

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, September 12, 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 Mrs. Engel, seconded by Dr. Jackson-Short, and on a unanimous vote, the Board entered public session at 5:30 pm in the board room. Roll call was conducted and Mr. Taylor was absent but arrived at 5:34 p. m.

1.02 Executive Session

On a motion by Dr. Jackson-Short, seconded by Mrs. Engel, 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. followed by the Pledge of Allegiance.

1.04 School, Student and Staff Recognition

None

1.05 School Updates

Dr. Henderson presented school updates for all schools.

1.06 Board President/Member Updates

Mrs. Engel

- Remembering 9/11 – hope everyone did something in remembrance to honor those who lost their lives.
- Noted that Jomelle Bowen and students in the Dover High School Print Shop program were featured in the Dover Post; Project Search students did a great job of stuffing the envelopes going out to every student with a letter containing all of the information each student/family needed for the beginning of the school year.
- Congratulated Carl Jester, named softball coach of the year for the State of Delaware, acknowledging the softball program at DHS has come a long way.
- Attended South's open house, was great; Kent County Secondary ILC's open house was terrific, served incredible food.

Mr. Taylor

- Thanked everyone for coming out. Requested everyone keep the families at Towne Point in their thoughts and prayers.
- Attended open houses at schools.
- Grateful for the assistance from those present in the room during his primary campaign.

Mr. Christiansen

- This year's opening ceremonies at Dover High School – best ever. Messages were phenomenal. Off to a great start. This is one of two times when all staff members get together. Would like to include everyone – custodians, child nutrition, bus drivers.

- Assisted with the Nor Enterprises book bag giveaways.
- Announced a couple of fund raisers for the Dover High School DHS Band Boosters and Baseball Boosters.
- Thanked all Capital staff members for their work hard.

Dr. Jackson-Short

- The opening ceremony was really great – showed that a lot of effort had been put in the planning of this event.
- District participated with Open Streets Dover, a community event, where over 300 book bags were distributed to students in the community.
- Serving on the committee which has been planning Capital's Million Father March and is looking forward to this event.
- She knows of some men who are willing to volunteer in schools – please contact her if you need men for volunteers.

Mr. Martin

- Attended open houses.
- Looking forward to Million Father March.
- Exciting time of the year, it is ours to make it a great year.
- Enjoyed being with new teachers, got a sense of all things are possible.
- Thanked Mr. Taylor for his campaign, believe the board will embrace the challenge to serve community.
- Thanked Dr. Jackson-Short for the NCALL community gathering.
- Thanked Mr. Christiansen for his comments, particularly those regarding the inclusion of all employees.
- It is evident that staff members in all schools work together.
- Thanked Dr. Shelton and Mr. Giddens for their leadership in working through the tragedy that occurred at Towne Point Elementary.
- Thoughts and prayers are with those people in the path of the hurricane.

1.07 Superintendent Update

Dr. Shelton

- Administrators and staff Spent a lot of time this summer preparing for the opening of the new school year, thanked everyone for a great opening.
- Safety Monitor Program – got a lot of positive response about it; received all constable certifications, classifications and badges are in. Very happy with the relationships constables are building throughout the schools.
- Capital was awarded part of a grant that DOE submitted, SAMSA Grant, a 1.8 million dollar grant, which will provide significant support around social and emotional learning, partnering with Youth and Families Department and two other school districts.

1.08 Public Comment (Limited to 3 minutes per speaker)

Mrs. Tammy Augustus spoke of appreciation to the Board members, Dr. Shelton and Dr. Henderson and, on behalf of the Hartly staff, presented each one with a decorative wooden image of Hartly Elementary School.

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. Christiansen, seconded by Mr. Taylor, and on a unanimous vote, the board approved Consent Items as presented.

