

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

Wednesday, February 15, 2017
Administrative Office
MINUTES



BOARD OF EDUCATION

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

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

Board Members Present:

Mr. Christiansen
Mr. Martin
Mr. Lindell
Mr. Taylor - Absent
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 Mr. Martin, seconded by Mr. Lindell, and on a unanimous vote, the Board entered public session for reasons set forth in the agenda at 5:30 p.m. in the board meeting room. Roll call was conducted. Mr. Taylor was absent.

1.02 Executive Session

On a motion by Mr. Martin seconded by Mr. Lindell, and on a unanimous vote, the Board entered closed session for reasons set forth in the agenda at 5:32 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

The Board of Education and Dr. Shelton recognized:

- Booker T. Washington Elementary School – named a National Title I Distinguished School and chosen for exceptional performance and/or closing the achievement gap.
- North Dover Elementary School – named a Recognition School and chosen for exceptional performance and/or closing the achievement gap.

1.05 School Updates

Dr. Sylvia Henderson presented school updates.

1.06 Board President/Member Updates

Dr. Jackson-Short:

- Good Evening!

Mr. Lindell:

- Visited some schools around the district - visited South Dover Elementary immersion classroom, students were engaged, great program. Also visited East and Hartly.
- Announced he is not seeking re-election to the Board of Education for the next five-year term. He invited anyone choosing to run for the vacant board seat to contact him and he'd be glad to share information with the candidate.

Mr. Martin:

- Appreciate being a colleague and friend of Mr. Lindell.
- Happy Valentine's Day.
- February is heart month, which is a good reminder to be take care of your health, be happy and grateful.

Mr. Christiansen:

- Attended WHMS Math Night – very nice event.
- Capital's Website and Facebook page is always promoting the greatness of the district, also very important that teachers keep their websites updated and current for parents.
- Dr. Jackson-Short was featured in the newspaper regarding a mural project for downtown Dover.

1.07 Superintendent Update

Dr. Shelton reported on:

- Read 180 & Math 180 Banquet
- Public forums and surveys around the Strategic Plan
- State of Delaware budget issues

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. Lindell, seconded by Dr. Jackson-Short, and on a unanimous vote, consent items were approved.

2.01 Personnel (Resolution No. 17-071)

ADMINISTRATIVE PERSONNEL

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

V. RESIGNATIONS

I.	Sokolowski	Sean	Business Manger	3/22/17	DO
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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.	Carey	Karen	Read 180	2/16/17	WHMS
2.	McGraerty	Michael	Science Teacher	1/23/17	CMS
3.	Theroux	Kate	Elementary Teacher	Feb. 2017	Towne Point
4.	Wills	Theresa	Elementary Teacher	1/19/17	East

C. Recall

1. NONE

D. Rehire – Regular

1. NONE

E. Rehire – Temporary

1. NONE

F. Return from Leave

1. Brown	Carlton	Teacher	1/21/17	WHMS
2. DePrima	Janet	Nurse	2/13/17	East
3. George	Samantha	Teacher	2/15/17	CMS
4. Long	Mary Jane	Teacher	1/3/17	Hartly
5. Richard	Erica	Teacher	1/9/17	East

G. E.P.E.R.

1. District Employees

a. Biddle	Patti	Extra Time	1/31/17	North
b. Christman	Jennifer	Extra Time	1/24/17	Towne Point
c. Duke	Michelle	Extra Time	1/24/17	Towne Point
d. Elverson	Julie	Extra Time	1/24/17	Towne Point
e. Frock	Kim	Extra Time	1/31/17	North
f. Johnson	Michele	Extra Time	1/31/17	Towne Point
g. Shaw-Hicks	Shaneeda	Extra Hours	Spring	DHS

(61 Clinical Training Hours)

2. Non-District Employees

a. NONE

3. Volunteer

a. NONE

II. CHANGE IN ASSIGNMENT

A. Classification

1. NONE

B. Job Title

1. Duke	Michelle	Reading Teacher	Feb. 2017	Towne Point
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(From Classroom Teacher)

C. Condition of Employment

1. NONE

III. LEAVES

A. FMLS/STD/Workers Comp

1. Cobb	Sara	Teacher	1/19/17	East
2. Cox	Tiffanie	Teacher	1/13/17	WHMS
3. Norquest	Joann	Teacher (intermittent)	1/8/17	CMS
4. Olson	Mary	Teacher (intermittent)	1/29/17	DHS
5. Parker	Megan	Teacher	1/20/17	KCCS

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

1. NONE

B. Service Pension

- | | | | | |
|----------|-------|---------|--------|-------|
| 1. Neild | Elise | Teacher | 2/7/17 | South |
|----------|-------|---------|--------|-------|

C. Vested Pension

1. NONE

V. RESIGNATIONS

- | | | | | |
|-------------|---------|--------------|---------|-----|
| 1. Griffin | Barbara | CNA Teacher | 2/20/17 | DHS |
| 2. Shockley | John | HVAC Teacher | 3/3/17 | DHS |

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 Classified Personnel as listed, pending criminal reference checks.

