

**CAPITAL SCHOOL
DISTRICT**

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



BOARD OF EDUCATION

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

PUBLIC ANNOUNCEMENT

The Capital School District Board of Education will convene for its regular monthly meeting on Wednesday, February 19, 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

Interim Superintendent of Schools

Date: February 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, February 19, 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
Interim Superintendent of
Schools



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

A	Action
D	Discussion
I	Information

Regular Board of Education Meeting
February 19, 2025

In Person/Live Stream Meeting

*Capital School District Administrative and Professional Development Center
198 Commerce Way
Dover, DE 19904*

5:30 p.m. 1.0

Open Session

The Capital School District Board of Education will convene for its regular monthly meeting on Wednesday, February 19, 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 **Oath of Office/Swearing in of Vickie L. Pendleton**

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

1.03 **Executive Session**

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

1.05 **Ceremonial Oath of Office/Swearing in Ceremony for Vickie L. Pendleton**

1.06 **Recognitions**

- Capital staff members who participated in and successfully completed the LETRS Literacy training course.
- School counselors
- School bus drivers and aides

1.07 **Presentations**

- Dover Middle School Campus
- Transportation Department

1.08 **Interim Superintendent Update**

1.09 **Board President – Member Updates**

1.10 **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. 25-078)

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 – February 19, 2025

Certified Personnel – February 19, 2025

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1. School Psychologist – Hybrid

March 3, 2025

DO

2. Teacher – Spec Ed

March 10, 2025

MSE

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees

a. NONE

2. Non-District Employees

a. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. BCBA

March 3, 2025

DO from KCCS

2. Teacher – Spec Ed

February 3, 2025

MSI from KCCS

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 February 19, 2025 School Board Meeting.
- IV. RESIGNATIONS
 - A. Resignations could occur up to the date of the February 19, 2025 School Board Meeting.
- V. PENSIONS
 - A. Pensions could occur up to the date of the February 19, 2025 School Board Meeting.
- VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT
 - A. Employees that are on a temporary contract may be on the February 19, 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 February 19, 2025 School Board Report.

Classified Personnel – February 19, 2025

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

1. Paraprofessionals – PreK	March 3, 2025	EC
2. Extra Support Paras – Full Time	February 24, 2025	KCCS
3. Instructional Paras – Full Time	February 24, 2025	MSE/MSI
4. Extra Support Para – Full Time	February 24, 2025	DHS
5. Paraprofessionals	February 3, 2025	BTW
6. Child Nutrition General Workers	January 27, 2025	District Wide
7. Office Paraprofessional – PT	February 24, 2025	North
8. Instructional Para Restorative Ambassador	March 5, 2025	MSE
9. Title I Paraprofessional – PT	February 24, 2025	FV
 - C. Rehire – Regular
 - 1. NONE
 - D. Rehire – Temporary
 - 1. NONE
 - E. E.P.E.R.
 - 1. District Employees
 - a. Cafeteria Support

February 11, 2025	South
-------------------	-------
 - 2. Non-District Employees
 - a. Classroom Support

February 24, 2025	KCCS
-------------------	------
- II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

- | | | |
|--|------------------|-----------------|
| 1. Instruction Para FT from Title I Para PT | February 1, 2025 | South |
| 2. Instructional Para FT from Office Para PT | January 21, 2025 | BTW |
| 3. School Constable – FT from PT | January 27, 2025 | Hartly |
| 4. School Constable | January 27, 2025 | DMS from Hartly |
| 5. Instructional Paras Restorative Ambassadors | March 5, 2025 | MSE |

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 February 19, 2025 School Board Meeting.

IV. RESIGNATIONS

A. Resignations could occur up to the date of the February 19, 2025 School Board Meeting.

V. PENSIONS

A. Pensions could occur up to the date of the February 19, 2025 School Board Meeting.

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

A. Employees that are on a temporary contract may be on the February 19, 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 February 19, 2025 School Board Report.

- | | | |
|------|---|-----|
| 2.02 | School Choice (Resolution No. 25-079) | (A) |
| 2.03 | Financial Reports – January, 31, 2025 (Resolution No. 25-080) | (A) |
| 2.04 | Minutes – Minutes of executive and public sessions of regular Board of Education meeting January 15, 2025 and special Board of Education meetings January 22, 2025 and January 29, 2025 (Resolution No. 25-081) | (A) |
| 2.05 | Field Trips (Resolution No. 25-082) | (A) |
| 2.06 | Waiver for Building Use Rentals (Resolution No. 25-083) | (A) |

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

- | | | |
|------|---|-------|
| 3.01 | Updates: Central Campus Renovations and Change Orders (Resolution No. 25-084) | (A/D) |
| 3.02 | Presentation – ABHA Architects – William Henry Campus (Resolution No. 25-085) | (A/D) |
| 3.03 | Proposed 2025-2026 School Calendar (Second Reading) (Resolution No. 25-072) | (A/D) |
| 3.04 | FY 2025 Final Budget (Resolution No. 25-086) | (A/D) |
| 3.05 | National School Boards Association Conference April 4-6, 2025 (Resolution No. 25-087) | (A/D) |
| 3.06 | School Board Partners Conference July 11-13, 2025 (Resolution No. 25-088) | (A/D) |
| 3.07 | Approval of New Superintendent Profile for Advertisement (Resolution No. 25-075) | (A/D) |

4.0 Adjournment
4.01 Adjournment

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