

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



Wednesday, October 18, 2017
Administrative Office
MINUTES

BOARD OF EDUCATION

Sean P. M. Christiansen, President
John C. Martin, Jr., Vice President
Ralph L. Taylor, Jr.
Dr. Chanda Jackson-Short
Joan L. Engel

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

Board Members Present:

Mr. Christiansen
Mr. Martin - Absent
Mr. Taylor
Dr. Jackson-Short
Mrs. Engel – Absent at Roll Call but arrived at 5:42 p.m.

Also Present:

Dr. Daniel C. Shelton, Superintendent
Members of the Media

1.01 Roll Call – Establishment of Quorum

On a motion by Mr. Taylor, seconded by Dr. Jackson-Short, and on a unanimous vote, the Board entered public session for reasons set forth in the agenda at 5:35 p.m. in the board meeting room. Roll call was conducted. Mr. Martin and Mrs. Engel were absent. Mrs. Engel arrived at 5:42 p.m.

1.02 Executive Session

On a motion by Mr. Taylor, seconded by Dr. Jackson-Short, and on a unanimous vote, the Board entered closed session for reasons set forth in the agenda at 5:37 p.m. and moved to Room 105 of the administrative office for the purpose of discussing Student Discipline Matters, Legal Matter and Personnel Matters.

1.03 Reconvene Open Session/Pledge of Allegiance

The Board reconvened into public session at 7:00 p.m.

Colors and flags were presented followed by the Pledge of Allegiance, led by Mr. Ralph Taylor.

1.04 School, Student and Staff Recognition

Capital School District recognized:

- Dover High School's AP Scholars for their achievement on the 2017 Advanced Placement Exams. Students recognized were: Chase Emerson, Ciana Fe Gadut, Maya Guthrie, Andiana Kwok, Emily Mabus, Will Niebrzydowski, Estrella Perez, Brittney Rosello, Kristen Bell, Justin Clayville, Paul Townshend, Cassandra Cordie, Grace Gast, Soohan Kim, Mitchell Remondi, Katina Thongvong, and Rebecca Jawahar.

Students from Kent County Secondary ILC, with the assistance of Mr. Buczynski, Principal, produced a video entitled "Portrait of a Senator" for Super Senator Day. This video was shown at the Board of Education meeting on October 18, 2017, and students were recognized for their participation.

1.05 School Updates

Mr. Dennis Hallock presented school updates for Kent County Community School, Dover High School, Central Middle School, Kent County Secondary ILC, Towne Point Elementary, Booker T. Washington Elementary, East Dover Elementary and Fairview Elementary.

1.06 Board President/Member Updates

Mrs. Engel:

- Had a spectacular time at Super Senator Day.
- Attended the Teacher of the Year Banquet.
- Spent some time at East Dover Elementary.

Dr. Jackson-Short:

- Participated in "See you at the Pole" at Central Middle School.

- Attended Super Senator Day, performances were great, showed diversity in the district.
- Thanked Dr. Denman and Mr. Montano for participating in the community engagement event on Saturday hosted by NCALL.

Mr. Taylor:

- Requested continued prayers for a Polytech family.
- Attended Super Senator Day, great event.
- Attended the Mayor's Prayer Breakfast. At this event, the Dover High School Select Ensemble performed and did an excellent job.
- Attended the Teacher of the Year Banquet.

Mr. Christiansen:

- Shared that Matt Lindell, former member of the Board of Education, was involved in an auto accident and requested prayers for him and his family.
- Attended Super Senator Day.
- Attended many sports events throughout the district including a volleyball game.
- There is a lot going in the district – through his visits, he has seen well behaved students, and very clean buildings.

1.07 Superintendent Update

Dr. Shelton

- Shared a video of Super Senator Day.

1.08 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 Mr. Taylor, seconded by Mrs. Engel, and on a unanimous vote, consent items were approved.