I. APPOINTMENTS

A. New – Regular

1. None

B. New – Temporary

- | | | | | |
|-------------|--------|--|-------------|----------|
| 1. Collett | Sandra | Child Nutrition Monitor
(PT/4 Hrs. Day) | 1/17/17 | South |
| 2. Conrad | Mary | Title I Para (PT 29 Hours) | Spring 2017 | Fairview |
| 3. Robinson | Betty | Extra Support Para | 2/13/17 | KCCS |

C. Recall

1. NONE

D. Rehire – Regular

1. NONE

E. Rehire – Temporary

1. NONE

F. Return from Leave

1. Mika	Tiffany	Paraprofessional	1/30/17	DHS
2. Morrison	Stacey	Custodian	1/17/17	KCCS
3. Stevens	Bruce	Custodian	1/24/17	BTW

G. E.P.E.R.

1. District Employees

a. NONE

1. Non-District Employees

a. Coxe	Alisha	Extra Time Program	1/31/17	North
b. Darling	Emily	Girls Lacrosse Asst.	Spring 2017	DHS
c. Gould	Rylee	Girls JV Lacrosse Coach	Spring 2017	DHS
d. Kelly	Karen	Extra Time Program	1/31/17	North
e. Moore	Courtney	Girls Soccer Asst.	Spring 2017	DHS
f. Neeld	Lauren	Extra Time Program	1/31/17	North
g. Roach	Kenneth	Extra Time Program	1/31/17	BTW

II. **CHANGE IN ASSIGNMENT**

A. Classification

1. NONE

B. Job Title

1. NONE

C. Condition of Employment

1. Fillette	Megan	Instructional Para (Move PT extra support to FT)	1/23/17	KCCS
2. Morris	Katie	Extra Support Para	2/13/17	KCCS

III. **LEAVES**

A. FMLA/Medical/Workers Comp

1. Caldwell	Altamese	Child Nutrition	1/25/17	CMS
2. Johnson	Michelle	Child Nutrition	1/24/17	Hartly
3. Rutkowski	Leisha	Secretary (intermittent)	1/23/17	DO

4.	Snow	Catrina	Paraprofessional	2/1/17	CMS
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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. NONE

V. **PENSIONS**

A. Disability

1. NONE

B. Service Pension

1.	Cox	Sarah	Paraprofessional	7/1/17	WHMS
2.	Remsburg	Rosemarie	Child Nutrition	2/1/17	North
3.	Thomas	Marvin	Custodian	7/1/17	BTW

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. 17-072)
School Choice Accept 2017-2018 School Year

Student ID	Grade	School of Choice	Action	In/Outside of District
397450	3	Booker T. Washington Elementary	Invite	Outside
197127	4	Fairview Elementary School	Invite	In
346467	4	Hartly Elementary School	Invite	Outside
172438	1	North Dover Elementary School	Invite	In
075559	1	South Dover Elementary School	Invite	In
296232	4	South Dover Elementary School	Invite	In
352112	4	South Dover Elementary School	Invite	Outside
154883	1	Towne Point Elementary	Invite	In
284616	5	William Henry Middle School	Invite	Outside
307813	5	William Henry Middle School	Invite	Outside
306986	5	William Henry Middle School	Invite	Outside
304832	5	William Henry Middle School	Invite	Outside
285565	5	William Henry Middle School	Invite	Outside
280523	5	William Henry Middle School	Invite	Outside
298443	5	William Henry Middle School	Invite	Outside
308462	5	William Henry Middle School	Invite	Outside
308531	5	William Henry Middle School	Invite	Outside
267085	6	William Henry Middle School	Invite	Outside
254357	7	Central Middle School	Invite	Outside
762530	7	Central Middle School	Invite	Outside
208379	7	Central Middle School	Invite	Outside
203173	7	Central Middle School	Invite	Outside
217975	7	Central Middle School	Invite	Outside
217633	7	Central Middle School	Invite	Outside
230170	7	Central Middle School	Invite	Outside
213580	7	Central Middle School	Invite	Outside
396213	8	Central Middle School	Invite	Outside
186255	9	Dover High School	Invite	Outside
125652	9	Dover High School	Invite	Outside
213777	9	Dover High School	Invite	Outside
142842	9	Dover High School	Invite	Outside
104858	9	Dover High School	Invite	Outside
065932	9	Dover High School	Invite	Outside
131024	9	Dover High School	Invite	Outside
948515	9	Dover High School	Invite	Outside
142563	9	Dover High School	Invite	Outside
126440	9	Dover High School	Invite	Outside
121304	9	Dover High School	Invite	Outside
164586	9	Dover High School	Invite	Outside
152623	10	Dover High School	Invite	Outside
913473	11	Dover High School	Invite	Outside
477287	12	Dover High School	Invite	Outside
155369	12	Dover High School	Invite	Outside
571874	12	Dover High School	Invite	Outside

