

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



**CAPITAL
SCHOOL DISTRICT**

BOARD OF EDUCATION

Matthew J. Lindell, President
Brian E. Lewis, Vice-President
Phillip Martino, Jr.
Kay Dietz-Sass
Sean P. M. Christiansen

Wednesday, January 15, 2014
Administrative Office
MINUTES

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

Board Members Present:

Mr. Lindell
Mr. Lewis
Mr. Martino
Mrs. Dietz-Sass
Mr. Christiansen

Also Present:

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

On a motion by Mr. Christiansen, seconded by Mrs. Sass, 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 Executive Session

On a motion by Mr. Christiansen, seconded by Mrs. Sass, and on a unanimous vote, the Board entered closed session for reasons set forth in the agenda at 6:33 p.m. and moved to Room 105 of the administrative office for the purpose of discussing Personnel Matters.

1.03 The Board reconvened into public session at 7:39 p.m. President Lindell announced the board would be going back into executive session at the conclusion of open session to discuss instructional concerns related to personnel and would come back into open session but no action would be taken other than adjournment of the meeting.

1.04 Pledge of Allegiance

1.05 Presentations

Dr. Susanna Lee presented Jobs for America's Graduates (JAG) High Performer Award to Mr. Al Roach, JDG's Middle School Specialist at Central Middle School. The award recognized Mr. Roach for the outstanding job in achieving the completion of JDG Middle School competencies with 100% of his students during the 2012-2013 school year. Out of all the JAG Middle School programs in the country, Central Middle School was ranked #1 in achieving these goals.

Mr. Dennis Hallock, Sr., presented checks to Ms. Lois Wilkinson of the Delaware Breast Cancer Coalition in the amount of \$2,790 and \$975.88. These funds were raised by efforts of schools, booster clubs and athletic teams and employee groups to support persons and families affected by breast cancer.

1.06 School Updates

Mr. Dennis Hallock, Sr. presented updates on PTO/PTA/PTF activities from Hartly Elementary School, William Henry Middle School and Central Middle School.

1.07 Board President/Member Updates

Mr. Martino reported he attended holiday concerts, which were very enjoyable, and is looking forward to all the activities which will occur in 2014.

Mrs. Sass expressed her thanks to schools for getting information to Mr. Hallock for the school updates. She expressed her appreciation to Mr. Hallock for his efforts with raising funds for the Delaware Breast Cancer Coalition. Mrs. Sass participated in the trip to Christiana Care Health Services regarding Project SEARCH in Delaware.

Mr. Christiansen congratulated WHMS on the money raised for the Philippines relief fund, spoke of his attending the various holiday concerts presented at the schools and that he noticed a picture drawn by Nicholas M from Booker T. Washington Elementary School is displayed in Kent General Hospital – all positive happenings for Capital School District.

Mr. Lindell reported he will be visiting schools in February to offer support, and made a request for board members to receive a list of positions funded by Race to the Top.

1.08 Superintendent Update

Dr. Thomas announced the special board meeting to be held on January 21, 2014, at 6:00 pm at which time schematic drawings will be presented to the board of renovations to Kent County Community School, Booker T. Washington Elementary School and Central Middle School as well as an update of the new high school, and two easements for board consideration.

Dr. Thomas attended a legislative breakfast with School Chiefs, board members and legislators which presented an opportunity to share key educational priorities and issues with legislators. He announced the district Education Fair and Arts Festival will be held on January 25, 2014, at the Dover Mall.

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 Mr. Lewis, seconded by Mrs. Sass, and on a unanimous vote, consent items as amended were approved and moving Consent Agenda Item No. 2.03 to become Agenda Item No. 3.12 and Resolution No. 14-071.

2.01 Personnel (Resolution No. 14-061)

ADMINISTRATIVE PERSONNEL

Approval for Administrative Personnel as listed.

I. RESIGNATION

A.	Lehman	Christopher	Principal	06/30/2014	KCCS
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CERTIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1.	Delgado Jr.	Lawrence	Middle Level ELA Teacher	01/15/2014	KCAP
2.	Hajtun	Jessica	Occupational Therapist	01/15/2014	District
3.	Wilson	Jennifer	Special Education Teacher	01/15/2014	CMS

C. Recall

1. NONE

D. Rehire – Regular

1. NONE

E. Rehire – Temporary

1. NONE

F. Return from Leave

1.	Baynard	Shondria	Teacher	12/16/2013	TP
2.	Cole	Elizabeth	Teacher	12/16/2013	KCAP
3.	McIntyre	Thomina	Teacher	11/18/2013	WHMS
4.	Moore	Gayle	Teacher	01/07/2014	TP
5.	Tolson	Sylvia	Teacher	01/06/2014	BTW
6.	Lybarger	Dawn	Teacher	12/13/2013	DHS