2.01 Personnel (Resolution No. 18-029)

CERTIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1. Baker	Camethia	Social Worker	October 2017	East
2. LaPenta-Pitts	Maia	Art Teacher	October 2017	WHMS
3. Lowe	Stacey	Math/Spec. Ed Teacher	October 2017	CMS
4. Smith	Shyra	Elementary Teacher	October 16, 2017	BTW
5. Smith	Katharine	ILC Teacher	October 20, 2017	East
6. Tilley	Christina	Elementary Teacher	September 2017	TP

C. Recall

1. NONE

D. Rehire – Regular

1. NONE

E. Rehire – Temporary

1. NONE

F. Return from Leave

- | | | | | |
|-----------------|----------|---------|---------|--------|
| 1. Davilla | Bridget | Teacher | 10/3/17 | Hartly |
| 2. Frazier | Geoffrey | Teacher | 9/25/17 | DHS |
| 3. Reed | Rachel | Teacher | 9/18/17 | FV |
| 4. Young-Whitby | Latynia | Teacher | 9/28/17 | DHS |

G. E.P.E.R.

1. District Employees

- | | | | | |
|-------------|-----------|---------------------------------------|-----------|------|
| a. Chick | Emily | Math League Coach | 2017-2018 | DHS |
| b. Ivery | Marimba | 21 st Century Teacher (PT) | 2017-2018 | WHMS |
| c. Moultry | Elkhannia | 21 st Century Teacher (PT) | 2017-2018 | WHM |
| d. Poplos | Charles | Asst. Coach Football | Fall 2017 | DHS |
| e. Robinson | Ryan | 21 st Century Teacher (PT) | 2017-2018 | WHMS |
| f. Tolbert | Loretta | 21 st Century Teacher (PT) | 2017-2018 | WHMS |

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. Reynolds | Austin | Special Education Teacher
(Transfer from East) | October 2017 | WHMS |
|-------------|--------|---|--------------|------|

III. LEAVES

A. FMLA/STD/Workers Comp

- | | | | | |
|-------------------|---------|---------|---------|------|
| 1. Gibbons | Kim | Teacher | 9/21/17 | East |
| 2. Pitti-Santiago | Mariana | Teacher | 9/8/17 | DHS |

B. Personal

- | | | | | |
|--------------|----------|---------|---------|------|
| 1. Georgules | Christen | Teacher | 11/3/17 | WHMS |
|--------------|----------|---------|---------|------|

C. Military

1. NONE

D. Educational

1. NONE

E. Sabbatical

1. NONE

F. Extension of Leave

1. NONE

IV. PENSIONS

A. Disability

1. NONE

B. Service Pension

1. NONE

C. Vested Pension

1. NONE

V. RESIGNATIONS

- | | | | | |
|-------------|-------|------------------|----------|-----|
| 1. Fletcher | Keith | CTE/HVAC Teacher | 10/27/17 | DHS |
| 2. McColley | Karen | Math Teacher | 9/25/17 | CMS |

