

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, February 19, 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 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 5:33 p.m.

1.01 Oath of Office/Swearing in of Vickie L. Pendleton

Ms. Duggins officially conducted the Swearing in of Vickie L. Pendleton to fill the vacancy on the school board through June 30, 2025.

1.02 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.

1.03 Executive Session

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the Board entered closed session at 5:37 p.m.

1.04 Reconvene Open Session

Ms. Duggins reconvened the meeting at 6:32 p.m. followed by the Pledge of Allegiance.

1.05 Ceremonial Oath of office/Swearing in Ceremony for Vickie L. Pendleton

Ms. Duggins conducted the ceremonial swearing in of Vickie L. Pendleton to fill the vacancy on the school board through June 30, 2025.

1.06 Recognitions

- Capital staff members who participated in and successfully completed the LETRS Literacy Training Course
 - Mrs. Cathy Schreiber, Director of Elementary Curriculum, Instruction and Assessment, recognized forty (40) Capital educators who completed LETRS training in Volume 1, Volume 1 & Volume 2, Early Childhood, and Administration. LETRS Literacy Training is Language Essentials for Teachers of Reading and Spelling.
- School Counselors
 - Mr. Ade Kuforiji, Chief Financial Officer, recognized all school counselors in celebration of National School Counselors Week February 3-7, 2025.
- Transportation Staff Members
 - Mr. Damien Burke, Chief Operations Officer, recognized Capital's Transportation Department in celebration of Love the Bus Month February 2025.

1.07 Presentations

- Transportation Department

- Mrs. Tiffany Hamm, Supervisor of Transportation, presented a power point which included:
 - Department Overview
 - Transportation Team
 - Recent Achievements
 - Current Projects and Initiatives
 - Challenges/ Solutions and Strategies
 - Data and Metrics
 - Goals for Upcoming Year/Next Steps

1.08 Superintendent Update

- Dr. Victor Cahoon, presented the Superintendent Update:
 - Attendance at meetings and events
 - Dover High School Boys Basketball Senior Night
 - Upcoming Events

1.09 Board President – Member Updates

Ms. Pendleton

- Expressed thanks to the board members for their confidence in her through appointing her on February 6, 2025 to fill the vacant seat on the Board of Education through June 30, 2025.

Dr. DePrima

- Congratulated and welcomed Ms. Pendleton to the board.
- Had really good candidates who applied and were interviewed to fill the vacant seat on the board. Appreciated the thorough process that was conducted.
- There will be two open seats on the board for which candidates can register. Dr. DePrima will not be running for another term as a member of the Board of Education.

Dr. Jackson

- Welcome to Ms. Pendleton, looking forward to working with her.
- Good to see everyone at the meeting.
- Day of Service at Towne Point Elementary, hosted by Governor-Elect Matt Meyer, was a great event, an opportunity to give back, and a nice day of service.

Mr. Christiansen

- Attendance at the Day of Service at Towne Point was really neat, lot of district office staff attended, principals, and Capital families. The event was really important for self-reflection, a day to learn from each other.
- Night to Shine evening provided an opportunity for attendees to dress up, walk in on the red carpet and enjoy a catered dinner by the Dover High School Culinary Department. Members of the Dover High School swim team also volunteered to assist in this event.
- Requested that the district staff look at the policies and bring them up to date by making this a priority into the coming year.

Ms. Duggins

- Welcome to Ms. Pendleton; had a lot of good candidates to choose from.
- Attended the Dr. Martin Luther King, Jr. prayer breakfast, was a nice event.
- Also participated in the Community Day of Service at Towne Point Elementary School. It was nice to see the community come together.

1.10 Public Comment

Ms. Mozella Richardson Kamara spoke and urged the Capital School District committee to consider registering as a candidate for the Board of Education election to be held in May, 2025. Also requested the Transportation Department look into training for staff in regards

to learning how to support the behavior and needs of the students riding their buses.
Including the protocols to follow when a child is left on the bus.

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. Jackson, and on a unanimous vote, Consent Items were approved as presented.

2.01 Personnel (Resolution No. 25-078)

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.

