

**CAPITAL SCHOOL
DISTRICT**

198 Commerce Way
Dover, DE 19904
Dr. Victoir T. Cahoon
Superintendent of Schools



BOARD OF EDUCATION

Felecia R. Duggins, President
Sean P. M. Christiansen, Vice
President
Dr. Chanda Jackson
Dr. Anthony J. DePrima
Vickie L. Pendleton

PUBLIC ANNOUNCEMENT

The Capital School District Board of Education will convene for its regular monthly meeting on Wednesday, June 18, 2025. The board will convene live or virtual and members of the public may join virtually. This meeting can be located at <http://bit.ly/csdpublicmeeting>. The board will convene into open session at 5:30 p.m. and entertain a motion to move into Executive Session for the purpose of discussion on Personnel Matters and Legal Matters as set forth in Delaware Code §10004 Open Meetings, subsection (a) and subsection (b) items (4) and (9). The executive session shall take place through an in-person/virtual meeting. The Board will reconvene into public session through an in-person, live-stream meeting. This meeting is also accessible using <http://bit.ly/csdpublicmeeting>. There will be an opportunity to have public comments through the link available on the same web page, <http://bit.ly/csdpublicmeeting>. The agenda of the Executive Session and the agenda of the Open Session are attached.

//SIGNED//

Dr. Victoir T. Cahoon

Superintendent of Schools

Date: June 11, 2025

Capital School District can only guarantee accessibility accommodations if notified of the need seven (7) days before a scheduled meeting. Braille materials large print materials, Assistive listening devices, Sign Language Interpreter (ASL/cued/tactile).

AGENDA
CAPITAL SCHOOL DISTRICT
BOARD OF EDUCATION

Executive Session

Wednesday, June 18, 2025

In Person/Virtual Session

5:30 p.m.

- I. Legal Matters concerning pending and potential litigation**
 - a. Strategy session with regard to pending and potential litigation**

- II. Personnel – discussion of the names and qualifications to hold positions for individuals in the following classes:**
 - a. Certified**
 - b. Classified**
 - c. Administrative**

- III. Adjournment**

Capital School District
198 Commerce Way
Dover, DE 19904
Dr. Victoir T. Cahoon
Superintendent of Schools



Regular Board of Education Meeting
June 18, 2025
Agenda

In Person/Live Stream Meeting
Capital School District and Professional Development Center
198 Commerce Way
Dover, DE 19904

BOARD OF EDUCATION
Felecia R. Duggins, President
Sean P. M. Christiansen, Vice
President
Dr. Chanda Jackson
Dr. Anthony J. DePrima
Vickie L. Pendleton

A	Action
D	Discussion
I	Information

5:30 p.m. 1.0

Open Session

The Capital School District Board of Education will convene for its regular monthly meeting on Wednesday, June 18, 2025. The board will convene live or virtual and members of the public may join virtually. This meeting can be located at <http://bit.ly/csdpublicmeeting>. The board will convene into open session at 5:30 p.m. and entertain a motion to move into Executive Session for the purpose of discussion on Personnel Matters and Legal Matters as set forth in Delaware Code §10004 Open Meetings, subsection (a) and subsection (b) items (4) and (9). The executive session shall take place through an in-person/virtual meeting. The Board will reconvene into public session through an in-person, live-stream meeting. This meeting is also accessible using <http://bit.ly/csdpublicmeeting>. There will be an opportunity to have public comments through the link available on the same web page, <http://bit.ly/csdpublicmeeting>. The agenda of the Open Session is listed below.

1.01 **Roll Call – Establishment of a Quorum**

1.02 **Executive Session**

1.03 **Reconvene Open Session/Pledge of Allegiance**

1.04 **Recognitions**

- School Nurses
- BTW Staff Members – Principal LaWanda Burgoyne, Nurse Megan Holdridge, Teacher Cathy Belton – Received Advancing Healthy Lifestyles Healthy Schools Pioneer Award for 2025; Recipient of Mini Grant from AHL Healthy Schools
- Fairview Elementary School Leader in Me Lighthouse School
- Cohort One Grow Your Own Paras to Teachers Program Graduates
- William Henry Odyssey of the Mind Team

1.05 **Presentations**

- East Dover Elementary School
- Technology Department
- Summer Programming Plans
- Monthly Update on Grade Reconfiguration
- Presentation of Dover High School Data (graduation rate, scholarships, college/career plans, military enlistments, etc.)

- 1.06 **Superintendent Update**
- 1.07 **Board President – Member Updates**
- 1.08 **Meeting Recess – Honoring Service of Board Member Dr. Anthony J. DePrima**
- 1.09 **Public Comment**

Individuals desiring to address the board must read, complete and sign the Request Form. A link can be found at <http://bit.ly/csdpublicmeeting>. Public comment submitted through this link after 7:00 p.m. or after the beginning of the Open Session will not be read at the meeting. Those who sign up may speak for up to three minutes. Public comment time will not exceed fifteen (15) minutes. The board may extend public comment time at the conclusion of the regular agenda if the time at the beginning of the meeting exceeded fifteen (15) minutes and will not exceed fifteen (15) minutes after the conclusion of the regular agenda. If a group of people are speaking to address the same topic, the board may require a single spokesperson for the group.

2.0 **Consent Items** (A)

Note: All consent items may be adopted by a majority vote of the Board on a properly seconded motion. On a majority vote the Board may request that any item included in this section be moved to the action/discussion/information section during adoption of the agenda. If staff member presence or additional information be required on these items, the Superintendent should be notified prior to the meeting time.

