

**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 a special board meeting on Wednesday, January 29, 2025, in the Capital School District Administrative and Professional Development Center, 198 Commerce Way, Dover, DE. 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 as set forth in Delaware Code §10004 Open Meetings, subsection (b) item (1). 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 at approximately 6:15 p.m. 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: January 22, 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, January 29, 2025
In Person/Virtual Session
5:30 p.m.

I. Personnel Matters

II. Adjournment

Capital School District
198 Commerce Way
Dover, DE 19904
Dr. Victoir T. Cahoon
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A	Action
D	Discussion
I	Information

Special Board of Education Meeting

January 29, 2025

In Person/Live Stream Meeting

Agenda

*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 a special board meeting on Wednesday, January 29, 2025, in the Capital School District Administrative and Professional Development Center, 198 Commerce Way, Dover, DE. 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 as set forth in Delaware Code §10004 Open Meetings, subsection (b) item (1). 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 at approximately 6:15 p.m. 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**
1.04 **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 **Action/Discussion/Information Items (A/D/I)**
2.01 Presentation - Superintendent Search Firm (D/I)
2.02 Approval of New Superintendent Profile for Advertisement (Resolution No. 25-075) (A/D)

- 2.03 Appointment – Board of Education Member (Resolution No. 25-074) (A/D)
- 3.0 Adjournment**
- 3.01 Adjournment

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