VI. EXTENSION OF CONTRACT

1. NONE

VII. TENURE

- | | | | | |
|-----------------|-------------|-----------|---------|--------|
| 1. Begor | Sandra | Teacher | 8/24/17 | South |
| 2. Bosco | Tamara | Teacher | 8/24/17 | Hartly |
| 3. Bristol | Cindy | Teacher | 8/24/17 | CMS |
| 4. Buttillo | Jeff | Teacher | 8/24/17 | KCSILC |
| 5. Cecil | Robert | Teacher | 8/24/17 | DHS |
| 6. David | Angela | Teacher | 8/24/17 | East |
| 7. Dawkins | Danielle | Teacher | 8/24/17 | KCCS |
| 8. Delgado | Lawrence | Teacher | 1/15/17 | KCSILC |
| 9. Downs | Donald | Teacher | 8/24/17 | DHS |
| 10. Garry | Christopher | Teacher | 8/24/17 | DHS |
| 11. Hearne | Tynisha | Teacher | 8/24/17 | North |
| 12. Houlihan | Patrick | Teacher | 8/24/17 | TP |
| 13. Knox | Jacqueline | Teacher | 8/24/17 | South |
| 14. Lail | Jennifer | Counselor | 8/24/17 | East |
| 15. Lawrence | Jennifer | SLP | 8/24/17 | DO |
| 16. Leloux | Samantha | Teacher | 8/24/17 | KCCS |
| 17. Lindsay | Christopher | Teacher | 8/24/17 | CMS |
| 18. Miller | Heidi | Teacher | 8/24/17 | East |
| 19. Moore | Dwain | Teacher | 8/24/17 | CMS |
| 20. O'Reilly | Julie | Teacher | 8/24/17 | East |
| 21. Parker | Megan | Teacher | 8/24/17 | KCCS |
| 22. Pennypacker | Corey | Teacher | 8/24/17 | DHS |
| 23. Petrucci | Daniel | Teacher | 8/24/17 | KCCS |
| 24. Seligson | Gail | ED | 8/24/17 | CMS |
| 25. Simmons | Kimberly | Teacher | 8/24/17 | East |
| 26. Spadafino | Kasey | Teacher | 8/24/17 | DHS |
| 27. Srtaup | Heather | Teacher | 8/24/17 | KCSILC |
| 28. Stoffa | Megan | Teacher | 8/24/17 | WHMS |
| 29. Stump | Trina | Teacher | 8/24/17 | DHS |
| 30. Tecson | Leanne | Teacher | 8/24/17 | DHS |
| 31. Victory | Lauren | Teacher | 8/24/17 | KCCS |
| 32. Wilson | Hannah | Teacher | 8/24/17 | North |

VIII. EXPIRATION OF CONTRACT (Temporary Contracts)

1. NONE

IX. NON-RENEWAL/TERMINATION

1. NONE

X. NOTICE OF INTENT TO TERMINATE

1. NONE

CLASSIFIED PERSONNEL

Approval for Classified Personnel as listed, pending criminal reference checks

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

- | | | | | |
|---------------|---------|------------------------------------|------------------|--------|
| 1. Brown | Nicole | Extra Support Para
(PT/29 hrs.) | October 2017 | FV |
| 2. Canfield | Jocelyn | Instr. Para – ILC (FT) | October 23, 2017 | East |
| 3. Chavis | Isaiah | Instructional Para | October 2017 | CMS |
| 4. Chandler | Avery | Instructional Para
(PT/29 hrs.) | October 2017 | KCSILC |
| 5. Hillard | Shaina | Extra Support Para
(PT/29 hrs.) | November 2017 | East |
| 6. Morsberger | Michael | Extra Support Para
(FT) | October 2017 | KCCS |
| 7. Stevens | Barbara | Extra Support Para
(PT/29 hrs.) | October 23, 2017 | East |
| 8. Tunnel | Camryn | Extra Support Para
(PT/29 hrs.) | October 2017 | TP |
| 9. Voshell | Michael | Extra Support Para
(PT/29 hrs.) | October 2017 | KCCS |

C. Recall

1. NONE

D. Rehire – Regular

1. NONE

E. Rehire – Temporary

- | | | | | |
|------------|-------|--------------------------------|-----------------|------|
| 1. Cooke | Harry | Classroom Aide
(PT/20 hrs.) | October 9, 2017 | KCCS |
| 2. Hallock | Derek | Classroom Aide
(PT/20 hrs.) | October 9, 2017 | KCCS |

F. Return from Leave

- | | | | | |
|----------|------|-----------|------------------|------|
| 1. Lewis | Gary | Custodian | October 21, 2017 | KCCS |
|----------|------|-----------|------------------|------|

