

**CAPITAL SCHOOL  
DISTRICT**

198 Commerce Way  
Dover, DE 19904  
Dr. Vilicia Cade  
Superintendent of Schools



**BOARD OF EDUCATION**

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

**PUBLIC ANNOUNCEMENT**

The Capital School District Board of Education will convene for its regular monthly meeting on Wednesday, September 14, 2022. The board will convene live or virtual and, due to COVID and space issues, 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 Student Matters, Personnel Matters and Legal Matters as set forth in Delaware Code §10004 Open Meetings, subsection (a) and subsection (b) items (4), (7) 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. at which time there will be a data presentation by Dr. Edward Small, Assistant Superintendent. At 7:00 p.m. the board meeting will continue in regular public session. 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. Vilicia Cade*

**Superintendent of Schools**

Date: September 7, 2022

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, September 14, 2022  
In Person/Virtual Session  
5:30 p.m.

**I. Student Disciplinary Matter**

**II. Legal Matters concerning pending and potential litigation**

**III. Personnel - discussion of the names and qualifications to hold positions for individuals in the following classes:**

- a. Certified**
- b. Classified**
- c. Administrative**

**V. Adjournment**

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|   |             |
|---|-------------|
| A | Action      |
| D | Discussion  |
| I | Information |

### **Regular Board of Education Meeting**

**September 14, 2022**

### **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, September 14, 2022. The board will convene live or virtual and, due to COVID and space issues, 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 Student Matters, Personnel Matters and Legal Matters as set forth in Delaware Code §10004 Open Meetings, subsection (a) and subsection (b) items (4), (7) 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. at which time there will be a data presentation by Dr. Edward Small, Assistant Superintendent. At 7:00 p.m. the board meeting will continue in regular public session. 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.

5:30 p.m. 1.01  
6:15 p.m. 1.02

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

#### **Executive Session**

6:15 p.m. 1.03

#### **Reconvene Open Session for a Data Presentation by Dr. Edward Small, Assistant Superintendent**

7:00 p.m. 1.04

#### **Open Session /Pledge of Allegiance**

1.05

#### **Superintendent Update**

1.06

#### **Board President – Member Updates**

1.07

#### **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. 23-027)

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 – September 14, 2022**

### **Certified Personnel – September 14, 2022**

#### I. APPOINTMENTS

##### A. New – Regular

|                                      |                    |           |
|--------------------------------------|--------------------|-----------|
| 1. Teacher – ELA                     | August 29, 2022    | DHS       |
| 2. Teacher – Art                     | August 29, 2022    | CMS       |
| 3. Teacher – Art                     | August 29, 2022    | FV/Hartly |
| 4. School Counselor                  | August 29, 2022    | WHMS      |
| 5. Teacher – Immersion               | August 29, 2022    | WHMS      |
| 6. Teacher – Math                    | August 29, 2022    | CMS       |
| 7. Teacher – Kindergarten            | September 19, 2022 | South     |
| 8. School Counselor                  | August 29, 2022    | BTW       |
| 9. Teacher – Grade 2                 | August 29, 2022    | North     |
| 10. Board Certified Behavior Analyst | August 29, 2022    | DO        |
| 11. Teacher – Social Studies         | September 1, 2022  | DHS       |
| 12. Teacher – Spec Ed                | August 29, 2022    | CMS       |

##### B. New – Temporary

|                                     |                    |               |
|-------------------------------------|--------------------|---------------|
| 1. School Psych – Hybrid            | August 29, 2022    | DHS           |
| 2. Licensed Clinical Social Workers | August 29, 2022    | District Wide |
| 3. Library                          | September 29, 2022 | East          |

##### C. Rehire – Regular

|                  |                 |      |
|------------------|-----------------|------|
| 1. Teacher – ELA | August 29, 2022 | WHMS |
|------------------|-----------------|------|

##### D. Rehire – Temporary

1. NONE

##### E. E.P.E.R.

##### 1. District Employees

|                             |             |                         |
|-----------------------------|-------------|-------------------------|
| a. Advisor – Class of 2026  | 22-23 SY    | DHS                     |
| b. Summer Hours             | Summer 2022 | District Wide – Spec Ed |
| c. Senator Success Program  | 22-23 SY    | DHS                     |
| d. Morning Supv. 20 min/day | 22-23 SY    | DHS                     |

##### 2. Non-District Employees

- a. NONE

#### II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

##### A. Classification

|                                    |                 |     |
|------------------------------------|-----------------|-----|
| 1. Band Director from Teacher KCCS | August 29, 2022 | CMS |
|------------------------------------|-----------------|-----|

2. Spec Ed Coordinator from Teacher August 29, 2022 KCCS from South
3. Instructional Coach from Teacher August 29, 2022 South from North
4. Spec Ed Coordinator from Teacher Sept. 12, 2022 WHMS 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 September 14, 2022 School Board Meeting.

