

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

Tuesday, October 18, 2016
Administrative Office
MINUTES



BOARD OF EDUCATION

Matthew J. Lindell, President
Sean P. M. Christiansen, Vice-President
John C. Martin, Jr.
Ralph L. Taylor, Jr.
Nauleen A. Perry

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

Board Members Present:

Mr. Christiansen
Mr. Martin
Mr. Lindell arrived at
Mr. Taylor
Dr. Jackson-Short

Also Present:

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

1.01 Roll Call – Establishment of Quorum

On a motion by Dr. Jackson-Short, seconded by Mr. Taylor, and on a unanimous vote, the Board entered public session for reasons set forth in the agenda at 5:32 p.m. in the board meeting room. Roll call was conducted. Mr. Martin and Mr. Lindell were absent. Mr. Lindell arrived at 6:00 p.m. Mr. Martin arrived at 7:13 p.m.

1.02 Executive Session

On a motion by Dr. Jackson-Short, seconded by Mr. Taylor, and on a unanimous vote, the Board entered closed session for reasons set forth in the agenda at 5:34 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.

1.04 School, Student and Staff Recognition

- ✓ William Henry Middle School students and staff were recognized for achieving Phase 2 School-wide PBS Recognition for the 2015-2016 School Year.
- ✓ Dover High School students and staff were recognized for achieving Phase 3 School-wide PBS Recognition for the 2015-2016 School Year.
- ✓ Kimberly Simmons, a Kindergarten teacher at East Dover, was one of the winners of the Presidential Award for Excellence in Mathematics and Science Teaching. She will receive \$10,000 from the National Science Foundation and travel to Washington, DC for recognition events including a certificate signed by President Obama.

1.05 School Updates

None

1.06 Board President/Member Updates

Dr. Jackson-Short:

- Hello to everyone.

Mr. Taylor

- Super Senator Day was awesome.
- Homecoming parade was great.
- Welcome to Ms. Fitzgerald, new Associate Principal, Kent County Community School.
- Continue to pray for Principal of KCCS, Mr. Mark, and for Principal of BTW, Mr. Brown.

Mr. Lindell

- Super Senator Day was great – very well organized.
- Apologized for not participating in the homecoming parade.

Mr. Martin

- Shout out for Super Senator Day.

- Spent some time visiting East Dover.

Mr. Christiansen

- Congratulations to the district for the successful Super Senator Day.
- Burial of the time capsule was very well organized.
- Attended bullying conference which was well received.
- Attended grand opening of new Big Lots in Dover at which time Fairview and East were both awarded \$2,000 checks.
- Attended both Capital Rotary and Colonial Rotary with Dr. Shelton.
- Homecoming parade was wonderful.

1.07 Superintendent Update

Dr. Shelton presented a power point presentation with updates regarding Strategic Intent 1 – Linear and Streamlined District, Strategic Intent 2 – Educating the Whole Child, and Strategic Intent 3 – Senator Pride.

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 motion by Mr. Lindell, seconded by Mr. Taylor, and on a unanimous vote, consent items were approved.

2.01 Personnel (Resolution No. 17-036)

CERTIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

- | | | | | |
|--------------|----------|--------------------|----------|------|
| 1. Crawford | Tere | Elementary Teacher | 10/17/16 | BTW |
| 2. Gavrillis | Leslie | Elementary Teacher | 10/3/16 | WHMS |
| 3. Johnson | Kathleen | HHPD Teacher | 10/10/16 | DO |

C. Recall

1. NONE

D. Rehire – Regular

1. NONE

2. Rehire – Temporary

1. NONE

3. Return from Leave

- | | | | |
|--------------|--------|---------|----------|
| 1. Alexander | Amanda | Teacher | 10/17/16 |
| 2. Eanes | Mary | Teacher | 10/5/16 |

4. E.P.E.R.

1. District Employees

- | | | | | |
|------------|---------|----------------------------------|-----------|-----|
| a. Crowley | Carmen | 21 st Century ESL/ELL | 2016-2017 | DHS |
| b. Dagley | Charon | Cheerleading | Winter | CMS |
| c. Griffin | Barbara | CNA Extra Hours (48 hrs.) | 2016-2017 | DHS |

- | | | | | |
|---------------|----------|---------------------------|-----------|-----|
| d. Newsome | Wayne | Wrestling Coach | Winter | CMS |
| e. Poole | Steve | Boys Basketball Coach | Winter | CMS |
| f. Rainford | Mark | Girls Basketball Coach | Winter | CMS |
| g. Shaw Hicks | Shaneeda | CNA Extra Hours (48 hrs.) | 2016-2017 | DHS |
| h. Spence | Paige | Girls Soccer Coach | 2016-2017 | DHS |
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. Dagley Charon ILC Teacher 10/19/16 East
(Move from WHMS)