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. Jones-Parks	Ashley	Teacher – Spec Ed	March 10, 2025	MSE
2. McLaurin	Jasmine	Spec Ed Coord.	March 10, 2025	MSE
3. Prince	Ameenah	School Psych – Hybrid	March 3, 2025	DO
4. Rosenberg	Miriam	Occup. Therap – PT	March 10, 2025	DO

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1. NONE

b. Non-District Employees

1. Hampton	Latonya	21 st Century Teacher	February 2025	Hartly
------------	---------	----------------------------------	---------------	--------

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Batty	Branden	Teacher – Spec Ed From KCCS	February 3, 2025	MSI
2. LeMasters	Zoe	BCBA From Teacher	February 23, 2025	KCCS
3. McGrillis	Marie	BCBA From KCCS	March 3, 2025	DO
4. Vickers	Tanika	Certified Teacher From non-certified teacher	February 14, 2025	WHC

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Banta	Michelle	Teacher	February 19, 2025	KCCS
2. Christian	Melissa	School Nurse	January 27, 2025	KCCS
3. Durham	Rosemary	Teacher	January 24, 2025	Hartly
4. McFalls	Christina	Teacher	February 11, 2025	WHC
5. Rockwell (Carey)	Jennifer	School Nurse	January 28, 2025	DO

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. Buford	Elaine	Teacher	February 5, 2025	MSE
2. LeMasters	Zoe	Teacher	February 12, 2025	KCCS

IV. RESIGNATIONS

A. Briscoe	Kayla	Teacher	February 28, 2025	MSE
B. Ebersole	Amanda	Teacher	February 11, 2025	BTW
C. Kavleski	Denise	School Psychologist	February 28, 2025	DO
D. Reed	Andrea	Teacher	January 31, 2025	South
E. Wyche	Shezaray	Behavior Liaison	February 21, 2025	KCSILC

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. NONE

C. Vested Pension

1. NONE

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

1. NONE

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

1. NONE

CLASSIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. Corley	Dwayne	Constable	March 3, 2025	DHS
2. Krause	Lindsey	Bus Driver	February 18, 2025	DO
3. Wilkerson	Kareem	Constable	March 3, 2025	DHS

B. New – Temporary

1. Allen	Jordan	Extra Support Para	February 24, 2025	DHS
2. Barnes	Teona	Instructional Para	February 24, 2025	MSE
3. Chestnut	Andre	Extra Support Para	February 24, 2025	KCCS
4. Cohen	Matthew	Instructional Para	February 3, 2025	BTW
5. Craig	Kaylie	Office Para – PT	February 24, 2025	North
6. Criswell	Hayes	Extra Support Para	February 24, 2025	KCCS
7. Cruz-Tejeda	Carlos	Instructional Para	February 24, 2025	MSI
8. Daniels	Sanai	Extra Support Para	March 3, 2025	KCCS
9. Durant-Johns	Dorian	General Worker	January 27, 2025	BTW
10. Edwards	Sureya	Extra Support Para	January 27, 2025	MSI
11. Green	Quintel	Para-Restorative Ambass	March 5, 2025	MSE
12. Hodas	Jennifer	Extra Support Para	March 3, 2025	KCCS
13. Howard	Trey	Title I Para – PT	February 24, 2025	FV
14. Jeter	Jayda	Extra Support Para	February 24, 2025	KCCS
15. Jones	Alahna	Extra Support Para	March 3, 2025	KCCS
16. Martin	Dominique	Extra Support Para	March 3, 2025	KCCS
17. Mobley	Aaron	Title I Para-PT	March 3, 2025	South
18. Sanders	Eric	Instructional Para	March 3, 2025	DHS
19. Scott	Lacurtis	Extra Support Para	March 3, 2025	KCCS
20. Smith	Shamirah	Instructional Para	March 3, 2025	MSI
21. Sturgis	Geria	Paraprofessional-PreK	March 3, 2025	EC
22. Zeisloft	Erin	Paraprofessional-PreK	March 3, 2025	EC

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. Tribbett	David	General Worker	February 11, 2025	North
-------------	-------	----------------	-------------------	-------