G. E.P.E.R.

1. District Employees

a.	Clark	Robert	Lead Health and PE EPER	01/15/2014	District
b.	Denney	Michael	21 st Century Teacher	01/15/2014	DHS
c.	Garnes	Toni	21 st Century Teacher	01/15/2014	WHMS
d.	Gumble	Jennifer	21 st Century Teacher	01/15/2014	DHS
e.	Wessels	Jamie	Lead Nurse EPER	01/15/2014	District

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.	Benson	Jennifer	Behavior Specialist – District (RTTT) to ILC Program	01/15/2014	East
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III. LEAVES

A. FMLA/STD/Workers Comp

1.	Cole	Elizabeth	Teacher	11/7/2013	KCAP
2.	Diamond	Dayra	Teacher	12/13/2013	KCAP
3.	Erickson	Helene	Teacher	12/23/2013	KCCS
4.	Moore	Gayle	Teacher	12/12/2013	TP
5.	Thomas	Jennifer	Teacher	12/21/2013	DHS

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. NONE

C. Vested Pension

1. NONE

V. RESIGNATIONS

1. NONE

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.	Brown	Michel'le	General Worker/Cafeteria Monitor	01/15/2014	CMS
2.	West	Deja	General Worker/Cafeteria Monitor	01/15/2014	CMS
3.	Woodbury	Nicole	General Worker/Cafeteria Monitor	01/15/2014	CMS

B. New – Temporary

1.	Amalfitano	Paul	Lifeguard Para (PT/29 hours per week)	01/15/2014	KCCS
2.	Wilson	Hannah	Title I Paraprofessional	01/15/2014	FV

C. Recall

1. NONE

D. Rehire – Regular

1. NONE

E. Rehire – Temporary

1. NONE

F. Return from Leave

1.	Armstead	Elvis	Custodian	12/31/2013	CMS
2.	Gray	Jesse	Custodian	01/02/2014	DHS
3.	Kent	Jenna	Paraprofessional	01/02/2014	East
4.	Lawrence	Craig	Custodian	01/15/2014	Hartly

5.	Lodholz	Patricia	Paraprofessional	11/13/2013	East
6.	Martinez	Margaret	Paraprofessional	12/14/2013	KCCS
7.	Montanez	Pablo	Custodian	12/02/2013	South
8.	Parker	Ferris	Paraprofessional	12/09/2013	East
9.	Pawlyk	Sherri	Secretary	01/02/2014	South

G. E.P.E.R.

1. District Employees
 - f. 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. | Tinger | Rebecca | Instructional Para –
Part-time to Full-time | 01/15/2014 | KCCS |
| 2. | Potter | Samantha | Instructional Para –
Part-time to Full-time | 01/15/2014 | KCCS |

III. LEAVES

A. FMLA/STD/Workers Comp

- | | | | | | |
|----|----------|----------|------------------|------------|------|
| 1. | Armstead | Elvis | Custodian | 12/03/2013 | CMS |
| 2. | Martinez | Margaret | Paraprofessional | 12/17/2013 | KCCS |
| 3. | Muir | Deborah | Paraprofessional | 11/02/2013 | BTW |
| 4. | Tribbitt | Donna | Paraprofessional | 12/11/2013 | BTW |

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. Winters Carol Child Nutrition 02/01/2014 FV

- C. Vested Pension
 - 1. NONE

V. RESIGNATIONS

- 1. Leloux Samantha 1:1 Support Paraprofessional 12/20/2013 KCCS
- 2. Morrison Kimberly Title I Paraprofessional 01/03/2014 FV
- 3. Williams Cheryl HR Specialist (Secretary) 12/20/2013 District

VI. EXTENSION OF CONTRACT

- 1. NONE

VII. REDUCTION IN FORCE

- 1. NONE

VIII. TERMINATION

- 1. NONE

2.02 School Choice (Resolution No. 14-062)

School Choice Accept Remainder of School Year 2013-2014 Change of Address

Student ID	Grade	School of Choice	Action	In/Outside of District
350577	K	North Dover Elementary	Invite	In
291735	2	North Dover Elementary	Invite	In

School Choice Accept 2013-2014

Student ID	Grade	School of Choice	Action	In/Outside of District
23665	12	Dover High School	Invite	Outside

2.03 Financial Reports – December 31, 2013 (Resolution No. 14-063)

Financial reports for December 31, 2013 were approved.

2.04 Minutes –Closed and Open sessions of December 10, 2013 (Resolution No. 14-064)

Minutes of closed and open sessions on December 10, 2013 were approved.

2.05 Field Trips (Resolution No. 14-065)

The following field trips were approved:

North Dover Elementary School Select Chorus to Hershey, PA, May 10, 2014

Dover High School Student Council members in grades 10-12 to Washington, DC, January 31-February 2, 2014

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

3.01 2014-2015 School Calendar

Mrs. Spangler presented the proposed 2014-2015 school calendar.