III. LEAVES

- A. FMLS/STD/Workers Comp
 1. Newsome Carla Teacher 10/15/16 CMS
 2. Richard Erica Teacher 10/14/16 East
- B. Personal
 1. NONE
- C. Military
 1. NONE
- D. Educational
 1. NONE
- E. Sabbatical
 1. NONE
- F. Extension of Leave
 1. NONE

IV. PENSIONS

- A. Disability
 2. NONE

B. Service Pension

1. NONE

C. Vested Pension

1. NONE

V. RESIGNATIONS

1. NONE

VI. EXTENSION OF CONTRACT

1. NONE

VII. TENURE

1. Bailely	James	Daylight Teacher	1/22/16	DHS
2. Caswell	Stephen	Teacher	8/19/16	KCCS
3. Craffey	Kaitlin	SLP	8/19/16	KCCS
4. Crowley	Carmen	ESL Teacher	8/23/16	DHS
5. Downes	Kristen	Teacher	1/14/16	Hartly
6. Ferguson	Leann	History Teacher	12/10/15	DHS
7. Freeman	Shinita	English Teacher	8/19/16	DHS
8. Friend	Carrie	Elementary Teacher	8/19/16	South
9. Funkhauser	William	Adapt. PE Teacher	11/26/15	KCCS
10. George	Garrett	Band	8/19/16	DHS
11. Giddens	Yashica	Teacher	8/23/16	CMS
12. Hall	Lena	Elementary Teacher	8/19/16	North
13. Harland	Ann	Teacher	8/19/16	CMS
14. Hess	Deanna	English Teacher	8/19/15	DHS
15. Huff	Katelyn	Music Teacher	11/19/15	KCCS
16. Koenig	Kim	Elementary Teacher	8/19/16	TP
17. Lane	Katelyn	Elementary Teacher	8/23/16	North
18. Leatherbury	Joyce	Elementary Teacher	11/20/15	WHMS
19. Lee	Evan	History Teacher	8/19/16	DHS
20. Lewis	Carla	Reading Teacher	8/19/16	BTW
21. Lybarger	Dawn	Math Teacher	8/19/16	DHS
22. Martin	Kristen	SLP	8/19/16	KCCS
23. Martino	Hillary	Elementary Teacher	8/19/16	East
24. Mayan	Audrey	Nurse	8/19/16	KCCS
25. McDougal	Kristin	Teacher	3/20/16	KCCS
26. Moultry	Elkhannia	Elementary Teacher	1/22/16	WHMS
27. Powell	Lindsay	Teacher	8/19/16	Teacher
28. Riley	Courtney	Psychologist	8/19/16	KCCS
29. Rogers	Jessica	Elementary Teacher	8/19/16	BTW
30. Schwartz	Katherine	Teacher	8/19/16	CMS
31. Serrano	Joseph	Elementary Teacher	8/23/16	WHMS
32. Shaw Hicks	Shaneeda	CNA Teacher	8/19/16	DHS

33. Smith	Daphne	Elementary Teacher	8/19/16	TP
34. Smith	Tiffany	Teacher	1/14/16	CMS
35. Stevens	Lisa	English Teacher	8/19/16	DHS
36. Stiller	Ron	Teacher	3/6/16	CMS
37. Traxler	Sarah	Elementary Teacher	8/19/16	East
38. Willoughby	Carrie	Elementary Teacher	12/10/15	BTW

VIII. EXPIRATION OF CONTRACT

1. NONE

IX. NON-RENEWAL/TERMINATION

1. NONE

CLASSIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. Dill	Brittanie	Lead Worker CN	TBD	WHMS
2. Olsen	Raymond	Operations Technician	11/1/16	Technology/DO
3. Sylvester	Stacy	Clerk	10/24/16	CMS

B. New – Temporary

1. Abrams (PT/29 Hours)	Kamal	Inst. Para	10/3/16	KCSILC
2. Baker Child Nutrition (PT)	Michael	General Worker	TBD	TBD
3. Brown PT/29 hours)	Markiece	Extra Support Para	10/17/16	WHMS
4. Carney Child Nutrition (PT)	Alexis	General Worker	TBD	TBD
5. Grant Child Nutrition (PT)	Elvira	General Worker	TBD	TBD
6. Overton Child Nutrition (PT)	Carolyn	General Worker	TBD	TBD
7. Stratton (PT/29 Hours)	Jessica	Title I Paraprofessional	10/3/16	Hartly
8. Wilson (PT/29 Hours)	Brittany	READ 180 Paraprofessional	10/17/16	CMS

C. Recall

1. NONE

D. Rehire – Regular

1. NONE

E. Rehire – Temporary

1. NONE

F. Return from Leave

1.	Cardwell	Kimicka	Paraprofessional	9/29/16	BTW
2.	Carrion	Jessica	Paraprofessional	10/5/16	ILC
3.	Jackson	Jeanine	Child Nutrition	10/4/16	CMS
4.	Misla	Ebba	Child Nutrition	10/9/16	DHS
5.	Petka	Deborah	Child Nutrition	10/12/16	BTW

