

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

BOARD OF EDUCATION

Felecia R. Duggins, President
Sean P. M. Christiansen, Vice
President
Dr. Chanda Jackson
Dr. Anthony J. DePrima
Vickie L. Pendleton

Wednesday, April 16, 2025
In-Person/Live Stream Meeting
Administrative Office
MINUTES



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

Board Members Present:

Ms. Duggins
Mr. Christiansen
Dr. Jackson
Dr. DePrima
Ms. Pendleton

Also Present:

Dr. Victor T. Cahoon, Superintendent of Schools

1.0 Open Session

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board entered open session at 5:32 p.m.

1.01 Roll Call – Establishment of a Quorum

On a roll call vote of 5/0: Ms. Pendleton – present; Dr. DePrima – present; Dr. Jackson – present; Mr. Christiansen – present; Ms. Duggins – present, quorum was established.

1.02 Executive Session

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the Board entered closed session at 5:33 p.m.

1.03 Reconvene Open Session

Ms. Duggins reconvened the meeting at 7:10 p.m. followed by the Pledge of Allegiance, led by Dr. DePrima.

Vice President Sean Christiansen announced that the board will be going back into executive session after the close of public session and will reconvene into open session to adjourn the meeting only.

1.04 Recognitions – Board of Education recognized the following students and staff members:

- **Dover Middle School JDG Students – first place in Service Projects at the Delaware Career Association Competition**
 - Kerianna Berny
 - Jurnee Harmon
 - A’Ziah Pritchett
 - Star Naranjo, JDG Teacher
- **Ms. Dasianee Gavin – Science Teacher-DMSC – 2025 State Finalist Presidential Awards to Excellence in Mathematics and Science Teaching**
- **Dover Middle School Math League 7th Grade Team – 2nd Place in Region at State Competition**
 - Alexander Beachy
 - Cruz Boateng
 - Fon Greenfield Mokom
 - Shiv Patel
 - Deeya Shah
 - Robert Stewart, Coach

- **Dover High School Math League Team – 2nd Place in Region at State Competition**
 - Dominic Simmons
 - Zionne Malloy
 - Jalia' McNair
 - Tabaris Malloy
 - Kaille Rotolo
 - Adam Kelly, Coach
 - Kimberly Parker, Coach

1.05 Presentations

- **Christopher Sweet, Dover High School student and Eagle Scout:**
 - Presented proposed project to build an ADA compliant pathway in the courtyard at Booker T. Washington Elementary School.
- **Lenita McIntyre, Principal – South Dover Elementary School:** presented slides regarding South Dover Elementary.
 - Serves grades K-4 with 608 students
 - Presented Reading and Math Data comparison between Beginning of the Year to Middle of the Year
 - Celebrations and Areas of Growth
 - School Climate & Culture
 - Student Support Services
 - Behavior Data & Discipline
 - Special Education
 - Community Partnerships and Family Events
- **James Baustert, Supervisor of Buildings and Grounds:** presented slides regarding the Buildings and Grounds Department
 - Mission
 - Footprint
 - Goals and Focus Areas
 - Leadership Team
 - Staff Members
 - Achievements & Successes
 - Current Projects
 - Challenges & Opportunities
 - Growth & Development
 - Summary

1.06 Superintendent Update - Dr. Victoir Cahoon, presented the Superintendent Update:

- Attendance at meetings and events
- Joined the Dover Middle School Campus 7th Grade Math League Team as they received their award for second place in the region at the State Competition.
- Highlighted Upcoming Events

1.07 Board President – Member Updates

Ms. Pendleton

- Judged the door contest at Booker T. Washington Elementary School
- Attended the Community Arts day at Dover Middle School Campus

- Visited Dover High School where a former graduate of DHS, Daniel Valenti, who will be retiring from the Coast Guard in the very near future, had his last flight to Dover High School. Invited students included the AFJROTC and students who are interested in the military.

Dr. DePrima

- Visited two schools and at South Dover, worked with the book fair, and assisted 2nd graders in selecting their books to purchase.
- Took a trip and visited a two-room school on the banks of the Yukon River. The students at this school had virtually no supplies, teacher was using whiteboards. The school did have a library full of books and I was able to read to the students. There was one teacher per room with 30-40 students. This was a moving experience, so different from the schools here.

Dr. Jackson

- Dr. Jackson suggested the board hear a presentation from the Human Resources Department covering hiring practices, etc.