3.02 Elementary Class Size Waiver – House Bill 758 (Resolution No. 14-066)

On a motion by Mr. Lindell, seconded by Mr. Martino, and on a vote of 3/2: Mr. Christiansen – No; Mr. Lewis – Abstain; Mr. Lindell – yes; Mr. Martino – yes; Mrs. Sass – yes, the board adopted Resolution No. 14-066 approving the Elementary Class Size Waiver. As part of the motion, Dr. Thomas was directed to forward a letter to DOE and

Rep. Darryl Scott that the board acted on class size waiver and hopes that legislators will address the problematic issues contained within the class size waiver.

3.03 School District Financial Position Report (Resolution No. 14-067)

On a motion by Mrs. Sass, seconded by Mr. Christiansen, and on a unanimous vote, the board adopted Resolution No. 14-067 approving the district financial position report for submission to the Department of Education.

3.04 School Climate and Discipline – A Data Driven Student Support System

Mrs. Tonya Guinn, Supervisor of Student Services, provided the board an overview of the district's data driven student support system which provides extensive information on the types of incidents of discipline and allows schools to develop and implement initiatives to support good school climate and discipline.

3.05 SWIPE Attendance System – Dover High School

Mrs. LaWanda Burgoyne presented information regarding the SWIPE attendance system. The goal of this system is to improve student tardiness and absence from school through an efficient system for checking attendance and tardiness. The SWIPE system will be implemented at Dover High School and is being funded through Partnership Zone.

3.06 New Course Proposals – Dover High School – Environmental Science and Natural Resources, Forensic Science and Biotechnology, Anatomy and Physiology (Resolution No. 14-068)

On a motion by Mrs. Sass, seconded by Mr. Christiansen, and on a unanimous vote, the board adopted Resolution No. 14-068 approving new course proposals for Dover High School: Environmental Science and Natural Resources, Forensic Science and Biotechnology, Anatomy and Physiology.

3.07 DSEA/DASA Op-Ed Letter (Resolution No. 14-069)

On a motion by Mr. Martino, seconded by Mrs. Sass, and on a unanimous vote Resolution No. 14-069 was tabled until the February board meeting.

3.08 Youth Career Connect Grant

Mrs. Burgoyne provided the board an overview of the Youth Career Connect Grant, a grant available through the Department of Education. This grant, if received, will allow districts to better prepare high school students for college and career success through providing them industry specific education and skills relative to high growth industries in Delaware. Specifically, Dover High School will use this support to enhance pathways through career and technical education.

3.09 Clerk Position for Board of Education (Resolution No. 14-036)

On a motion by Mr. Christiansen, seconded by Mrs. Sass, and on a unanimous vote, Resolution No. 14-036 was tabled.

3.10 Revisions Policy #500-01 Recruitment, Selection and Hiring of Personnel (Third Reading) (Resolution No. 14-070)

On a motion by Mr. Lewis, seconded by Ms. Sass, and on a unanimous vote, the board adopted Resolution No. 14-070 approving Revisions Policy #500-01 Recruitment, Selection and Hiring of Personnel.

3.11 Revisions Policy #100-11 Board Meetings (Second Reading)

The board was presented second reading of Revisions Policy #100-11 Board Meetings.

Mr. Lewis read into record the email addressed to all board members:

Dear Members of the Board:

I am writing to voice my opposition to the proposal to move "4.0 Other Discussion" to the beginning of the public meeting. This agenda modification will have a chilling effect on public attendance and the ability for the media to meet publication deadlines. The Public meeting starts late as it is at 7:30 PM. The presentation section can add 1/2 to an hour to the running time of the meeting, and if there is a complex item on the agenda, the meeting can and has run extremely late. While "4.0 Other Discussion" contains important information; it is not the critical

information that the public is there to hear nor the media would “stop the presses”. In the spirit of open government and exceeding the public’s and media’s expectations, I ask you to reconsider this agenda modification. Thanks. William T. Garfinkel

3.12 Financial Reports – December 31, 2013 (Resolution No. 14-071)

On a motion by Mr. Lewis, seconded by Mr. Christiansen, and on a unanimous vote, the board adopted Resolution No. 14-071 approving Financial Reports – December 31, 2013.

4.0 Adjournment

4.01 Adjournment

At 11:20 pm, President Lindell announced the board would be reconvening into closed session and the board would be returning to open session with no action taken on any matter, only the adjournment of the meeting.

Mr. Lewis left the closed session at 11:30 p.m.

On a motion by Mrs. Sass, seconded by Mr. Christiansen, and on a vote of 4/0 – Mr. Lewis not present, the meeting was adjourned at 12:30 p.m.