

Capital School District
198 Commerce Way
Dover, DE 19904-3498



BOARD OF EDUCATION

Kay Dietz-Dietz-Sass, President
Phillip Martino, Jr., Vice-President
Dr. Raymond Paylor
Brian E. Lewis
Matthew J. Lindell

Wednesday, November 14, 2012
Administrative Office
MINUTES

(A)	ACTION
(D)	DISCUSSION
(I)	INFORMATION

Board Members Present:

Mrs. Dietz-Sass
Mr. Martino
Dr. Paylor
Mr. Lewis
Mr. Lindell

Also Present:

Dr. Michael D. Thomas, Superintendent
Members of the Media
Members of the Community

On a motion by Mr. Lewis, seconded by Mr. Lindell, and on a unanimous vote, the Board entered public session at 6:30 p.m. in the board meeting room.

1.01 On a motion by Mr. Lewis, seconded by Mr. Lindell, and on a unanimous vote, the Board entered closed session at 6:33 p.m. and moved to Room 105 of the administrative office for the purpose of discussing Personnel and Student Disciplinary Matter.

1.02 President Dietz-Sass adjourned closed session at 7:45 p.m. and reconvened to open session and called the meeting to order at 7:50 p.m.

1.03 Pledge of Allegiance

1.04 Roll Call – Establishment of a Quorum

All members are present.

1.05 Approval of Agenda

On a motion by Mr. Martino, seconded by Mr. Lewis, and on a unanimous vote, the agenda was approved as amended with consent item changes as follows: move 2.03 Financial Reports to Action Agenda No. 3.09; move Classified Personnel to Action Agenda No. 3.10; Administrative Contracts Action Agenda No. 3.11.

1.06 Public Comment (Limited to 2 minutes per speaker)

None

2.0 Consent Items

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.

On a motion by Mr. Martino, seconded by Mr. Lewis, and on a unanimous vote, the board approved Consent Items

2.01 Administrative Personnel and Certified Personnel, 2.02 School Choice, 2.04 Minutes and 2.05 Field Trips.

2.01 Personnel (Resolution No. 13-041)

ADMINISTRATIVE PERSONNEL

I. LEAVES

A. FMLA/Medical/Workers Comp

1.	Voshell	Courtney	Associate Principal	10/31/2012	DHS
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CERTIFIED PERSONNEL

Approval for Certified Personnel as listed, pending criminal reference checks.

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1.	Becton	Veronica	Special Education Teacher	10/29/2012	CMS
2.	Brophy	Erin	Special Education Teacher	11/19/2012	WHMS
3.	Carpenter	Jendaia	Special Education Teacher	11/19/2012	DHS
4.	Coleman	Clifton	Math Teacher	11/26/2012	DHS
5.	Fessak	Megan	Math Teacher	11/26/2012	DHS
6.	Goldsborough	Kelli	Special Education Teacher – Elementary	11/13/2012	KCCS
7.	Huff	Katelyn	Music (Therapist) Teacher	11/19/2012	KCCS
8.	Overmiller	Robert	HVAC Teacher – Grades 9-12	11/13/2012	DHS
9.	Ramseur	Selene	ILC Special Education Teacher	11/13/2012	CMS
10.	Rubin	Allison	ILC Special Education Teacher	11/19/2012	DHS
11.	Sampson	Anastasia	DAP Special Education Co-Teacher	11/13/2012	KCCS

C. Recall

1. NONE

D. Rehire – Regular

1. NONE

E. Rehire – Temporary

1. NONE

F. Return from Leave

1.	Baughman	Adam	Teacher	11/02/2012	BTW
2.	Griffin	Sheila	Teacher	09/17/2012	CMS

G. E.P.E.R.

1. Regular

a.	Biddle	Christine	Extra Time Program	2012-13	FV
b.	Bogetti	Shenna	Extra Time Program	2012-13	FV
c.	Cobb	Sara	Extra Time Program	2012-13	East
d.	Conner	Amanda	Extra Time Program	2012-13	TP
e.	Durham	Rosemary	Extra Time Program	2012-13	Hartly
f.	Frederick	Chelsea	Extra Time Program	2012-13	TP
g.	Frock	Kim	Extra Time Program	2012-13	North
h.	Kane	Katelyn	Extra Time Program	2012-13	North
i.	Knotts	Ashley	Extra Time Program	2012-13	North
j.	Mackiewicz	Lauren	Extra Time Program – Substitute	2012-13	East
k.	Phillips	Lisa	Extra Time Program	2012-13	Hartly
l.	Roach	Adrienne	Extra Time Program	2012-13	Hartly

