

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



BOARD OF EDUCATION

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

Wednesday, November 14, 2018

Administrative Office

MINUTES

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

Board Members Present:

Mr. Martin
Dr. Chanda Jackson-Short
Mr. Christiansen
Mr. Taylor
Mrs. Engel

Also Present:

Dr. Dan Shelton, Superintendent
Members of the Media

1.01 Roll Call – Establishment of Quorum

On a motion by Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous vote, the Board entered public session at 5:00 p.m. in the board room. Roll call was conducted and all members were present.

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 5:04 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 7:15 p.m. followed by the Pledge of Allegiance.

1.04 School Updates

Dr. Henderson presented updates for all schools.

1.05 Board President/Member Updates

Mrs. Engel

- Volunteered to be a Mentor at South Dover Elementary School.
- Thrilled about the upcoming referendum, looking forward to the plans, middle schools are going to be a wonderful addition to our Capital community.
- Don't forget the homeless as the cold weather approaches.
- Happy Thanksgiving.

Mr. Taylor

- Signed up to be a mentor at South Dover Elementary School.
- Requesting that everyone speak positively and openly about the upcoming referendum, been 14 years since the last operating referendum. Need this referendum.

Mr. Christiansen

- Remind everyone that the upcoming referendum is best thing we can do for our children.
- Attended a PBS event at South Dover. All the students had fun.
- Attended Native American Pow-Wow at Dover High School.
- Girls' volleyball team did well this year.
- Please support the DHS boys' football team as they enter the playoff season. This is all about our Senator family, come out and support the team.
- Have a good Thanksgiving.

Dr. Jackson-Short

- Excited about the wonderful things going on in the district. Referendum will benefit our students.
- Heard wonderful things about the Safety Patrol Assembly at Towne Point Elementary School.
- Expressed thanks to Central Middle School for partnering with NCALL for community forum.
- Participated in community cleanup last Saturday.
- Reminded everyone of the Capital Holiday Celebration to be held on November 29, some of Capital's students will perform.
- Happy Thanksgiving.

Mr. Martin

- Pleased that volleyball team was successful.
- This is the Season for Thanksgiving, take a vacation and rejuvenate yourself.

1.06 Superintendent Update

Dr. Shelton

- Dr. Shelton expressed his thanks to everyone for their hard work this school year; looking forward to the challenging work in the future.

1.07 School, Student and Staff Recognition

The Board of Education and Dr. Shelton recognized:

- St. Andrews Lutheran Church members for their many contributions, including a donation of 100 books, to the students and staff of Towne Point Elementary School.

1.08 Public Comment (Limited to 3 minutes per speaker)

Mr. Kevin Ohlandt spoke regarding the district's legislative priorities.

2.0 Consent Items

On a motion by Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous vote, the board pulled Administrative Personnel Section VI. Extension of Administrator Contracts out of the consent Items 2.01.

On a motion by Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous vote, the board approved Consent Items as amended.

2.01 Personnel (Resolution No. 19-041)

ADMINISTRATIVE PERSONNEL

II. CHANGE IN ASSIGNMENT

1.	Baxter	Kyle	Level 3 Systems Tech. To Specialist B	November 15, 2018	DO
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V. RESIGNATIONS

1.	Bennett	Robert	Assistant Principal	November 16, 2018	KCCS
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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.	Jackson	Kimberly	Lic. Clin. Social Worker FV/North	November 7, 2018
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2. Wiggins	Danielle	Lic. Clin. Social Worker	November 7, 2018
	BTW/Hartly		

C. Rehire - Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees

a. Mumford	Charles	Head Girls Basketball	November 9, 2018	CMS
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2. Non-District Employees

a. NONE

II. CHANGE IN ASSIGNMENT

A. Classification

1. Brown	Marquis	Teacher from	November 14, 2018	KCSILC
		Instructional para		
3. Cox	Tiffanie	Teacher/WHMS	TBD	TP
4. Jones	Darrell	Teacher/Dean of	TBD	TP
		Students at WHMS		
5. Mazzio	Katie	Dean of Students	November 16, 2018	KCSILC
		Teacher at KCSILC		
6. Pierce	Jennifer	EC Teacher	January 4, 2019	KCCS
		From paraprofessional		