G. E.P.E.R.

- | | | | | |
|-----------------------|---------|---|-----------|------|
| 1. District Employees | | | | |
| a. Brown | Michael | 21 st Century Para
(PT/29 hrs.) | 2017-2018 | WHMS |
| b. Bullock | Jasmine | 21 st Century Para
(PT/29 hrs.) | 2017-2018 | WHMS |

	c.	Schwartz	Katie	21 st Century Para (PT/1 hr. /wk.)	2017-2018	CMS
1.	Non-District Employees					
	a.	Dallas	Eleni	21 st Century Para (PT/29 hrs.)	2017-2018	DHS
	b.	Eason	Alade	21 st Century Coord. (PT/29 hrs.)	2017-2018	East
	c.	Furber	Katrina	Asst. Coach Field Hockey	Fall 2017	CMS
	d.	Geyer	Zeph	21 st Century Para (PT/29 hrs.)	2017-2018	CMS
	e.	Persaud	Crystal	21 st Century Para (PT/29 hrs.)	2017-2018	WHMS
	f.	Robinson	Breanna	Head Coach Cheerleading	Fall 2017	DHS
	g.	Stewart	Hopeton	21 st Century Para (PT/29 hrs.)	2017-2018	CMS

II. CHANGE IN ASSIGNMENT

A. Classification

1.	Chandler	Avery	Instructional Para (PT to FT)	2017-2018	KCSILC
2.	Chavis	Isaiah	Instructional Para (PT to FT)	2017-2018	CMS
3.	Simmons	Owen	Extra Support Para (PT to FT)	2017-2018	KCCS

B. Job Title

- NONE

C. Condition of Employment

- NONE

III. LEAVES

A. FMLA/Medical/Workers Comp

1.	Donatui-Harris	Yariza	Clerk	10/2/17	DHS
2.	Hastings	Sarah	Paraprofessional	9/21/17	KCCS
3.	Martinez-Hickey	Sarah	Custodian	10/9/17	DHS
4.	Masanque	Alfredo	Custodian	9/28/17	South
5.	Obrero	Grace	Custodian	9/29/17	CMS
6.	Powell	Carmela	Custodian	9/29/17	DHS
7.	Powell	Shelby	Paraprofessional	9/26/17	KCCS
8.	Ramirez	Magan	Paraprofessional	9/23/17	KCCS
9.	Robinson	Eric	Child Nutrition	9/6/17	CMS

B. Personal

- NONE

B. Military

- NONE

C. Educational

- NONE

D. Sabbatical

- NONE

E. Extension of Leave

1. NONE

IV. RESIGNATIONS

1. Brown L. Marie Paraprofessional (PT) 10/13/17 DHS

V. PENSIONS

A. Disability

1. NONE

B. Service Pension

1. Ruffin Maria Paraprofessional (FT) 1/1/18 KCCS

C. Vested Pension

1. NONE

VI. EXTENSION OF CONTRACT

1. NONE

VII. TENURE

1. NONE

VIII. EXPIRATION OF CONTRACT/TEMPORARY EMPLOYEES

1. NONE

IX. NON-RENEWAL/TERMINATION

1. NONE

2.02 School Choice (Resolution No. 18-030)

School Choice Accept 2017-2018 School Year

Student ID	Grade	School of Choice	Action	In/Outside of District
376273	4	East Dover Elementary	Invite	Outside
013394	2	North Dover Elementary	Invite	Inside
344947	4	North Dover Elementary	Invite	Inside
037359	1	South Dover Elementary	Invite	Outside
004048	2	South Dover Elementary	Invite	Outside
388437	2	South Dover Elementary	Invite	Outside
383860	3	South Dover Elementary	Invite	Outside
299337	4	South Dover Elementary	Invite	Outside
255000	5	William Henry Middle School	Invite	Outside
240855	6	William Henry Middle School	Invite	Outside
131205	9	Dover High School	Invite	Outside
399990	11	Dover High School	Invite	Outside
173711	12	Dover High School	Invite	Outside
301746	12	Dover High School	Invite	Outside

2.03 Financial Reports – September 30, 2017 (Resolution No. 18-031)

Financial reports as of September 30, 2017 were approved.