m.	Schneider	Sarah	Math Support – 21 st Century Program	201-13	DHS
n.	Scripko	Robert	Extra Time Program	2012-13	East
o.	Walsh	Chrystal	Extra Time Program	2012-13	East
p.	White	Jessica	Extra Time Program	2012-13	TP
2.	20b				
a.	Horton	Jessica	Extra Time Program	2012-12	FV
3.	Volunteer				
a.	NONE				

II. CHANGE IN ASSIGNMENT

A. Classification

1. NONE

B. Job Title

1. NONE

C. Condition of Employment

1.	O'Brien	Kimberly	School Nurse (Part-time to Full-time)	11/13/2012	KCCS
2.	Willmore	Jamie	School Nurse (Part-time to Full-time)	11/13/2012	KCCS

III. LEAVES

B. FMLA/Medical/Workers Comp

1.	Baughman	Adam	Elementary Teacher	10/21/2012	BTW
2.	Daube	Ashley	Special Education Teacher	10/13/2012	KCCS
3.	Garcia	Jamie	Speech Language Pathologist	10/11/2012	DO
4.	Gibbons	Kimberly	Pre-Kindergarten Teacher	10/15/2012	East
5.	Gonzalez	Claudia	Spanish Teacher	11/12/2012	DHS
6.	Hoffstadt	Cindy	Special Education Teacher	Intermittent	KCCS
7.	Jacob	Devon	7 th Grade Social Studies – Teacher	09/24/2012	CMS
8.	McFann-Mora	Oribel	ESL Teacher	10/08/2012	DO

C. Personal

1. NONE

D. Military

1. NONE

E. Educational

1. NONE

F. Sabbatical

1. NONE

- G. Disability
1. NONE

- H. Extension of Leave
1. NONE

IV. DISABILITY PENSIONS – PREPARATION TIME

1. NONE

V. PENSIONS

- A. Disability
1. NONE

- B. Service Pension
- | | | | | | |
|----|---------|----------|--------------------------------|------------|--------|
| 1. | Bost | Lawrence | Elementary School
Counselor | 01/01/2013 | Hartly |
| 2. | Wallace | Bonnie | ELA Teacher | 11/20/2012 | DHS |

- C. Vested Pension
1. NONE

VI. RESIGNATIONS

- | | | | | | |
|----|----------|---------|----------------------|------------|---------------|
| 1. | Burke | Lisa | Social Studies | 12/14/2012 | DHS |
| 2. | Wheatley | Dorothy | School Nurse
(PT) | 11/09/2012 | KCCS/
WHMS |

VII. EXTENSION OF CONTRACT

1. NONE

VIII. TENURE

1. NONE

IX. EXPIRATION OF CONTRACT

1. NONE

X. NON-RENEWAL/TERMINATION

1. NONE

2.02 School Choice (Resolution No. 13-042)

School Choice Accept 2012-2013

Student ID	Grade	School of Choice	Action	In/Outside of District
260902	K	Booker T. Washington Elementary	Invite	In
181259	3	Hartly Elementary School	Invite	Outside
111101	3	North Dover Elementary School	Invite	In
192175	3	South Dover Elementary School	Invite	Outside
333473	10	Dover High School	Invite	Outside

School Choice Denied 2012-2013

Student ID	Grade	School of Choice	Action	In / Outside of District
272751	1	South Dover Elementary School	Denied	In
220394	2	South Dover Elementary School	Denied	In
144114	3	South Dover Elementary School	Denied	Outside

2.04 Minutes (Resolution No. 13-044)

Minutes of executive and public sessions of October 17, 2012 were approved.

2.05 Field Trip (Resolution No. 13-045)

The following field trips were approved:

Booker T. Washington Elementary School third graders/Alpha students to Washington, DC, May 16, 2013

Dover High School 21st Century grades 9-12 students to Philadelphia, PA, December 7, 2012

Central Middle School Senators in Action grades 7-8 to Queens, NY, December 1, 2012

Dover High School Agri-science students grades 9-12 to Kennett Square, PA, December 14, 2012

Dover High School Dance and VPAG students grades 9-12 to Norfolk, VA, March 6-10, 2013

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

3.01 Construction Change Orders (Resolution No. 13-046)

On a motion by Mr. Lewis, seconded by Mr. Martino, and on a unanimous vote, the board adopted Resolution No. 13-046 approving construction change orders – new Dover High School as follows:

Kinsley Manufacturing in the amount of \$203,007 for additional costs to fabricate and erect additions and changes per ASI #7.

