

**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
REVISED AGENDA ITEMS***

The Capital School District Board of Education will convene for its regular monthly meeting on Wednesday, January 15, 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 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 10, 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 15, 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. Administrative Contracts**

- IV. Adjournment**

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A	Action
D	Discussion
I	Information

Regular Board of Education Meeting

January 15, 2025

In Person/Live Stream Meeting

Revised Agenda Items *3.02 & 3.08

*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, January 15, 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 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.
- 6:15 p.m. 1.01 **Roll Call – Establishment of a Quorum**
1.02 **Executive Session**
1.03 **Reconvene Open Session/Pledge of Allegiance**
1.04 **Recognitions**
 - Hartly Elementary School -named a 2024 Recognition School for Closing the Achievement Gap
1.05 **Presentations**
 - Fairview Elementary School
 - Secondary Curriculum, Instruction and Assessment
1.06 **Interim Superintendent Update**
1.07 **Board President – Member Updates**
1.08 **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. 25-066)

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 – January 15, 2025

VI. Extension of Administrative Contracts

Certified Personnel – January 15, 2025

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1. Occupational Therapist	January 20, 2025	DO
2. Teacher – Kindergarten	January 13, 2025	FV
3. Teacher – Immersion	January 6, 2025	South
4. Teacher – Spec Ed	January 13, 2025	East
5. Spec Ed Coordinator	February 3, 2025	ECC

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees

a. 21 st Century Teachers	December 10, 2024	DMS
b. Committee Work & Book Study	December 2024 District Wide	

2. Non-District Employees

a. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Teacher – Driver's Ed from PE/Health	February 1, 2025	DHS
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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 January 15, 2025 School Board Meeting.

IV. RESIGNATIONS

A. Resignations could occur up to the date of the January 15, 2025 School Board Meeting.

V. PENSIONS

A. Pensions could occur up to the date of the January 15, 2025 School Board Meeting.

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

A. Employees that are on a temporary contract may be on the January 15, 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 January 15, 2025 School Board Report.

Classified Personnel – January 15, 2025

APPOINTMENTS

A. New – Regular

1. Senior Secretary	January 13, 2025	KCCS
2. Child Nutrition – Float Cook	January 6, 2025	WHC
3. Custodian – Night Shift	January 6, 2025	DMS
4. Desk Clerk	January 13, 2025	DHS
5. Transportation – Bus Driver	January 8, 2025	DO

B. New – Temporary

1. Paraprofessional	January 13, 2025	MSI
2. Child Nutrition General Workers	December 16, 2024	District Wide
3. Extra Support Paraprofessionals	January 6, 2025	KCCS

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees

a. 21 st Century Paras	December 2024	BTW
b. 21 st Century Paras	December 2024	East

2. Non-District Employees

a. 21 st Century Paras	December 2024	East
b. 21 st Century Paras	December 2024	DMS

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

- | | | |
|--|-------------------|------|
| 1. Para Full Time from Title I P/T | December 16, 2024 | FV |
| 2. Reading Para fr: Extra Support Para | January 27, 2025 | East |
| from KCCS | | |
| 3. Bus Aide 6 hours per day fr: 5.5 | December 29, 2024 | DO |

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

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|------|--|-----|
| 2.02 | School Choice (Resolution No. 25-067) | (A) |
| 2.03 | Financial Reports – November 30, 2024 (Resolution No. 25-059) | (A) |
| 2.04 | Financial Reports – December 31, 2024 (Resolution No. 25-068) | (A) |
| 2.05 | Minutes – Minutes of executive and public sessions of regular Board of Education meeting
December 4, 2024 (Resolution No. 25-069) | (A) |
| 2.06 | Field Trips (Resolution No. 25-070) | (A) |
| 2.07 | Waiver for Building Use Rentals (Resolution No. 25-071) | (A) |

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

- | | |
|---|---------|
| 3.01 Updates: Central Campus Renovations/William Henry Campus | (D/I) |
| *3.02 Revisions Policy #500-28 Title IX Policy (For Incidents Prior to 8.10.24) (Revised Title Only); Policy #500-29 Title IX Policy (For Incidents after 8.10.24) (Second Reading) (Resolution No. 25-055) | (A/D/I) |
| 3.03 Revisions Policy #600-10 Grading and Reporting of Student Progress (Second Reading) (Resolution No. 25-063) | (A/D/I) |
| 304 Proposed 2025-2026 School Calendar (First Reading) (Resolution No. 25-072) | (A/D/I) |

- 3.05 Proposal for Salary Increase for Kent County Secondary Intensive Learning Center Principal Position (Resolution No. 25-053) (A/D/I)
- 3.06 Approval of the proposed tiered salary scale adjustment for elementary school principals with over 500 students, effective July 1, 2025. (Resolution No. 25-064) (A/D/I)
- 3.07 Financial Position Report (Resolution No. 25-073)) (A/D/I)
- *3.08 Grade Reconfiguration Updates (D/I)

4.0 Adjournment

4.01 Adjournment

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