2.01 Personnel (Resolution No. 19-024)

CERTIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. McCracken	William	Math/Science Teacher	August 20, 2018	WHMS
2. Stephan	Kathleen	Transition Teacher (7-12)	August 20, 2018	DO

B. New – Temporary

1. Benitez-Lorenzo	Francesca	Teacher – 3 rd Grade	August 20, 2018	South
2. Brice	Tammy	Spec Ed Teacher	August 20, 2018	WHMS
3. Celestin	Abdullah	French Teacher	September 20, 2018	DHS
4. Chapin	Kathryne	Teacher – Math/Science	August 20, 2018	WHMS
5. Edwards	Micah	Spec Ed Teacher	August 20, 2018	DHS
6. Franke	Amber	Music Teacher	August 20, 2018	East/BTW
7. Hicks	Earl	Science Teacher	August 20, 2018	CMS
8. Mancino	Nicole	Educational Diagnostician	TBD	WHMS
9. Mumford	Charles	Math/Spec Ed Teacher	September 4, 2018	CMS
10. Pickett	Ryan	Social Studies Teacher	August 20, 2018	CMS
11. Pollock	Francis	Math Teacher	August 20, 2018	DHS
12. Salaberrios	Jazmin	Music Teacher	August 20, 2018	South
13. Sanchez	Guadalupe	Spanish Teacher	September 10, 2018	DHS
14. Savage	Cameron	Teacher	September 10, 2018	North
15. Scott	Taresha	ILC Teacher	August 20, 2018	WHMS
16. Smith	Charles	Culinary Arts Teacher	August 20, 2018	DHS
17. Wilson	Rachel	Spec Ed/EL Teacher	September 12, 2018	East

C. Recall

1. NONE

D. Rehire – Regular

1. Brown	Tiffany	Kindergarten Teacher	August 20, 2018	South
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E. Rehire – Temporary

1. NONE

F. Return from Leave

1. Maloney	Megan	Teacher	September 4, 2018	WHMS
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G. E.P.E.R.

1. District Employees				
a. Bracy	April	21 st Century Teacher 1 hour per day	2018-2019 SY	WHMS
b. Brown	Michael	21 st Century Teacher	2018-2019 SY	DHS
c. Carter Heath	Krystal	21 st Century Coordinator	2018-2019 SY	DHS
d. Henry	Dwayne	21 st Century Coordinator	2018-2019 SY	East
e. Miller	Heidi	21 st Century Teacher	2018-2019 SY	East
f. O'Reilly	Julie	21 st Century Teacher	2018-2019 SY	East

g.	Spence	Andrea	21 st Century Coordinator	2018-2019 SY	WHMS
2.	Non-District Employees				
a.	Burgest	Karen	21 st Century Asst. Coord.	2018-2019 SY	DHS
b.	Heath	Shelly	21 st Century Asst. Coord.	2018-2019 SY	WHMS
c.	Mace	Sherry	CTE – Clinical Nurse Instr. 8-12 hours/week	2018-2019 SY	DHS

II. CHANGE IN ASSIGNMENT

A. Classification

1.	Jamerson	Julie	Educational Diagnostician From Spec Ed at East	September 2018	WHMS
2.	Peppard	Apryl	Elementary Cadre From Education Diagnostician at South	August 20, 2018	DO
3.	Scott	Susan	Teacher KCCS to Math Interventionist at WHMS	PENDING	WHMS

