

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



**CAPITAL**  
**SCHOOL DISTRICT**

## BOARD OF EDUCATION

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

**Wednesday, February 13, 2013**  
*Administrative Office*  
**MINUTES**

|     |                    |
|-----|--------------------|
| (A) | <b>ACTION</b>      |
| (D) | <b>DISCUSSION</b>  |
| (I) | <b>INFORMATION</b> |

### **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. Martino, seconded by Mr. Lewis, and on a unanimous vote, the Board entered public session for reasons set forth in the agenda at 6:30 p.m. in the board meeting room.

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

All members are present.

#### **1.02 Closed Session**

On a motion by Mr. Lewis, seconded by Mr. Martino, and on a unanimous vote, the Board entered closed session for reasons set forth in the agenda at 6:35 p.m. and moved to Room 105 of the administrative office for the purpose of discussing Personnel.

President Sass left the meeting at 6:45 p.m.

**1.03** Vice President Martino adjourned closed session at 7:55 p.m. and reconvened to open session at 8:00 p.m.

#### **1.04 Pledge of Allegiance**

#### **1.05 Presentations**

Certificates were presented to the following students who were selected for participation in All-State groups as follows:

Mira Prisco, 2013 Delaware All-State Junior Band  
Adam Heilman, 2013 Delaware All-State Senior Band  
Harlie Norquest, 2013 Delaware All-State Senior Band  
John Nixon, 2013 Delaware All-State Senior Band, All-State Jazz Ensemble  
Trevor Thomas, 2013 Delaware All-State Senior Band, All-State Orchestra  
Abigail Jawahar, 2013 Delaware All-State Orchestra  
Christian Adkins, 2013 Delaware All-State Jazz Ensemble  
Sheridan Bryan, 2013 Delaware All-State Junior Choir  
Kristen Adkins, 2013 Delaware All-State Junior Choir  
Alyssa Perez, 2013 Delaware All-State Junior Choir  
Nancy Sankoh, 2013 Delaware All-State Junior Choir  
Lamont Pierce, 2013 Delaware All-State Junior Choir  
Sarian Sankoh, 2013 Delaware All-State Women's Choir  
Anisa Adkins, 2013 Delaware All-State Women's Choir  
Olivia Giglio, 2013 Delaware All-State Senior Choir  
Courtney Lyons, 2013 Delaware All-State Senior Choir  
Cesar Kailani Martinez, 2013 Delaware All-State Senior Choir  
Joseph Slayton, 2013 Delaware All-State Senior Choir

#### **1.06 Public Comment (Limited to 3 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 Dr. Paylor, seconded by Mr. Lindell, and on a unanimous vote, the board approved Consent Items.

### 2.01 Personnel (Resolution No. 13-087)

#### CERTIFIED PERSONNEL

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

#### **I. APPOINTMENTS**

##### A. New – Regular

1. NONE

##### B. New – Temporary

- |    |       |       |                                                  |            |     |
|----|-------|-------|--------------------------------------------------|------------|-----|
| 1. | Jones | Dante | 9 <sup>th</sup> Grade Teacher<br>Interventionist | 03/01/2013 | DHS |
|----|-------|-------|--------------------------------------------------|------------|-----|

##### C. Recall

1. NONE

##### D. Rehire – Regular

1. NONE

##### E. Rehire – Temporary

1. NONE

##### F. Return from Leave

- |    |          |          |                    |            |          |
|----|----------|----------|--------------------|------------|----------|
| 1. | Forest   | Debra    | Elementary Teacher | 02/14/2013 | WHMS     |
| 2. | Garcia   | Jamie    | SLP                | 12/10/2012 | District |
| 3. | Giaccone | Liza     | School Nurse       | 01/02/2013 | DHS      |
| 4. | Gibbons  | Kimberly | Elementary Teacher | 12/21/2012 | East     |
| 5. | Knight   | Beth     | Elementary Teacher | 01/21/2013 | WHMS     |