Dixie Construction Co. in the amount of \$470,000 for add bus entrance road – accept Add Alternate #5 BPC work associated with Bus Entrance Road.

A-Del Construction in the amount of \$468,430 for add east bus entrance – accept Add Alternate #1 Bid Pac E.

3.02 Elementary Class Size Waiver – House Bill 758 (Resolution No. 13-047)

On a motion by Dr. Paylor, seconded by Mr. Martino, and on a vote of 3/2: Mr. Lindell – no; Dr. Paylor – yes; Mrs. Sass – yes; Mr. Martino – yes; Mr. Lewis – no, the board adopted Resolution No. 13-047 approving a waiver for class size for the following schools: East Dover Elementary School, Fairview Elementary School, Hartly Elementary School, North Dover Elementary School and Towne Point Elementary School.

3.03 Guaranteed Unit Count – Senate Bill 429 (Resolution No. 13-048)

On a motion by Mr. Martino, seconded by Dr. Paylor, and on a unanimous vote, the board adopted Resolution No. 13-048 approving waiver for Senate Bill 429 for Kent County Community School/DAP and Kent County Alternative Programs.

3.04 Policies Section 500 – Human Resources (Third Reading) (Resolution No. 13-039)

On a motion by Mr. Lewis, seconded by Mr. Lindell, and on a unanimous vote, the board adopted Resolution No. 13-039 approving Policies Section 500 – Human Resources with the contingency Policy #500-01 be revisited at a future workshop.

3.05 Policies Section 600 – Instruction (Third Reading) (Resolution No. 13-049)

On a motion by Mr. Lindell, seconded by Mr. Lewis, and on a unanimous vote, the board tabled Resolution No. 13-049 Policies Section 600 - Instruction.

3.06 Policies Section 700 – Students (Second Reading)

The Board was presented the second reading of Policies Section 700 – Students.

3.07 Revisions – Policy #100-11 Board Meetings (Third Reading) (Resolution No. 13-050)

Capital School District Board of Education minutes for November 14, 2012

On a motion by Mr. Martino, seconded by Dr. Paylor, and on a vote of 4/1: Mr. Lindell – yes; Dr. Paylor – yes; Mrs. Sass – yes; Mr. Martino – yes; Mr. Lewis – no, the board adopted Resolution No. 13-050 approving Revisions – Policy #100-11 Board Meetings.

3.08 Revisions Policy #600-06 Special Education Programs (Second Reading)

The board was presented the second reading of Revisions Policy #600-06 Special Education Programs.

3.09 Financial Reports – October 31, 2012 (Resolution No. 13-043)

On a motion by Mr. Lewis, seconded by Mr. Lindell, and on a unanimous vote, the board adopted Resolution No. 13-043 approving Financial Reports and the request to move \$2,000.00 from the Board of Education FY 13 Budget to Dover High School Journalism Account 048203.

3.10 Classified Personnel (Resolution No. 13-051)

On a motion by Mr. Martino, seconded by Mr. Lindell, and on a vote of 4/1: Mr. Lindell – yes; Dr. Paylor – yes; Mrs. Sass – recuse; Mr. Martino – yes; Mr. Lewis – yes, the board adopted Resolution No. 13-051 approving Classified Personnel, November 14, 2012.

CLASSIFIED PERSONNEL

Approval for Classified Personnel as listed, pending criminal reference checks.