B. Job Title

1. NONE

C. Condition of Employment

NONE

III. LEAVES

A. FMLA/STD/Workers Comp

1.	Naftzinger	Marcie	Psychologist	September 11, 2018	DO
2.	Nelson	Courtney	Teacher	August 24, 2018	FV
3.	Nichols	Pam	Teacher	September 12, 2018	DO
4.	Skripko	Jennifer	Teacher	August 20, 2018	DHS
5.	Skripko	Robert	Teacher	September 4, 2018	KCCS
6.	Swetland	Stephine	Teacher	August 20, 2018	KCCS
7.	Tierson	Amy	Teacher	Intermittent	BTW
8.	Tooles	Melissa	Counselor	August 20, 2018	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. Cecil	Robert	Spanish Teacher	Sept. 16, 2018	DHS
2. Cosey	Catrina	Teacher	PENDING	WHMS
3. Haltom	Cristel	21 st Cent Coord.	August 31, 2018	WHMS
4. Johnson	Nicole	Teacher	September 7, 2018	North
5. LaPenta-Pitts	Maia	Teacher	PENDING	North
6. Magagnotti	Salina	Teacher	August 7, 2018	South
7. Ruth	Amy	Teacher	August 10, 2018	CMS
8. Tolbert	Loretta	Teacher	August 17, 2018	WHMS

VI. EXTENSION OF CONTRACT

1. NONE

VII. TENURE

1. NONE

VIII. EXPIRATION OF CONTRACT (Temporary Contracts)

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. Broughton	Lakeia	Office Para – PT/29 hrs.	September 4, 2018	TP
2. Dixon	Darryl	Custodian – Night Shift	September 24, 2018	DHS
3. Grant	Elvira	Custodian – Night Shift	September 10, 2018	South
4. Jackson	Regina	Custodian – Night Shift	October 1, 2018	North
5. Wise	Derek	Custodian – Night Shift	October 1, 2018	DHS

B. New – Temporary

1. Barnes	Brandon	Title I Para – PT/29 hrs.	September 10, 2018	East
2. Busby-Hamilton	Chariss	General Worker – PT/4 hrs.	August 20, 2018	North

3.	Cubbage, Jr.	Joseph	General Worker – PT/4 hrs.	September 4, 2018	District
4.	Duffy	Thaddeus	ILC Para – PT/29 hrs.	September 12, 2018	East
5.	James	Julienn	Extra Support Para PT/29 hrs.	September 4, 2018	KCCS/WHMS
6.	Johnson	Ramon	ILC Para – PT/29 hrs.	September 10, 2018	East
7.	Jones	Nolan	Classroom Aide PT/15-20 hrs.	September 10, 2018	KCCS/BTW
8.	Mijares	Maria	Extra Support Para – FT	August 20, 2018	South
9.	Miller	Stephanie	Classroom Aide PT/15-20 hrs.	September 10, 2018	KCCS
10.	Roach	Tina	Extra Support Para PT/29 hrs.	TBD	DHS
11.	Schukoske	Gavin	Paraprofessional	October 1, 2018	KCCS/DHS
12.	Williams	Danielle	Title I Para – PT/29 hrs.	August 20, 2018	South

C. Recall

1. NONE

D. Rehire – Regular

1. NONE

E. Rehire – Temporary

1.	Baynard	Keisha	Homeless para – PT/29 hrs.	August 20, 2018	DO
2.	Cloak	Jamie	Paraprofessional – PT/29 hrs.	August 20, 2018	KCCS/BTW
3.	Nelson	Keyonna	Paraprofessional – PT/29 hrs.	August 20, 2018	KCCS/BTW
4.	Ramirez	Magan	Paraprofessional – PT/29 hrs.	August 20, 2018	KCCS/WHMS
5.	Simek	Wendy	Title I Para – PT/29 hrs.	August 20, 2018	South

F. Return from Leave

1. NONE

G. E.P.E.R.

1. District Employees

a.	Boyd	Cheston	21 st Century Paraprofessional	2018-2019 SY	CMS
b.	Canfield	Jocelyn	21 st Century Paraprofessional	2018-2019 SY	East
c.	Chavis	Issiah	21 st Century Paraprofessional	2018-2019 SY	CMS
d.	Fulgham	Melissa	21 st Century Paraprofessional	2018-2019 SY	East
e.	Henry	Dwayne	Assistant Boys Soccer Coach	2018-2019 SY	CMS
f.	McLemore	Wanda	21 st Century Paraprofessional	2018-2018 SY	East
g.	Morsberger	Michael	21 st Century Paraprofessional	2018-2019 SY	WHMS
h.	Powell	Kimberly	21 st Century Paraprofessional	2018-2019 SY	East
i.	Stevens	Barbara	21 st Century Paraprofessional	2018-2019 SY	East
j.	Turner	Markland	21 st Century Paraprofessional	2018-2019 SY	CMS