G. E.P.E.R.

1. District Employees
 - a. NONE
6. Non-District Employees
 - a. NONE

II. CHANGE IN ASSIGNMENT

A. Classification

1.	Laise	Brent	Operations Technician	11/1/16	Technology/DO
	(Promotion – Level II)				

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. FMLA/Medical/Workers Comp

1.	Brooks	Nora	Child Nutrition	9/27/16	DHS
2.	Bordley	Ebony	Paraprofessional	10/10/16	East
3.	Hibbert	Debbie	Child Nutrition	9/29/16	South
4.	Jackson	Jeanine	Child Nutrition	9/19/16	CMS
5.	Johns	Flora	Child Nutrition	8/25/16	WHMS
6.	Sutton	Dell	Child Nutrition	10/19/16	South
7.	Trower	Emma	Child Nutrition	9/12/16	North

B. Personal

1. NONE

B. Military

1. NONE

C. Educational

1. NONE

D. Sabbatical

1. NONE

E. Extension of Leave

1. NONE

IV. RESIGNATIONS

1. Moore Janelle Clerk 10/21/16 CMS

V. PENSIONS

A. Disability

1. NONE

B. Service Pension

1. Larson Reese Sherry Secretary 2/1/17 DO
2. Remsburg Rosemarie Child Nutrition 10/6/16 DO

C. Vested Pension

1. NONE

VI. EXTENSION OF CONTRACT

1. NONE

VII. TENURE

1. NONE

VIII. EXPIRATION OF CONTRACT

1. NONE

IX. NON-RENEWAL/TERMINATION

1. NONE

2.02 School Choice (Resolution No. 17-037)

School Choice Accept 2016-2017 School Year

Student ID	Grade	School of Choice	Action	In/Outside of District
312290	3	Booker T. Washington Elementary	Invite	In
066519	1	East Dover Elementary	Invite	Outside
037382	1	East Dover Elementary	Invite	Outside
060279	1	East Dover Elementary	Invite	Outside
042740	2	Fairview Elementary	Invite	In
310579	4	Towne Point Elementary	Invite	In

2.03 Financial Reports – September 30, 2016 (Resolution No. 17-038)

Financial reports as of September 30, 2016 were approved.

2.04 Minutes – Executive and Public sessions of regular Board of Education meeting September 21, 2016 and Minutes of Special Board of Education meeting September 6, 2016 (Resolution No. 17-039)

Minutes of executive and public sessions of regular Board of Education meeting September 21, 2016, and minutes of special Board of Education meeting September 6, 2016 were approved.

2.05 Field Trips (Resolution No. 17-040)

The following field trips were approved:

Dover High School Animal Science Grades 9-12 to Washington, DC, December 20, 2016

Capital School District Board of Education minutes for October 18, 2016

Dover High School AFJROTC Grades 9-12 to New York, NY, November 15, 2016
East Dover Elementary School First Graders to Philadelphia, PA, November 3, 2016

2.06 Student Disciplinary Matters (Resolution No. 17-041)

None

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

3.01 Dover High School Drumline “Rolling Thunder” to Japan for Performance (Resolution No. 17-042)

On a motion by Mr. Taylor, seconded by Mr. Lindell, and on a unanimous vote, the board adopted Resolution No. 17-042 approving fifteen (15) Dover High School Drumline students with chaperones to travel to Japan for performance with the understanding that appropriate guidelines will be in place for an out-of-country trip.

3.02 Strategic Plan Update – Presentation of Strategic Intent 3 Framework – Senator Pride

Dr. Henderson, Assistant Superintendent, presented the framework of Strategic Intent 3 – Senator Pride. The intent is to build a highly visible culture of Senator Pride across the district and the entire community.

3.03 Super Senator Day Debrief

Dr. Henderson, Assistant Superintendent, presented a video of Super Senator Day. She reviewed the highlights of the day in which the entire school district as well as the community participated.

3.04 September 30th Unit Count

Ms. Cooke, Director of Human Resources, provided an update of the September 30th unit count as well as explanation of how administrative units are earned.

3.05 Child Nutrition Cafeteria Monitors (Resolution No. 17-043)

On a motion by Mr. Lindell, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No. 17-043 approving the employment with Child Nutrition funds of one (1) additional cafeteria monitor at William Henry Middle School, Central Middle School and Dover High School with the following conditions:

1. Provide the board members with a plan of enforcement method for monitors in supporting the Student Success Guide prior to the hiring process
2. Review of the program in one year

3.06 Child Nutrition Food Truck Design (Resolution No 17-044)

On a motion by Mr. Taylor, seconded by Mr. Lindell, and on a unanimous vote, the board adopted Resolution No. 17-044 approving Child Nutrition Food Truck design.

4.0 Adjournment

4.01 Adjournment

On a motion by Mr. Taylor, seconded by Mr. Lindell, and on a unanimous vote, the meeting was adjourned at 8:55 p.m.