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

- | | | | | | |
|-----|----------|----------|--|------------|--------------|
| 1. | Arnall | Karen | Paraprofessional – Kndg.
(PT/29 hours per week) | 11/02/2012 | FV |
| 2. | Bahel | Corbi | Paraprofessional – Kndg.
(PT/29 hours per week) | 11/07/2012 | TP |
| 3. | Bordley | Ebony | Kindergarten
Paraprofessional (PT/29
hours per week) | 11/19/2012 | FV |
| 4. | Dietz | Jonathon | Computer Technician | 11/26/2012 | DO |
| 5. | Fox | Deborah | Paraprofessional – Kndg.
(PT/29 hours per week) | 11/05/2012 | TP |
| 6. | Hopkins | Latisha | ISS Para (PT/29 hours
per week) | 11/13/2012 | WHMS |
| 7. | Leslie | Joanna | Pre-School
Paraprofessional (PT/29
hours per week) | 11/19/2012 | KCCS/
DAP |
| 8. | Robinson | Betty | 1:1 Support
Paraprofessional (PT/29
hours per week) | 11/13/2012 | KCCS/
DAP |
| 9. | Servon | Mary | Pre-School
Paraprofessional (PT/29
hours per week) | 11/19/2012 | KCCS/
DAP |
| 10. | Sewell | Marcille | Parent and Community
Engagement Coordinator
(PT/10 hours per week) | 11/05/2012 | DHS |
| 11. | Smash | Tikima | Pre-School
Paraprofessional (PT/29
hours per week) | 11/19/2012 | KCCS/
DAP |
| 12. | Sutton | Germaine | Pre-School | 11/19/2012 | KCCS |

- | | | | | | |
|-----|---------|--------|--|------------|--------------|
| | | | Paraprofessional (PT/29
hours per week) | | |
| 13. | Victory | Lauren | 1:1 Support
Paraprofessional (Full-
time) | 11/13/2012 | KCCS/
DAP |
| 14. | Wright | Jamar | Pre-School
Paraprofessional (PT/29
hours per week) | 11/19/2012 | KCCS/
DAP |
- C. Recall
1. NONE
- D. Rehire – Regular
1. NONE
- E. Rehire – Temporary
- | | | | | | |
|----|---------|--------|--|------------|--------------|
| 1. | Feldman | Mariya | 1:1 Support Para (PT/20
hours per week) | 09/14/2012 | KCCS/
CMS |
|----|---------|--------|--|------------|--------------|
- F. Return from Leave
- | | | | | | |
|----|-----------|---------|------------------|------------|-------|
| 1. | Brown | Ester | Child Nutrition | 11/06/2012 | CMS |
| 2. | Hinder | Paula | Paraprofessional | 10/22/2012 | BTW |
| 3. | Keels | Tina | Child Nutrition | 11/01/2012 | CMS |
| 4. | Levi | Daniele | Child Nutrition | 11/13/2012 | North |
| 5. | Sammons | Mark | Maintenance | 11/06/2012 | DO |
| 6. | Smallwood | Patty | Child Nutrition | 10/29/2012 | CMS |
- G. E.P.E.R.
1. Regular
 - q. NONE
 2. 20b
 - a. NONE
 3. Volunteer
 - a. NONE

II. CHANGE IN ASSIGNMENT

- A. Classification
1. NONE
- B. Job Title
- | | | | | | |
|----|-------|--------|------------------------------|------------|----|
| 1. | Hicks | Julius | Custodian to Mail
Courier | 11/26/2012 | DO |
|----|-------|--------|------------------------------|------------|----|
- C. Condition of Employment
1. NONE

III. LEAVES

- A. Maternity
1. NONE
- B. FMLA/Medical/Workers Comp

1.	Powell	Carmella	Custodian	10/08/2012	BTW
2.	Smallwood	Patty	Child Nutrition	10/24/2012	CMS

C. Personal

1. NONE

D. Military

1. NONE

E. Educational

1. NONE

F. Sabbatical

1. NONE

G. Disability

1. NONE

H. Extension of Leave

1. NONE

IV. DISABILITY PENSIONS – PREPARATION TIME

1. NONE

V. PENSIONS

A. Disability

1. NONE

B. Service Pension

1. NONE

C. Vested Pension

1. NONE

VI. RESIGNATIONS

1.	Brookshire	Ashley	Instructional Special Education Paraprofessional	11/09/12	KCCS
2.	Lipscomb	Charles	1:1 Support Paraprofessional	11/09/2012	KCCS
3.	Saunders	Donna	KCCS Paraprofessional	11/18/2012	KCCS

VII. EXTENSION OF CONTRACT

1. NONE

VIII. REDUCTION IN FORCE

1. NONE

IX. TERMINATION

1. NONE

3.11 Administrative Contracts

Administrative Contract #1 – Lurleen Bryant: Resolution No. 13-052 for contract renewal through June 30, 2015; motion by Dr. Paylor, second by Mr. Martino, and on a unanimous vote, resolution approved.