E. E.P.E.R.

a. District Employees

1. Edwards	Sureah	21 st Century Para	February 2025	DMSC
2. Fortunate	Estabian	Head Coach-Baseball	Spring 2025	DMSC
3. Garner	Louis	Cafeteria Support	February 11, 2025	South
4. Hendricks	Diamond	21 st Century Para	February 2025	BTW
5. Newcome	Wayne	Head Coach-Track	Spring 2025	DMSC
6. Parks	Hailey	Head Coach-Soccer	Spring 2025	DMSC
7. Porter	Melinda	21 st Century Para	February 2025	DMSC
8. Stamas	Bryana	Head Coach-LAX	Spring 2025	DMSC
9. Talley	Dionna	Head Coach-Softball	Spring 2025	DMSC
10. Vidrine	Dalton	Head Coach-LAX	Spring 2025	DMSC

b. Non-District Employees

1. Aiken	Myles	21 st Century Para	February 2025	DMSC
2. Brown	Zuri	21 st Century Para	February 2025	DMSC
3. Cardenti	Jovanna	21 st Century Para	February 2025	DMSC
4. Gray	Jovanna	21 st Century Para	February 2025	DMSC
5. Gresham	J'Kara	21 st Century Para	February 2025	DMSC
6. Johnson	Robert	21 st Century Para	February 2025	DMSC
7. Plews	Addison	Classroom Support	March 24, 2025	BTW
8. Williams	Asad	21 st Century Para	February 2025	DMSC
9. Woodard	Alyssa	21 st Century Para	February 2025	DMSC

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Duke	Daniel	School Constable FT From PT float position	January 27, 2025	Hartly
2. Griffin	LaWanda	Instructional Para From MSI	February 3, 2025	KCSILC
3. Hammond	Dametra	Para-Restorative Ambass. From Para at KCCS	March 5, 2025	MSE
4. Hendricks	Diamond	Instructional Para FT From Office Para-PT at North	January 21, 2025	BTW
5. Jones	Lorraine	Instructional Para-FT From Title I Para-PT	February 1, 2025	South
6. Roper	Anthony	School Constable From Hartly	January 27, 2025	DMS

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Galante	Robin	Paraprofessional	January 14, 2025	BTW
------------	-------	------------------	------------------	-----

2.	Gott	Christina	Paraprofessional	January 9, 2025	North
3.	Hill	Candice	Transportation	January 28, 2025	DO
4.	Sherrod	Kelly	Paraprofessional	January 23, 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.	Heath	Dominique	Paraprofessional	February 18, 2022	WH-SSU
2.	Hodges	Jermaine	Paraprofessional	January 21, 2025	BTW
3.	Rice	Abbey	Paraprofessional	February 18, 2025	KCCS
4.	Walker	Christopher	Paraprofessional	February 18, 2025	South
5.	Yoder	Melissa	Paraprofessional	February 18, 2025	KCCS

IV. RESIGNATIONS

A.	Bain	Bruce	Paraprofessional	March 7, 2025	EC
B.	Brown	Dominique	School Constable	February 21, 2025	DHS
C.	Coker	Cheyenne	Paraprofessional	January 31, 2025	KCCS
D.	Dunston	Cynthia	Office Clerk	February 7, 2025	KCCS
E.	Gowens	Priscilla	Child Nutrition	February 19, 2025	MSE
F.	Johnson	Kylee	Paraprofessional	January 16, 2025	KCCS
G.	Kennedy	Arianna	Transportation	January 14, 2025	DO
H.	McCambridge	Maureen	Secretary	February 7, 2025	DO
I.	Phifield	Irving	Transportation	February 19, 2025	DO
J.	Roberts	William	Data Analyst	February 28, 2025	DO
K.	Shockley	Urias	Transportation	January 29, 2025	DO
L.	Tribbett	David	Child Nutrition	January 15, 2025	DO

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1.	Moore	Nancy	Paraprofessional	June 13, 2025	KCCS
----	-------	-------	------------------	---------------	------

C. Vested Pension

1. NONE

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

1. NONE

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

1. NONE

2.02 School Choice (Resolution No. 25-079)

2.03 Financial Reports – January 31, 2025 (Resolution No. 25-080)

Financial Reports for January 31, 2025 were approved.