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

1. District Employees

- a. NONE

2. Non-District Employees

- |    |       |         |                                    |                     |     |
|----|-------|---------|------------------------------------|---------------------|-----|
| a. | Hite  | Kristen | Head Varsity Girls<br>Lacrosse     | 2012-13<br>(Spring) | DHS |
| b. | Jones | Dante   | Head Varsity Football<br>Coach     | 2013-14 (Fall)      | DHS |
| c. | Payne | Khalice | Extra Time After-School<br>Program | 2012-13             | BTW |

3. Volunteer

- a. NONE

#### **I. CHANGE IN ASSIGNMENT**

##### A. Classification

1. NONE

##### B. Job Title

- |    |         |        |                                                            |            |          |
|----|---------|--------|------------------------------------------------------------|------------|----------|
| 1. | Bennett | Robert | Special Education<br>Teacher to Special<br>Education Cadre | 03/01/2013 | District |
|----|---------|--------|------------------------------------------------------------|------------|----------|

|    |          |     |                                               |            |          |
|----|----------|-----|-----------------------------------------------|------------|----------|
| 2. | Hutchins | Ken | Physical Science (DHS)<br>to RTTT Coordinator | 02/15/2013 | District |
|----|----------|-----|-----------------------------------------------|------------|----------|

C. Condition of Employment

1. NONE

**II. LEAVES**

A. FMLA/Medical/Workers Comp

|    |        |       |                    |            |      |
|----|--------|-------|--------------------|------------|------|
| 1. | Forest | Debra | Elementary Teacher | 01/17/2013 | WHMS |
|----|--------|-------|--------------------|------------|------|

B. Personal

1. NONE

C. Military

1. NONE

D. Educational

1. NONE

E. Sabbatical

1. NONE

F. Disability

1. NONE

G. Extension of Leave

1. NONE

**III. DISABILITY PENSIONS – PREPARATION TIME**

1. NONE

**IV. PENSIONS**

A. Disability

|    |                   |       |                                      |            |     |
|----|-------------------|-------|--------------------------------------|------------|-----|
| 1. | Caputo-<br>Huenke | Karen | Science/Special<br>Education Teacher | 02/10/2013 | DHS |
|----|-------------------|-------|--------------------------------------|------------|-----|

B. Service Pension

1. NONE

C. Vested Pension

1. NONE

**V. RESIGNATIONS**

|    |                    |          |                                            |            |                   |
|----|--------------------|----------|--------------------------------------------|------------|-------------------|
| 1. | Handler            | Phyllis  | Director of the Delaware<br>Teacher Center | 05/01/2013 | Teacher<br>Center |
| 2. | Kemmerle           | Charlene | Chemistry Teacher                          | 02/22/2013 | DHS               |
| 3. | Libonati           | Brian    | Occupational Therapist                     | 01/18/2013 | KCCC              |
| 4. | Lukowsky-<br>Longo | Andrea   | Physical Science Teacher                   | 02/11/2013 | KCAP              |

**VI. EXTENSION OF CONTRACT**

1. NONE

**VII. TENURE**

1. NONE

**VIII. EXPIRATION OF CONTRACT**

1. NONE

**IX. NON-RENEWAL/TERMINATION**

1. NONE

**CLASSIFIED PERSONNEL**

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

**I. APPOINTMENTS**

## A. New – Regular

- |    |          |         |           |            |       |
|----|----------|---------|-----------|------------|-------|
| 1. | Coleman  | Terren  | Custodian | 02/25/2013 | North |
| 2. | Masanque | Alfredo | Custodian | 02/25/2013 | North |