Mr. Christiansen

- Attended the National School Boards Association Conference. Will report on the conference at the May meeting.
- Suggested that everyone vacate their jobs during spring break to recharge and come back strong for the remainder of the school year

Ms. Duggins

- Rest, renew and rejuvenate over spring break.
- Attended the Dover High School musical performance.
- Attended the Dover Middle School Campus soccer game.
- Reminded everyone of the Dover High School Culture Night on April 17, 2025.
- Thank you for everything you do.

1.08 Public Comment

Velvet Siegel – spoke regarding concerns of asynchronous days in the school calendar.

Shaniqua Myles – spoke regarding systematic issues in the schools.

Tammy Mack – spoke regarding concerns that parents feel unheard and neglected. Students need to know they are loved. Teachers and staff need to build a trusting relationship with families and the community.

Donna Johnson Geist – spoke regarding her Senator pride as a graduate of Dover High School. As a candidate for the School Board seat, she is looking to giving back to the community. She noted that the district has successes to celebrate and emphasized the importance of students being in 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 Dr DePrima, and on a unanimous vote, Consent Items 2.01, 2.02, 2.04, 2.05 ad 2.06 were approved and Consent Item 2.03 was moved to Action/Discussion/Information Item 3.06 with the same resolution number.

2.01 Personnel (Resolution No. 25-099)

Approval for Administrative Personnel, Certified Personnel, and Classified Personnel as listed, pending criminal reference checks and verification of certification as needed.

ADMINISTRATIVE PERSONNEL

BOARD OF EDUCATION APPROVAL IS RECOMMENDED FOR ADMINISTRATIVE PERSONNEL AS LISTED, PENDING CRIMINAL REFERENCE CHECKS AND VERIFICATION OF CERTIFICATION.

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Houston	Michelle	Associate Principal	March 11, 2025	KCCS
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V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Montano	Eugene	Director of Instruction	July 1, 2025	DO
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C. Vested Pension

1. NONE

CERTIFIED PERSONNEL

BOARD OF EDUCATION APPROVAL IS RECOMMENDED FOR CERTIFIED PERSONNEL AS LISTED, PENDING CRIMINAL REFERENCE CHECKS AND VERIFICATION OF CERTIFICATION.

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1. NONE

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1. Jones-Parks	Ashley	21 st Century Teacher	Mar. 17, 2025	DMSC
2. Lambert	Candice	Course Recovery Teacher	April 15, 2025	DHS

b. Non-District Employees

1. Burton	Rosalynn	21 st Century Teacher	April 15, 2025	East
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II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. NONE

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

- | | | | | |
|--------------|----------|------------------|----------------|--------|
| 1. Brown | Taylor | Teacher | April 11, 2025 | North |
| 2. D'Antonio | Lauren | Teacher | April 9, 2025 | South |
| 3. Gray | Ioma | Teacher | March 24, 2025 | DMSC |
| 4. Leone | Wendy | Teacher | March 25, 2025 | Hartly |
| 5. Staab | Kristina | Occup. Therapist | April 9, 2025 | BTW |

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. Beachy | Abigail | Occup. Therapist | Mar. 25, 2025 | KCCS |
| 2. Forston | Anna | Teacher | April 6, 2025 | North |
| 3. Jones | Tracy | Teacher | April 7, 2025 | DHS |

IV. RESIGNATIONS

- | | | | | |
|---------|---------|---------|---------------|-------|
| 1. Hall | Crystal | Teacher | Mar. 28, 2025 | North |
|---------|---------|---------|---------------|-------|

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

- | | | | | |
|-----------|----------|---------|--------------|--------|
| 1. Bates | Michelle | Teacher | July 1, 2025 | East |
| 2. Black | Trina | Teacher | July 1, 2025 | TP |
| 3. Booton | Paul | Teacher | July 1, 2025 | DHS |
| 4. Card | Dawn | Library | July 1, 2025 | FV |
| 5. Henry | Kim | COTA | July 1, 2025 | DO |
| 6. Leone | Wendy | Teacher | July 1, 2025 | Hartly |
| 7. McCrae | Brian | Teacher | July 1, 2025 | East |

8. McParlin	Julie	Teacher	July 1, 2025	DHS
9. Tapert	Christine	Teacher	July 1, 2025	South
10. Taylor	Tammy	Guidance	July 1, 2025	South
11. Winkleblech	Andrea	Specialist	July 1, 2025	DO

- B. Job Title
1. NONE

- C. Condition of Employment
1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Burgoyne	Alanna	Paraprofessional	April 10, 2025	East
2. Cox	Jalen	Paraprofessional	March 26, 2025	WH-SSU
3. Dayd	Anijiah	Paraprofessional	March 24, 2025	KCCS
4. Moorman	Julianna	Paraprofessional	March 25, 2025	KCCS
5. Rice	Abbey	Paraprofessional	March 12, 2025	KCCS