1. Non-District Employees

a.	Brenner	Melissa	21 st Century Paraprofessional	2018-2019 SY	WHMS
b.	Chandler	Vincent	21 st Century Paraprofessional	2018-2019 SY	East
c.	Santiago	Shanyra	21 st Century Paraprofessional	2018-2019 SY	East

II. CHANGE IN ASSIGNMENT

A. Classification

- | | | | | | |
|----|----------|-----------|--|--------------------|------|
| 1. | Fulgham | Melissa | Kindergarten to Pre-K Para
PT to FT | August 20, 2018 | East |
| 2. | Hamlett | Christina | PT Title I para to
PT Kindergarten para | September 10, 2018 | East |
| 3. | Monsanto | Allessio | ILC Para – PT to FT | August 20, 2018 | WHMS |

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. FMLA/Medical/Workers Comp

- | | | | | | |
|----|-----------|----------|------------------|-------------------|--------|
| 1. | Bowman | Cheryl | Child Nutrition | August 20, 2018 | CMS |
| 2. | Heritage | Matthew | Custodian | August 21, 2018 | Hartly |
| 3. | Hutson | Lisa | Paraprofessional | August 20, 2018 | DHS |
| 4. | Simonetti | Kaitlyn | Paraprofessional | August 20, 2018 | KCCS |
| 5. | Stanley | Charisse | Custodian | September 5, 2018 | WHMS |
| 6. | Tinger | Rebecca | Paraprofessional | Intermittent | KCCS |
| 7. | Vinson | Larry | Maintenance | July 12, 2018 | DO |
| 8. | Woodward | Charles | Safety Monitor | June 4, 2018 | DO |

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. | Crowley | Brian | Paraprofessional – PT | August 20, 2018 | DHS |
| 2. | Hacker | Courtney | 1:1 Extra Support Para | August 17, 2018 | KCCS/WHMS |
| 3. | Lyons | Jennifer | 1:1 Extra Support Para | August 21, 2018 | KCCS |
| 4. | Olsen | Ray | Technology | August 31, 2018 | DO |
| 5. | Otto | Carrie | PreK Paraprofessional | August 10, 2018 | East |
| 6. | Prokopius | Megan | Paraprofessional | August 17, 2018 | Hartly |

V. PENSIONS

A. Disability

1. NONE

B. Service Pension

1. NONE

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. Custodian Notice of Intent to Terminate Neglect of Duty/Job Abandonment TP

2.02 School Choice (Resolution No. 19-025)

School Choice Accept 2018-2019 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside District
012101	3	Booker T. Washington Elementary School	Invite	Inside
214391	1	East Dover Elementary School	Invite	Inside
300759	3	Fairview Elementary School	Invite	Inside
555766	3	Fairview Elementary School	Invite	Inside
602350	2	Hartly Elementary School	Invite	Inside
232445	K	North Dover Elementary School	Invite	Inside
307158	K	North Dover Elementary School	Invite	Inside
555770	K	North Dover Elementary School	Invite	Inside
287324	1	North Dover Elementary School	Invite	Inside
136145	2	North Dover Elementary School	Invite	Inside
300752	2	North Dover Elementary School	Invite	Inside
155496	2	North Dover Elementary School	Invite	Outside
365415	5	William Henry Middle School	Invite	Outside
243485	6	William Henry Middle School	Invite	Outside
123005	10	Dover High School	Invite	Outside
258884	10	Dover High School	Invite	Outside
120142	10	Dover High School	Invite	Outside
100168	11	Dover High School	Invite	Outside