2.04 Minutes – Executive and Public sessions of regular Board of Education meeting September 19, 2017 (Resolution No. 18-032)

Minutes of executive and public sessions of regular Board of Education meeting September 19, 2017 were approved.

Capital School District Board of Education minutes for October 18, 2017

2.05 Field Trips (Resolution No. 18-033)

The following field trips were approved.

Dover High School 12th grade to Wildwood, NJ, June 1-June 3, 2018

Central Middle School Band, Chorus and Strings to Hershey, PA, June 1, 2018

Dover High School Music Department Grades 9-12 to Orlando, FL, April 24-29, 2018

William Henry Middle School 6th Grade Social Studies students to Philadelphia, PA:

Burnham – February 21, 2018

Trice – February 22, 2018

Berkey – February 27, 2018

Garnes – February 28, 2017

2.06 Student Disciplinary Matters (Resolution No. 18-034)

None

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

3.01 Strategic Plan SI2 – Meeting the Needs of the Whole Child – Quarterly Update

Dr. Henderson, Ms. Herrera, Mr. Dunford, Mrs. Guinn, Mrs. Burgoyne, Mr. Saylor and Dr. Denman presented a quarterly update of Strategic Plan Strategic Intent 2 – Meeting the Needs of the Whole Child which included updates for the following working groups.

2.1 Professional Learning

2.2 Master Schedule

2.3 District RTI

2.4 Advocacy Prioritization

3.02 Balanced Score Card Updates

Mr. Saylor presented updates on the Balanced Scorecard which compared the baseline data from last year to the target and achieved data for 2016-2017. Additionally, Mr. Saylor shared the School Success Planning cycle and the connectedness between School Success Plans, Strategic Intent, and Key Outcomes.

3.03 September 30th Unit

Ms. Cooke presented the preliminary September 30th unit count numbers submitted to the Department of Education. A full report will be presented in the November meeting following certification by the State of the Unit Count.

3.04 2018 Budget Update

Mr. Kuforiji presented an update on the FY 18 budget. This update addressed the new known factors following the unit count. The final budget will be voted on in the December Board Meeting.

3.05 FY 18 Legislative Priorities (Second Reading) (Resolution No. 18-028)

On a motion by Mrs. Engel, seconded by Mr. Taylor, and on a unanimous vote, the board tabled Resolution No. 18-028 for third reading at the November meeting.

3.06 Revisions Policy #200-13 Travel Policy (First Reading) (Resolution No. 18-035)

The board was presented the first reading of Revisions Policy #200-13 Travel Policy.

3.07 Revisions Policy #700-26 Smoking Policy (First Reading) (Resolution No. 18-036)

On a motion by Mr. Taylor, seconded by Dr. Jackson-Short, and on a unanimous vote, the board suspended the rules under Policy #100-25. On a motion by Mrs. Engel, seconded by Mr. Taylor, and on a unanimous vote, the board adopted Resolution No. 18-026 approving Revisions Policy #700-26 Smoking Policy.

3.08 Board Member Travel to Equity Conference (Resolution No. 18-037)

On a motion by Mrs. Engel, seconded by Dr. Jackson-Short, and on a vote of 3/1: Mrs. Engel – yes; Dr. Jackson-Short – yes; Mr. Taylor – recuse; Mr. Christiansen – yes, the board adopted Resolution No. 18-037 approving travel for Ralph Taylor to attend the NSBA Equity Conference in Washington, DC on February 3, 2018.

4.0 Adjournment

On a motion by Mr. Taylor, seconded by Dr. Jackson-Short., and on a unanimous vote, the meeting was adjourned at 9:55 p.m.