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Chapin	Kathryne	Teacher	October 15, 2018	WHMS
2. Leone	Wendy	Teacher	November 21, 2018	Hartly
3. Long	Elizabeth	Teacher	November 3, 2018	Hartly
4. Long	Mary Jane	Teacher	November 2, 2018	DHS
5. Simonetti	Rudy	Teacher	December 17, 2018	DHS
6. Taylor-Ridgway	Tarez	Teacher	November 7, 2018	WHMS
7. Tierson	Amy	Teacher	October 29, 2018	BTW

B. Leaves - Personal

1. Norquest	Joann	Teacher	February 14, 2019	CMS
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C. Leaves - Military

1. NONE

D. Leaves - Educational

1. NONE

E. Leaves - Sabbatical

1. NONE

F. Leaves - Extension of Leave

1. NONE

G. Return from Leave

1. NONE

IV. RESIGNATIONS

A. Gorrell	Erica	Spec. Ed. Teacher	December 14, 2018	South
B. Terrazas	Carmen	K – Spanish Immersion	December 14, 2018	FV

V. PENSIONS

A. Disability

1. NONE

B. Service Pension

1. NONE

C. Vested Pension

1. NONE

VI. TENURE

- A. NONE

VII. NON-RENEWAL/TERMINATION

- B. NONE

CLASSIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1. Brickhouse	Taylor	Extra Support Para (PT/29 hrs)	November 13, 2018	DHS
2. Hall	April	Instructional Para (FT)	October 18, 2018	KCSILC
3. Letthand	Shane	Title I Para (PT/29 hrs)	October 26, 2018	East
4. London	Robert	Instructional Para (FT)	October 18, 2018	KCSILC
5. Miller	Jermaine	Instructional Para (FT)	October 18, 2019	KCSILC
6. Phelps	Cameron	Instructional Para (FT)	October 18, 2018	KCSILC
7. Price	Joanne	Instructional Para (FT)	October 18, 2018	KCSILC

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|----|-------|--------|--------------------------|------------------|------|
| 8. | Trott | Adrain | Title I Para (PT/29 hrs) | November 6, 2018 | East |
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- C. Rehire - Regular
1. NONE
- D. Rehire – Temporary
1. NONE
- E. EPER
1. District Employees

a. Miller	Jermaine	Asst. Boys Basketball Coach	November 2018	CMS
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 2. Non-District Employees
 - a. NONE
- II. Change in Assignment
Job Title/Classification/Condition of Employment
- A. Classification
1. NONE
- B. Job Title
1. NONE
- C. Condition of Employment
1. NONE
- III. Leaves/Return from Leaves
- A. Leaves – FMLA/Medical/Workers Comp
1. Carter

Richenda	Paraprofessional	October 11, 2018	BTW
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- B. Leaves – Personal
1. NONE
- C. Leaves – Military
1. NONE
- D. Leaves – Educational
1. NONE
- E. Leaves – Sabbatical
1. NONE
- F. Leaves – Extension of Leave
1. NONE
- G. Return from Leave
1. Price

Theresa	Paraprofessional	October 17, 2018	DHS
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- IV. Resignations
- A. Ayer

M. Lydia	Guidance Clerk	October 31, 2018	DHS
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 - B. Black

Sara	Office Clerk	November 23, 2018	WHMS
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 - C. Klein

Desiree	Instructional Para	November 19, 2018	East
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V. Pensions

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Conway

Marietta

Child Nutrition

December 1, 2018

DO

2. Greve

Kim

Child Nutrition

November 15, 2018

DO

C. Vested Pension

1. NONE

VI. Expiration of Contract/Temporary

A. NONE

VII. Non-Renewal/Termination/Reduction in Force

A. NONE

2.02 School Choice (Resolution No. 19-042)

School Choice Accept 2018-2019 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
335427	K	Hartly Elementary School	Invite	Inside
251670	4	Fairview Elementary School	Invite	Inside
144581	10	Dover High School	Invite	Outside

School Choice Denied 2018-2019 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
415864	4	Towne Point Elementary	Denied	Inside

2.03 Financial Reports – October 31, 2018 (Resolution No. 19-043)

Financial reports for October 31, 2018 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education Meeting October 17, 2018 (Resolution No. 19-044)

Minutes of executive and public sessions of regular Board of Education meeting on October 17, 2018 were approved.