School Choice Accept 2016-2017 Remainder of the School Year Good Cause

Student ID	Grade	School of Choice	Action	In/Outside of District
385928	2	Booker T. Washington Elementary	Invite	In District
398075	2	Booker T. Washington Elementary	Invite	In District
373832	3	Booker T. Washington Elementary	Invite	In District
378252	4	Booker T. Washington Elementary	Invite	In District
00079	3	East Dover Elementary	Invite	In District
27669	2	Fairview Elementary	Invite	In District
107844	1	North Dover Elementary	Invite	In District
402971	2	North Dover Elementary	Invite	In District
296232	3	South Dover Elementary	Invite	In District
245091	4	Towne Point Elementary	Invite	In District
344756	10	Dover High School	Invite	Outside District

School Choice Denied 2017-2018 School Year

Student ID	Grade	School of Choice	Action	In/Outside of District
343100	8	Central Middle School	Denied	Outside
67626	11	Dover High School	Denied	Outside

School Choice Denied 2016-2017 Remainder of the School Year

Student ID	Grade	School of Choice	Action	In/Outside of District
336131	3	Fairview Elementary	Denied	In District

2.03 Financial Reports – December 31, 2016 (Resolution No. 17-073)

Financial reports as of January 31, 2017 were approved.

2.04 Minutes – Executive and Public sessions of regular Board of Education meeting January 18, 2017 (Resolution No. 17-074)

Minutes of executive and public sessions of regular Board of Education meeting January 18, 2017 were approved.

2.05 Field Trips (Resolution No. 17-075)

The following field trips were approved:

Central Middle School Grades 7/8 Japanese Exchange Program students to Washington, DC, March 16, 2017

Dover High School AFJROTC Grades 9-11 to Bethany Beach, DE, from June 15-23, 2017

Dover High School AFJROTC Grades 9-12 to Washington, DC, April 12, 2017

2.06 Student Disciplinary Matters (Resolution No. 17-068)

After reviewing the testimonial, documentary and all other evidence presented to the hearing officer, as well as the hearing officer's recommendation, Student Disciplinary Matters were approved as follows.

Student Matter #380644

- Expulsion without services from Capital School District for a period of 180 days retroactive to January 5, 2017 (first day of out of school suspension). It is recommended that if, after the 180 day period the wishes to pursue student's education, student attend an adult education program. If the student chooses to do otherwise, documentation must be provided that student has actively and successfully completed mental health counseling and does not pose a threat to the safety and welfare of others.

Student Matter #182533

- Expulsion from Capital School District for a period of 180 days retroactive to 1/11/2017. Student will be eligible to apply for re-admission to the district pending written documentation of the following:
 - Student has not accrued any additional criminal charges.
 - Student has successfully participated in and completed mental health counseling

- Student is deemed by student's mental health provider to not be a threat to self or others.

Student Matter #67951

- Expulsion from Capital School District with services to be provided by the Adult Prison System. Student is currently 18 years of age. Should student be released from incarceration prior to student's 21st birthday, it is recommended that student seek services via an adult education program; however, if student wishes to return to Capital School District, student must provide documentation of the following:
 - Student has accrued no further criminal charges.
 - Student has successfully completed mental health and any other recommended course of treatment for violent offenders and does not pose a threat to the safety and welfare of others.

Student Matter #372515

- Expulsion from Capital School District without services for the remainder of the school year, retroactive to 1/10/17. Student and guardian may apply for re-admission to the district after 6/5/17. Upon application the following documentation must be provided:
 - Student has not accrued any further criminal charges.
 - Student has participated and successfully completed mental health counseling.

Student Matter #348656

Based on the charges presented at the expulsion hearing for Student Matter #348656:

- Expulsion from Capital School District with services for a period of 180 days. Student and/or his representative may apply for full reinstatement to Capital School District after the 180 day period, provided student is able to show documentation that student has successfully completed mental health counseling and does not pose a danger to student or others.

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

3.01 Facilities Master Planning Update

Carl Krienen from ABHA and Dr. Shelton presented an update on Facilities Master Planning. Summary of work to date was also presented. The next phase will be to have the committee begin to explore potential costs and phasing of the projects.

3.02 Strategic Plan SI1 – Streamlined and Linear District – Quarterly Update

Dr. Shelton presented a quarterly update of Strategic Plan Strategic Intent 1 – Linear and Streamlined District including updates for each of the working groups currently meeting and associated with SI1.

3.03 Proposed 2017-2018 School Calendar (First Reading) (Resolution No. 17-069)

On a motion by Mr. Martin, seconded by Mr. Lindell, and on a unanimous vote, the adopted Resolution No. 17-069 approving Option 2 – 2017-2018 School Calendar.

3.04 Gifted Program

Dr. Henderson and Mr. Dunford provided the board a presentation highlighting the CSD Gifted Education Plan and the work of the CSD Gifted Advisory Committee in the areas of student outcomes, instructional delivery, teacher capacity, student placement and program identification.

4.0 Adjournment

4.01 Adjournment

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