## B. New – Temporary

- |    |          |         |                                                      |            |      |
|----|----------|---------|------------------------------------------------------|------------|------|
| 1. | Hunt     | Wendy   | Attendance<br>Paraprofessional (PT/29<br>hours/week) | 02/19/2013 | DHS  |
| 2. | Sullivan | Quinton | Support Paraprofessional<br>1:1 (PT/29 hours/week)   | 03/01/2013 | CMS  |
| 3. | Young    | Traunna | Kindg. Paraprofessional<br>(PT/29 hours/week)        | 02/11/2013 | East |

## C. Recall

1. NONE

## D. Rehire – Regular

1. NONE

## E. Rehire – Temporary

1. NONE

## F. Return from Leave

- |    |         |          |                 |            |      |
|----|---------|----------|-----------------|------------|------|
| 1. | Stevens | Rochelle | Child Nutrition | 01/22/2013 | WHMS |
|----|---------|----------|-----------------|------------|------|

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

1. District Employees

- b. NONE

2. Non-District Employees

- a. NONE

3. Volunteer

- a. NONE

**II. CHANGE IN ASSIGNMENT**

## A. Classification

1. NONE

- B. Job Title  
1. NONE

- C. Condition of Employment  
1. NONE

### **III. LEAVES**

- A. Maternity  
1. NONE

- B. FMLA/Medical/Workers Comp
- |    |         |         |                 |            |      |
|----|---------|---------|-----------------|------------|------|
| 1. | Ridgway | William | Custodian       | 01/28/2013 | WHMS |
| 2. | Rolley  | Cynthia | Child Nutrition | 01/09/2013 | BTW  |
| 3. | Slack   | Lois    | Transportation  | 12/13/2012 | 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. NONE

- C. Vested Pension  
1. NONE

### **VI. RESIGNATIONS**

- |    |         |           |                                  |            |      |
|----|---------|-----------|----------------------------------|------------|------|
| 1. | Garcia  | Ferina    | General Worker – Child Nutrition | 02/08/2013 | TP   |
| 2. | Hampton | Mary Ann  | General Worker – Child Nutrition | 02/01/2013 | WHMS |
| 3. | King    | Stephanie | Support Paraprofessional         | 11/09/2012 | KCAP |

**VII. EXTENSION OF CONTRACT**

1. NONE

**VIII. REDUCTION IN FORCE**

1. NONE

**IX. TERMINATION**

1. NONE

**2.02 School Choice (Resolution No. 13-088)**

***School Choice Accept 2012-2013 Remainder of School Year (Change of Address)***

| Student ID | Grade | School of Choice                | Action | In/Outside of District |
|------------|-------|---------------------------------|--------|------------------------|
| 128448     | 3     | Booker T. Washington Elementary | Invite | In                     |

***School Choice Accept 2013-2014***

| Student ID | Grade | School of Choice       | Action | In/Outside of District |
|------------|-------|------------------------|--------|------------------------|
| 332717     | K     | East Dover Elementary  | Invite | In                     |
| 348193     | K     | East Dover Elementary  | Invite | Outside                |
| 332723     | K     | East Dover Elementary  | Invite | Outside                |
| 293806     | K     | East Dover Elementary  | Invite | Outside                |
| 640291     | 2     | Fairview Elementary    | Invite | Outside                |
| 402846     | K     | South Dover Elementary | Invite | Outside                |

***School Choice Wait 2013-2014***

| Student ID | Grade | School of Choice           | Action  | In/Outside of District |
|------------|-------|----------------------------|---------|------------------------|
| 966007     | K     | Fairview Elementary School | Waiting | In                     |
| 992658     | 1     | Fairview Elementary School | Waiting | In                     |

***School Choice Denied 2013-2014***

| Student ID | Grade | School of Choice       | Action | In/Outside of District |
|------------|-------|------------------------|--------|------------------------|
| 246548     | 2     | South Dover Elementary | Denied | In                     |
| 160398     | 4     | South Dover Elementary | Denied | In                     |

**2.03 Financial Reports – January 31, 2013 (Resolution No. 13-089)**

Financial reports for January 31, 2013 were approved.