- 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. Aspinwall	Cinthia	Child Nutrition	April 15, 2025	WHC
2. Cornelius	Lawrence	Transportation	April 7, 2025	DO
3. Emory	Stacy	Paraprofessional	Mar. 19, 2025	East
4. Gott	Christina	Paraprofessional	April 7, 2025	North
5. Monsanto	Allanio	Paraprofessional	Mar. 31, 2025	KCSILC
6. Ogden	Lori	Paraprofessional	March 23, 2025	North
7. Smith	Stephanie	Paraprofessional	April 7, 2025	KCCS
8. Speights	Chester	Transportation	April 7, 2025	DO
9. Wright	Margaret	Paraprofessional	March 21, 2025	KCCS

IV. RESIGNATIONS

- A. NONE

V. PENSIONS

Disability/Service/Vested

- A. Disability
1. NONE

B. Service Pension

1. Bailey	Hope	Paraprofessional	July 1, 2025	South
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C. Vested Pension

1. NONE

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

1. See attached list

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

1. TERM 4.16.25 – 1 Child Nutrition – STD exhausted March 28, 2025 North

2.02 School Choice (Resolution No. 25-100)

None presented for this board meeting.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting March 19, 2025 and minutes of special Board of Education meeting March 10, 2025 (Resolution No. 25-102)

Minutes of executive and public sessions of regular Board of Education meeting March 19, 2025 and minutes of special Board of Education meeting March 10, 2025 were approved.

2.05 Field Trips (Resolution No. 25-103)

The following field trips were approved:

William Henry Campus students to OM World Finals to East Lansing, MI, May 20-25, 2025.

Dover Middle School Campus 21st Century students to Washington, DC, April 23, 2025

Fairview Elementary School Chorus Members to Hershey, PA, May 17, 2025

East Dover Elementary School 1st graders to Salisbury, MD, June 4, 2025

Dover High School Culinary Students to Museum of Food & Drink, New York, NY, May 16, 2025

Dover High School Senior Class of 2025 to Hershey, PA, May 24, 2025

North Dover Elementary Chorus to Silver Springs, MD, May 31, 2025

2.06 Waiver for Building Use Rentals (Resolution No. 25-104)

None

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

3.01 Updates Central Campus Renovations and Change Orders (Resolution No. 25-105)

Mr. Mark Johnson presented the updates Central Campus renovations as follows:

Mr. Johnson also presented one change order.

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 25-105 approving Change Order Number E2-01 for L. Wilson Masonry Inc. in the amount of \$146,000.00.

3.02 Draft 2025-2026 Student Success Guide (First Reading) (Resolution No. 25-106)

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, action on the Draft 2025-2026 Student Success Guide (Resolution No. 25-106) was deferred until the May 7, 2025 Board of Education meeting.

3.03 School Discipline Improvement Program (SDIP) (Dover High School and Kent County Secondary ILC (First Reading) (Resolution No. 25-107)

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, action on School Discipline Improvement Program (SDIP) (Dover High School and Kent County Secondary ILC) (Resolution No. 25-106) was deferred until the May 7, 2025 Board of Education meeting.

On a motion by Dr. DePrima, seconded by Mr. Christiansen, and on a unanimous vote, Agenda Item 3.06 Financial Reports – March 31, 2025 (Resolution No. 25-101) was moved for
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action/discussion/information before Agenda Item 3.04.

7.06 Financial Reports – March 31, 2025 (Resolution No. 25-101)

Dr. DePrima questioned the encumbered ESSER \$2.1 million federal funds in regards to whether the district will receive these funds. Mr. Kuforiji reported this issue may go unresolved for an extended period of time.

On a motion by Mr. Christiansen, seconded by DePrima, and on a unanimous vote, the Financial Reports for March 31, 2025 were approved as presented.

3.04 Maintenance and Repair Plan Required for SB270 (Resolution No. 25-108)

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 25-108 amending the plan itself to use \$300,000 in FY 26 for district wide HVAC and air quality improvements instead of using these funds for re-striping of parking lots.

3.05 School District Financial Position Report (Resolution No. 25-109)

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 25-109 approving the School District Financial Position Report May 1, 2025 to be submitted to the Department of Education.

Ms. Pendleton not available for this vote.

4.0 Adjournment

4.01 Adjournment

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the meeting was adjourned at 10:26 p.m. It was noted that the Board of Education was going back into Executive Session and would return to Open Session but would not take any action other than to adjourn the meeting.

The Board of Education returned to Open Session and on a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the meeting was adjourned at 11:40 p.m.