2.05 Field Trips (Resolution No. 19-045)

The following field trips were approved:

Dover High School students to Science Olympiad, Greenbelt, MD, December 7, 2017

Central Middle School Music Department to Hershey, PA, May 31, 2019

Dover High School grades 9-12 Animal Science classes to Washington, DC, December 19, 2018

Dover High School grades 9-12 Speech and Debate students to Hershey, PA, January 4-6, 2019

Dover High School Senior Class of 2019 to Williamsburg, VA, May 31-June 1, 2019

East Dover Elementary School 4th graders to Baltimore, MD, April 17, 2019

East Dover Elementary School 1st graders to Philadelphia, PA, February 20, 2019

South Dover Elementary School 2nd graders to Philadelphia, PA, January 28, 2019

William Henry Middle School 5th graders to Philadelphia, PA, December 21, 2018

2.06 Student Disciplinary Matters (Resolution No. 19-046)

The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of student case 2019-136881. After having reviewed this information, student 2019-136881 shall be expelled from Capital School District for a period of 180 days retroactive to October 18, 2018. The student is a special education student and a manifestation hearing was held prior to the expulsion hearing. Therefore, the Special Education Team will meet to determine what special education services are needed to meet the student's IEP.

The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of student case 2019-67182. After having reviewed this information, student 2019-67182 shall be expelled from Capital School District for a period of 180 days retroactive to October 18, 2018. The student is a special education student and a manifestation hearing was held prior to the expulsion hearing. Therefore, the Special Education Team will meet to determine what special education services are needed to meet the student's IEP.

The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of student case 2019-139074. After having reviewed this information, student 2019-139074 shall be expelled from Capital School District for a period of 180 days retroactive to October 18, 2018. The student is a special education student and a manifestation hearing was held prior to the expulsion hearing. Therefore, the Special Education Team will meet to determine what special education services are needed to meet the student's IEP.

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, Mr. Dunford, Mrs. Guinn, Mr. Simpson and Dr. Shelton presented a quarterly update of Strategic Plan Strategic Intent 2 Meeting the Needs of the Whole Child with updates for each of the groups currently working and associated with SI2:

- 2.1 Professional Learning
- 2.2 Systems & Schedules
- 2.3 Specialized Instruction
- 2.4 Advocacy Prioritization

3.02 Delaware School Success Framework Update

Mrs. Schreiber provided the board with an update of the Delaware School Success Framework (DSSF) including outcomes for each of the schools in the district based on the new framework. DSSF is the statewide system of accountability for publicly reporting progress in multiple areas at both the district and school levels. The reports focus on five areas: Achievement, Progress, Graduation Rate, School Quality/Success, and Progress towards English Language Proficiency.

3.03 Balanced Score Card

Mrs. Schreiber presented updates on the Balanced Scorecard, comparing the baseline data presented last year to the target and achieved data from 2017-2018. The Balanced Scorecard measures the targets for the coming year as well as annual milestones. The Scorecard serves as an important tool for aligning our initiatives, gaining systematic feedback, and monitoring progress.

3.04 September 30th Unit Count/K-3 Class Size Analysis – 14 Del. Co 1705A/Guaranteed Unit Count and 98% Waiver Request – Del. C. 1704(4) (Resolution No 19-047)

On a motion by Mr. Christiansen, seconded by Mrs. Engel, and on a unanimous vote, the board adopted Resolution No. 19-047 approving waiver for 98% Factor – 14 Del. C. 1704(4) for Hartly Elementary School.

3.05 Discussion and Consideration for Approval of Notice of Special Election (Resolution No. 19-048)

On a motion by Mr. Christiansen, seconded by Mr. Taylor, and on a unanimous motion, the board adopted Resolution No. 19-048 directing the superintendent to work with Counsel and the Board of Elections to set up and to present at the December Board of Education meeting a final Notice of Special Election to be held on April 9, 2019 to include a Capital, Enhanced Funding, and an Operating portion as presented at the November meeting.

3.06 Legislative Priorities FY 19 (Third Reading) (Resolution No. 19-030)

On a motion by Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous vote, the board adopted Resolution No. 19-030 approving the district's Legislative Priorities FY 19 with the addition of creating within the unit count formula - funding for nurses (1 per 28.1 Units).

4.0 Adjournment

4.01 Adjournment

On a motion by Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous vote, the meeting was adjourned at 10:30 p.m.