IV. RESIGNATIONS

A. Resignations could occur up to the date of the September 14, 2022 School Board Meeting.

V. PENSIONS

A. Pensions could occur up to the date of the September 14, 2022 School Board Meeting.

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

A. Employees that are on a temporary contract may be on the September 14, 2022 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 September 14, 2022 School Board Report.

**Classified Personnel – September 14, 2022**

I. APPOINTMENTS

A. New – Regular

|                             |                   |        |
|-----------------------------|-------------------|--------|
| 1. Office Para – PT         | August 29, 2022   | WHMS   |
| 2. Transportation           | September 6, 2022 | DO     |
| 3. Constable                | September 6, 2022 | KCSILC |
| 4. Custodians – Night Shift | August 26, 2022   | DHS    |
| 5. Instructional Paras – FT | August 29, 2022   | KCCS   |
| 6. Instructional Para – FT  | August 29, 2022   | KCSILC |

B. New – Temporary

|                                |                   |               |
|--------------------------------|-------------------|---------------|
| 1. Office/Library Para – PT    | September 1, 2022 | Hartly        |
| 2. Para for Teletherapist – FT | August 29, 2022   | DO            |
| 3. Extra Support Paras – FT    | August 29, 2022   | KCCS          |
| 4. ILC Behavior Para – FT      | August 29, 2022   | CMS           |
| 5. ILC Para – FT               | August 29, 2022   | DHS           |
| 6. General Workers – PT        | August 29, 2022   | District Wide |
| 7. ISS Para – FT               | August 29, 2022   | DHS           |
| 8. Kindergarten Para – PT      | August 29, 2022   | TP            |

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. Extra Support Para – FT

September 1, 2022

CMS

2. Extra Support Para – FT

September 1, 2022

KCCS

E. E.P.E.R.

1. District Employees

a. SSP After School Paras

22-23 SY

DHS

b. Paraprofessionals

22-23 SY

KCCS

2. Non-District Employees

a. NONE

II. CHANGE IN ASSIGNMENT

Job Title/Classification/Condition of Employment

A. Library Para – Full Time from Part Time 22-23 SY

DHS

B. Night Supervisor from Night Shift 22-23 SY

DHS

III. LEAVES/RETURN FROM LEAVES

FMLA/Medical/Workers Comp

A. We anticipate that employees will be placed on leave and return from leave up to the September 14, 2022 School Board Meeting.

IV. RESIGNATIONS

A. Resignations could occur up to the date of the September 14, 2022 School Board Meeting.

V. PENSIONS

Disability/Service/Vested Pension

A. Pensions could occur up to the date of the September 14, 2022 School Board Meeting.

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

Employees that are on temporary status may be on the September 14, 2022 School Board Meeting.

- |       |                                                                                                                                                                                                       |       |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| 2.02  | School Choice (Resolution No. 23-028)                                                                                                                                                                 | (A)   |
| 2.03  | Financial Reports – August 31, 2022 (Resolution No. 23-029)                                                                                                                                           | (A)   |
| 2.04  | Minutes – Minutes of executive and public sessions of regular Board of Education meeting August 17, 2022 and minutes of special Board of Education meeting on August 8, 2022 (Resolution No. 23-030)) | (A)   |
| 2.05  | Field Trips (Resolution No. 23-031)                                                                                                                                                                   | (A)   |
| 2.06  | Student Disciplinary Matters (Resolution No. 23-032)                                                                                                                                                  | (A)   |
| <br>  |                                                                                                                                                                                                       |       |
| 3.0   | <b>Action/Discussion/Information Items (A/D/I)</b>                                                                                                                                                    |       |
| 3.01  | Updates – Construction of Dover Middle School Campus                                                                                                                                                  | (D/I) |
| 3.01A | Change Orders Dover Middle School Campus                                                                                                                                                              |       |

- |                                                                                     |       |
|-------------------------------------------------------------------------------------|-------|
| 3.02 Furniture – Dover Middle School Campus (Resolution No. 23-033)                 | (A/D) |
| 3.03 Central Middle School Renovation and Planning Approval (Resolution No. 23-034) | (A/D) |
| 3.04 2022-2023 Child Nutrition Budget and Handbook (Resolution No. 23-035)          | (A/D) |
| 3.05 Board of Education Budget (Resolution No. 23-036)                              | (A/D) |

**4.0 Adjournment**

- 4.01 Adjournment

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**Information for Board Meeting Agendas can be found at  
[www.boarddocs.com/de/csd/Board.nsf](http://www.boarddocs.com/de/csd/Board.nsf)**