**2.04 Minutes (Resolution No. 13-090)**

Minutes of executive and open sessions of January 16, 2013 meeting were approved.

**2.05 Field Trip (Resolution No. 13-091)**

The following field trips were approved:

North Dover Select Chorus of 3<sup>rd</sup> and 4<sup>th</sup> graders to Blake High School, Silver Spring MD, May 11, 2013

Dover High School Senior Class of 2013 to Hershey, PA, May 31-June 1, 2013

Dover High School 21<sup>st</sup> Century Program grades 9-12 to Philadelphia, PA, February 26, 2013

Dover High School Communities in Schools program to Morgan State University, Baltimore, MD, April 13, 2013

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

**3.01 School Calendar 2013-2014 (Resolution No. 13-092)**

On a motion by Dr. Paylor, seconded by Mr. Lindell, and on a unanimous vote, the board adopted Resolution No. 13-092 approving the School Calendar 2013-2014.

### **3.02 Family & Community Engagement Programs**

Mrs. Dianne Boggle provided the board an overview of the extensive array of programs and initiatives for parent and community engagement.

### **3.03 New Course Addition – Dover High School (Resolution No. 13-093)**

On a motion by Mr. Lewis, seconded by Dr. Paylor, and on a vote of 3/1: Mr. Lindell – no; Dr. Paylor – yes; Mr. Martino – yes; Mr. Lewis – yes, the board adopted Resolution No. 13-093 approving the addition of new course – Personal Finance at Dover High School.

### **3.04 Selection Process for Construction Manager and Architectural Services**

Mr. Sokolowski reviewed the selection process employed by the district for construction manager and architectural services.

### **3.05 Policy No. 300-14 Citizens Budget Oversight Committee (Resolution No. 13-085)**

On a motion by Dr. Paylor, seconded by Mr. Lindell, and on a unanimous vote, the board adopted Resolution No. 13-085 approving Policy No. 300-14 Citizens Budget Oversight Committee with addition of following statement to the policy: No voting member currently serving on the committee will participate in the selection committee.

### **3.06 Policy No. 600-11 Section 504 (First Reading)**

The board was presented first reading of Policy No. 600-11 Section 504.

President Sass returned at 9:10 p.m.

### **3.07 Resolution – Kent County Levy Court (Resolution No. 13-094)**

On a motion by Mr. Lindell, seconded by Mr. Martino, and on a unanimous vote, the board tabled Resolution No. 13-094.

## **4.0 Other Discussion**

### **4.01 Board Reports**

Mr. Lindell congratulated the Dover High School boys' indoor track and field team for finishing 2<sup>nd</sup> place at the winter indoor meet. Mr. Lindell attended the DSBA legislative committee meeting and reported that 1. A joint education hearing on safe and secure schools is scheduled; 2. It is intended to add funding for professional development for schools to enhance issues with mental health; 3. There is a bill being proposed SB 233 in which all schools will have emergency plans in place; 4. There is a law proposed by the Office of the Attorney General that would require school districts to schedule a professional development day when elections are being held in the schools.

Dr. Paylor attended the NSBA leadership conference in Washington, DC, which hosted a panel to talk about school safety. Two people from Connecticut school boards participated and talked about the Sandy Hook Elementary School incident. This same panel presented a discussion of issues involving a natural disaster such as Hurricane Katrina and Super Storm Sandy and consequences to school districts if tax bases were lost due to destroyed property.

### **4.02 Board President/Member Update**

Mrs. Sass attended a meeting hosted by Attorney General Beau Biden concerning safe schools. Mrs. Sass stated she is quite proud of the relationship between Capital School District and the Dover Police Department which includes School Resource Officers at Central Middle School and Dover High School.

### **4.03 Superintendent Update**

None

## **5.01 Adjournment**

On a motion by Mr. Martino, seconded by Dr. Paylor, and on a unanimous vote, the meeting was adjourned at 9:30 p.m.