2.05 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting January 15, 2025 and minutes of special Board of Education meetings January 22, 2025 and January 29, 2025 (Resolution No. 25-081)

Minutes of executive and public sessions of regular Board of Education meeting January 15, 2025 and special Board of Education meetings January 22, 2025 and January 29, 2025 were approved.

2.05 Field Trips (Resolution No. 25-082)

South Dover Elementary School 4th graders to Washington, DC, May 8, 2025

Dover High School Dance Students to National High School Dance Festival, Pittsburgh, PA, February 25-March 2, 2025

Dover High School Cheerleaders to Orlando, FL March 14-March 17, 2025

Towne Point Elementary Students to Music in the Park Competition, Hershey, PA, May 23, 2025

Booker T. Washington Elementary 4th grade/Alpha students to Washington, DC, June 3, 2025

2.06 Waiver for Building Use Rentals (Resolution No. 25-071)

None

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

3.01 Updates Central Campus Renovations and Change Orders (Resolution No. 25-084)

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

- Window/ EXT Door Replacement-Asbestos removal completed, demo of existing windows & lintels completed, window install 25% completed.
- Interior Renovations – Asbestos removal ongoing – 1st and 2nd floors of Area B have been completed, currently working on 3rd floor of Area B.
Demo has begun in the future new office areas. All acoustical tile has been removed.

Mr. Johnson also presented change orders.

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 25-084 approving Change Order E5-01 ALN Construction Inc. in the amount of \$307,082.00.

3.02 Presentation – ABHA Architects- William Henry Campus (Resolution No. 25-085)

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote the board adopted Resolution No. 25-085 approving the site considerations for the William Henry Campus – Kent County Intensive Learning Center and Kent County Community School as presented with the request to add two board members to the construction committee to be determined at a later date.

3.03 Proposed 2025-2026 School Calendar (Second Reading) (Resolution No. 25-072)

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board voted to suspend the rules according to Policy #100-25 and vote on the proposed 2025-2026 School Calendar after the second reading.

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 25-072 approving the 2025-2026 School Calendar Option A.

3.04 FY 2025 Final Budget (Resolution No. 25-086)

On a motion by Mr. Christiansen, seconded by Ms. Duggins, and on a vote of 4/1; Ms. Pendleton – yes;

Dr. DePrima – no; Dr. Jackson – yes; Mr. Christiansen – yes; Ms. Duggins – yes, the board adopted Resolution No. 25-086 approving the FY 2025 Final Budget.

3.05 National School Boards Association Conference April 4-6, 2025 (Resolution No. 25-087)

On a motion by Dr. DePrima, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 25-087 approving attendance of board members who choose to attend the National School Boards Association Conference April 4-6, 2025.

3.06 School Board Partners Conference July 11-13, 2025 (Resolution No. 25-088)

Motion by Dr. Jackson, seconded by Mr. Christiansen, and on a unanimous vote, the board adopted Resolution No. 25-088 approving attendance of board members to the School Board Partners Conference July 11-13, 2025.

~~3.07 Approval of New Superintendent Profile for Advertisement (Resolution No. 25-075)~~

Removed from the agenda and no action taken.

3.08 Ratification of Termination of Ray & Associates (Resolution No. 25-089)

On a motion by Dr. DePrima, seconded by Dr Jackson, and on a roll call vote of 5/0: Ms. Pendleton – yes; Dr. DePrima – yes; Dr. Jackson – yes; Mr. Christiansen – yes; Ms. Duggins – yes, the board adopted Resolution No. 25-089 approving the Ratification of Termination of Ray & Associates.

3.09 Appointment of Superintendent of Schools – Capital School District (Resolution No. 25-090)

On a motion by Mr. Christiansen, seconded by Dr DePrima, and on a unanimous vote, the board adopted Resolution No. 25-090 approving the appointment of Dr. Victoir T. Cahoon as Superintendent of Schools for Capital School District effective February 19, 2025.

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 9:00 p.m.