School Choice Denied 2018-2019 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside District
243342	1	East Dover Elementary School	Denied	Inside
307694	1	Fairview Elementary School	Denied	Inside
296526	3	North Dover Elementary School	Denied	Inside
48117	3	South Dover Elementary School	Denied	Inside
86250	10	Dover High School	Denied	Outside
047268	10	Dover High School	Denied	Outside

2.03 Financial Reports – July 31, 2018 and August 31, 2018 (Resolution No. 19-026)

Financial reports for July 31, 2018 and August 31, 2018 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education Meeting August 15, 2018 and special Board of Education Meeting August 8, 2018 (Resolution No. 19-027)

Minutes of executive and public sessions of regular Board of Education meeting on August 15, 2018 and special board meeting of August 8, 2018 were approved.

2.05 Field Trips (Resolution No. 19-028)

The following field trips were approved:

Dover High School Peer Group Connection students and staff to Worton, MD, September 10-12, 2018

Dover High School Music Department to Virginia Beach, VA, April 11-14, 2019

2.06 Student Disciplinary Matters (Resolution No. 19-029)

None

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

3.01 Strategic Plan SI3 – Senator Pride – Quarterly Update

Dr. Henderson, Ms. Cooke, Mrs. Guinn, Mr. Montano and Mrs. Burgoyne presented a quarterly update of Strategic Plan Strategic Intent 3 Senator Pride with updates for each of the groups currently working and associated with SI3:

3.1 Recruitment & Retention of Teachers/Staff

3.2 Family/Community Collaboration

3.3 Marketing and Branding

3.4 Educator Equity Work

3.02 District Delaware System of Student Assessments (DESSA) Results

Mrs. Schreiber reviewed the 2017-2018 results of Capital's DESSA assessments including SMARTER, SAT, DCAS, and DCAS-ALT1, and ACCESS test results. ACCESS results show an increase in the percentage of students scoring at a language proficiency level of 3 and above. Mr. Dunford and Mrs. Schreiber identified the curriculum and instruction focuses for secondary schools and elementary schools respectively.

3.03 September 30th Unit Count Update

Ms. Cooke presented a Unit Count Update as of September 12, 2018. Unit count is the process of counting eligible students who are being serviced by the District, as of September 30th, for the purposes of allocating staff and other resources to the District and its schools. This year's Unit Count begins Monday, September 17, and ends Friday, September 28.

3.04 Legislative Priorities FY 19 (First Reading) (Resolution No. 19-030)

On a motion by Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous vote, the board tabled legislative Priorities FY 19, Resolution No. 19-030, until October meeting.

3.05 Revisions – Policy #400-09 Volunteer Application (Second Reading) (Resolution No. 19-022)

On a motion by Mr. Christiansen, seconded by Mr. Taylor, and on a unanimous vote, the board suspended the rules under Policy #100-25 to allow a vote on Resolution No. 19-022.

On a motion by Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous motion, the board adopted Resolution No. 19-022 approving Revisions – Policy #400-09 Volunteer Application to become Policy #400-09 Volunteer Policy with application attached.

**3.06 Revisions – Policy #300-14 District Citizens Budget Oversight Committee (Second Reading)
(Resolution No. 19-023)**

On a motion by Mr. Christiansen, seconded by Mr. Taylor, and on a unanimous vote, the board suspended the rules under Policy #100-25 to allow a vote on Resolution No. 19-023.

On a motion by Mr. Christiansen, seconded by Mr. Taylor, and on a unanimous vote, the board adopted Resolution No. 19-023 approving Revisions – Policy #300-14 District Citizens Budget Oversight Committee.

In closing, Mr. Martin thanked Mr. Giddens, Principal of Towne Point Elementary School, for his work during and after the tragic event at Towne Point which occurred in the late evening when no students were present.

4.0 Adjournment

4.01 Adjournment

On a motion by Taylor, seconded by Jackson-Short, and on a unanimous vote, the meeting was adjourned at 10:17 p.m.