Administrative Contract #2 – Linda Daye: Resolution No. 13-053 for contract renewal through June 30, 2015; motion by Dr. Paylor, second by Mr. Martino, and on a unanimous vote, resolution adopted.

Administrative Contract #3 – Michelle Flanders: Resolution No. 13-054 for contract renewal through June 30, 2015; motion by Dr. Paylor, second by Mr. Martino, and on a unanimous vote, resolution adopted.

Administrative Contract #4 – Toriano Giddens: Resolution No. 13-055 for contract renewal through June 30, 2015; motion by Mr. Lewis, second by Mr. Lindell, and on a unanimous vote, resolution adopted.

Administrative Contract #5 – Darren Guido: Resolution No. 13-056 for additional year extension to current contract expiring June 30, 2014 which would extend contract through June 30, 2015; motion by Mr. Martino, second by Dr. Paylor, and on a vote of 2/3: Mr. Lindell – no; Dr. Paylor – yes; Mrs. Sass – no; Mr. Martino – yes; Mr. Lewis – no, resolution not adopted.

Administrative Contract #6 – Elliot Hardin: Resolution No. 13-057 for contract renewal through June 30, 2016; motion by Dr. Paylor, second by Mr. Martino, and on a unanimous vote, resolution adopted.

Administrative contract #7 – Marcia Harrison: Resolution No. 13-058 for contract renewal through June 30, 2014; motion by Dr. Paylor, second by Mr. Martino, and on a vote of 2/3: Mr. Lindell – no; Dr. Paylor – yes; Mrs. Sass – no; Mr. Martino – yes; Mr. Lewis – no, resolution not adopted.

Administrative contract #8 – Pamela Herrera: Resolution No. 13-059 for contract renewal through June 30, 2016; motion by Mr. Martino, second by Dr. Paylor, and on a unanimous vote, resolution adopted.

Administrative Contract #9 – Dr. Tina Huff: Resolution No. 13-060 for no action on contract; motion by Mr. Martino, second by Dr. Paylor, and on a vote of 3/2: Mr. Lindell – no; Dr. Paylor – yes; Mrs. Sass – yes; Mr. Martino – yes; Mr. Lewis – no, resolution adopted.

Administrative Contract #10 – Christopher Lehman: Resolution No. 13-061 for contract renewal through June 30, 2015; motion by Mr. Martino, second by Dr. Paylor, and on a unanimous vote, resolution adopted.

Administrative Contract #11 – Suzette Marine: Resolution No. 13-062 for contract renewal through June 30, 2015; motion by Dr. Paylor, second by Mr. Martino, and on a vote of 2/3: Mr. Lindell – no; Dr. Paylor – yes; Mrs. Sass – no; Mr. Martino – yes; Mr. Lewis – no, resolution not adopted. Motion by Mr. Lewis to amend Resolution for one year contract through June 30, 2014, second by Mr. Lindell, and on a vote of 3/2: Mr. Lindell – yes; Dr. Paylor – no; Mrs. Sass – yes; Mr. Martino – no; Mr. Lewis – yes, resolution adopted.

Administrative Contract #12 – Sandra Spangler: Resolution No. 13-063 for contract renewal through June 30, 2016; motion by Mr. Martino, second by Dr. Paylor, and on a unanimous vote, resolution adopted.

Administrative Contract #13 – Courtney Voshell: Resolution No. 13-064 for contract renewal through June 30, 2015; motion by Mr. Martino, second by Mr. Lindell, and on a unanimous vote, resolution adopted.

Administrative Contract #14 – Melissa Voshell: Resolution No. 13-065 for contract renewal through June 30, 2015; motion by Mr. Martino, second by Dr. Paylor, and on a unanimous vote, resolution adopted.

4.0 Other Discussion

4.01 Board Reports

Mr. Lindell attended the district's Super Science Night held at William Henry Middle School on November 8th which was a very nice event.

Mr. Martino extended wishes to everyone for a Happy Thanksgiving.

4.02 Board President/Member Update

Mrs. Sass congratulated Ms. Jennifer O'Keefe, Capital School District's Teacher of the Year, for her fine representation of the district.

4.03 Superintendent Update

None

5.01 Adjournment

On a motion by Mr. Lewis, seconded by Mr. Lindell, and on a unanimous vote, the meeting was adjourned at 10:05 pm.