costs, wherever possible.

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“Although some of these decisions will have a direct impact, I feel it is only prudent to take these immediate steps,” Lowery said. “In the next week, we will be working closely with the Department of Education to provide more detailed information and finalize numbers. We can then begin the process of putting an action plan together that will address our deficit.”

The Department of Education will provide a Peer Review Team this week to assist the District in reviewing more detailed information. This level of detail is necessary to finalize the preliminary data generated by the financial records review.

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