2.01 **Personnel Matters (Resolution No. 25-120))**

Board of Education Approval is recommended for administrative, certified and classified personnel as listed, pending criminal reference checks and verification of certification as needed.

Administrative Personnel – June 18, 2025

Certified Personnel – June 18, 2025

I. APPOINTMENTS

A. New – Regular

1. Teacher – Music	25-26 SY	H/FV ECC
2. Teaches	25-26 SY	FV ECC
3. Teacher	25-26 SY	TP
4. Teachers	25-26 SY	CE
5. Teacher – Spec Ed	25-26 SY	MSE
6. Teachers	25-26 SY	KCCS
7. Teacher	25-26 SY	South

B. New – Temporary

- 1. NONE

C. Rehire – Regular

1. Teachers	25-26 SY	BTW
2. Teachers	25-26 SY	MSE
3. Teachers	25-26 SY	MSI
4. Teachers	25-26 SY	TP

D. Rehire – Temporary

- 1. NONE

E. E.P.E.R.

- | | | |
|--------------------------------------|-------------|---------------|
| 1. District Employees | | |
| a. Nurses | Summer 2025 | District Wide |
| b. 21 st Century Teachers | Summer 2025 | District Wide |
| c. Teachers | Summer 2025 | District Wide |
| 2. Non-District Employees | | |
| a. 21 st Century Teachers | Summer 2025 | District Wide |
- II. CHANGE IN ASSIGNMENT
Classification/Job Title/Condition of Employment
- A. Classification
- | | | |
|------------|----------|-------------|
| 1. Teacher | 25-26 SY | CE from MSI |
| 2. Teacher | 25-26 SY | MSI from WH |
- B. Job Title
1. NONE
- C. Condition of Employment
1. NONE
- III. LEAVES/RETURN FROM LEAVES
- A. We anticipate that employees will be placed on leave and return from leave up to the June 18, 2025 School Board Meeting.
- IV. RESIGNATIONS
- A. Resignations could occur up to the date of the June 18, 2025 School Board Meeting.
- V. PENSIONS
- A. Pensions could occur up to the date of the June 18, 2025 School Board Meeting.
- VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT
- A. Employees that are on a temporary contract may be on the June 18, 2025 School Board Report.
- VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE
- A. Employees whose contracts are not being renewed or who are being recommended for termination may be on the June 18, 2025 School Board Report.

Classified Personnel – June 18, 2025

- I. APPOINTMENTS
- A. New – Regular
1. NONE
- B. New – Temporary
1. NONE
- C. Rehire – Regular
1. NONE
- D. Rehire – Temporary

1. Extra Support Paraprofessional	25-26 SY	North
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E. E.P.E.R.

1. District Employees

a. 21 st Century Paraprofessionals	Summer 2025	District Wide
b. Constables	Summer 2025	District Wide
c. Paraprofessionals	Summer 2025	District Wide

2. Non-District Employees

a. 21 st Century Paraprofessionals	Summer 2025	District Wide
b. Paraprofessionals	Summer 2025	District Wide

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Financial Secretary –

Business Office to Human Resources Office May 19, 2025 DO

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES/RETURN FROM LEAVES

A. We anticipate that employees will be placed on leave and return from leave up to the June 18, 202 School Board Meeting.

IV. RESIGNATIONS

A. Resignations could occur up to the date of the June 18, 2025 School Board Meeting.

V. PENSIONS

A. Pensions could occur up to the date of the June 18, 2025 School Board Meeting.

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

A. Employees that are on a temporary contract may be on the June 18, 2025 School Board Report.

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

A. Employees whose contracts are not being renewed or who are being recommended for termination may be on the June 18, 2025 School Board Report.

2.02	School Choice (Resolution No. 25-121)	(A)
2.03	Financial Reports – May 31, 2025 (Resolution No. 25-122)	(A)
2.04	Minutes – Minutes of executive and public sessions of regular Board of Education meeting May 7, 2025 and special Board of Education meeting May 22, 2025 (Resolution No. 25-123)	(A)
2.05	Field Trips (Resolution No. 25-124)	(A)
2.06	Waiver for Building Use Rentals (Resolution No. 25-125)	(A)

3.0 Action/Discussion/Information Items (A/D/I)

- | | |
|---|-------|
| 3.01 Updates: Central Campus Renovations | (D/I) |
| 3.02 Hartly Roof Repairs Bids/Contract Approval (Resolution No. 25-126) | (A/D) |
| 3.03 Draft 2025-2026 Student Success Guide (Third Reading) (Resolution No. 25-106) | (A/D) |
| 3.04 School Discipline Improvement Program (SDIP) (Dover High School and Kent County Secondary ILC) William Henry Campus Letter (Third Reading) (Resolution No. 25-107) | (A/D) |
| 3.05 Delaware School Boards Association Membership (Resolution No. 25-127)) | (A/D) |
| 3.06 FY26 District Preliminary Budget (Resolution No. 25-128) | (A/D) |
| 3.07 Proposed Board of Education Meeting Schedule 2025-2026 (Second Reading) (Resolution No. 25-118) | (A/D) |

4.0 Adjournment

4.01 Adjournment

**Information for Board Meeting Agendas can be found at
www.boarddocs.com/de/csd/Board.nsf**