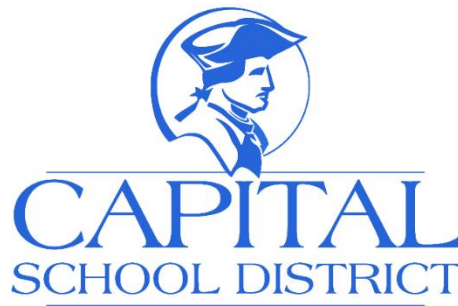


Capital School District
198 Commerce Way
Dover, DE 19904-3498



BOARD OF EDUCATION

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

Monday, July 7, 2025
In-Person/Live Stream Meeting
Administrative Office
MINUTES

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

Board Members Present:

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

Also Present:

Dr. Victor Cahoon, Superintendent

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 Oath of Office – New Board Member – Donna J. Geist

President Felecia R. Duggins conducted the Oath of Office for new board member, Donna J. Geist, to become officially sworn in as a member of the Capital School District Board of Education, effective as of July 1, 2025 through June 30, 2029.

1.02 Roll Call – Establishment of a Quorum

On a roll call vote of 5/0: Ms. Geist – present; Ms. Pendleton – present; Dr. Jackson – present; Mr. Christiansen – present; Mrs. Duggins – present, quorum was established. Mr. Christiansen announced he would be leaving the meeting at 6:45 p.m.

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 5:35 p.m.

1.04 Reconvene Open Session

Ms. Duggins reconvened the meeting at 6:30 p.m.

1.05 Ceremonial Swearing in of New Board Member Donna J. Geist

1.06 Reorganization of the Board of Education (Resolution No. 26-001)

Ms. Duggins nominated Dr. Chanda Jackson as President, motion was seconded by Mr. Christiansen and approved by roll call vote of 5/0: Ms. Geist – yes; Ms. Pendleton – yes; Dr. Jackson – yes; Mr. Christiansen – yes; Ms. Duggins – yes. Ms. Duggins nominated Mr. Christiansen for Vice President, motion was seconded by Ms. Pendleton and approved by roll call vote of 4/1: Ms. Geist – yes; Ms. Pendleton – yes; Dr. Jackson – yes; Mr. Christiansen – recuse; Ms. Duggins – yes.

On a motion by Dr. Jackson, seconded by Ms. Geist, and on a unanimous vote, the following board members will serve on committees as listed below:

President	Dr. Chanda Jackson
Vice President	Mr. Sean Christiansen
Committee	Name
Super Senator Day	Mr. Sean Christiansen
Calendar Committee	Ms. Vickie Pendleton
Student Success Guide Core Team	Ms. Felecia Duggins
Perkins Advisory Committee	Mrs. Donna Geist
Employee Recognition Committee	Mr. Sean Christiansen

Wellness Committee	Ms. Felecia Duggins
Teacher of the Year Committee	Ms. Vickie Pendleton
Strategic Intent 1	Ms. Felecia Duggins and Mrs. Donna Geist
Strategic Intent 2	Dr. Chanda Jackson and Ms. Vickie Pendleton
Strategic Intent 3	Mr. Sean Christiansen and Mrs. Donna Geist
Trauma and School Connectedness	Dr. Chanda Jackson and Ms. Felecia Duggins
Policy Committee	Dr. Chanda Jackson and Ms. Felecia Duggins
Village Committee	Dr. Chanda Jackson and Ms. Felecia Duggins
Construction	Ms. Felecia Duggins and Ms. Vickie Pendleton
Teaching and Learning	Ms. Vickie Pendleton and Ms. Felecia Duggins
Budget/Operating	Mr. Sean Christiansen and Mrs. Donna Geist
Board Development/Training	Ms. Felecia Duggins and Dr. Chanda Jackson
Parent/Community Engagement/Marketing	Dr. Chanda Jackson and Mrs. Donna Geist

1.07 Recognitions

Members of the Facilities team were recognized for completion of Certificates through the Delaware Department of Education in the following categories:

- General Housekeeping (Custodian Certificate)
- Plant Operations & Minor Maintenance (Asst. Chief Custodian Certificate)
- Advanced Maintenance & Supervision (Chief Custodian Certificate)

Members were: Andrew Murray, Patrick Smith, Asha Stevens, Kyle Johnson, Celia Robinson, and Keith White.

1.08 Superintendent Update

Dr. Cahoon presented the Superintendent's Update as follows:

- Attendance at meetings and events
- Update on Grade Reconfiguration
- Policy & Practice Institute
- Upcoming Events – Dover High School Summer Graduation on August 6, 2025

1.09 Board President – Member Updates

Ms. Geist

- It's a pleasure to be serving on the Board of Education
- On July 1, I hosted a discussion and idea event with constituents at Grotto Pizza, posted a survey and am gathering responses, looking forward to continuing this event every quarter.
- Will be attending the School Board Partners training at the end of this week.

Ms. Pendleton

- Announced the Back-to-School Event will be held on August 9, 2025 at Booker T. Washington Elementary School.

Ms. Duggins

- Welcomed Ms. Geist to the board, looking forward to working with her.

Dr. Jackson

- Welcomed Ms. Geist to the board, looking forward to working with her.
- Hope everyone is enjoying the summer.

1.10 Public Comment

Ms. Bessie Crain, representing the William Henry High School Alumni, spoke regarding the possibility of the William Henry building being demolished and requested that the building be renovated and/or restored as part of history.

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 Ms. Duggins, seconded by Ms. Pendleton, and on a unanimous vote, consent items were approved as presented.

2.01 Personnel (Resolution No. 26-002)

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.	Babatunde	Abimbola	Teacher – PE	25-26 SY	East ECC
2.	DeVary	Salina	Teacher	25-26 SY	BTW
3.	DiFabio	Frances	LCSW	25-26 SY	DHS
4.	Foulk	Jennifer	Teacher – Spec Ed	25-26 SY	South
5.	Hinds	Crystal	Teacher – ELA	25-26 SY	MSE
6.	Lyles	Najla	Teacher – Art	25-26 SY	BTW/KCCS
7.	Madison	Crystal	Teacher – Kinder	25-26 SY	East
8.	Molina-Brown	Zaryana	Teacher	25-26 SY	South
9.	Pierce	Rhyan	Teacher – Kinder	25-26 SY	FV ECC
10.	Robinson	Jennifer	Teacher – Kinder	25-26 SY	East ECC
11.	Soutar	Gabriella	School Counselor	25-26 SY	South
12.	Young-Slater	Nikita	Teacher	25-26 SY	KCCS

B. New – Temporary

1.	Castille-Hall	Debra	ELA Specialist	25-26 SY	MSE
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C. Rehire – Regular

1.	Lonski	Donald	Teacher - Drama	25-26 SY	DHS
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D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1.	Brown	Alyssa	21 st Century	Summer 2025	DHS
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2. Culver	Tamika	LCSW	Summer 2025	KCSILC
3. Holman	Amanda	Teacher	Summer 2025	DHS
4. Johnson	Ronda	Nurse	Summer 2025	KCCS
5. Minor	Jamie	LCSW	Summer 2025	SSU
6. Perry	Sonae	Teacher	Summer 2025	KCSILC
7. Rivera	Miguel	21 st Century	Summer 2025	South
8. Temple	Elizabeth	21 st Century	Summer 2025	Hartly
9. Thompson	Beramiesha	21 st Century	Summer 2025	South
10. Trott	Jamel	21 st Century	Summer 2025	DHS

b. Non-District Employees

1. Hart	Esbie	Teacher	Summer 2025	DHS
2. Potts	Tamica	Teacher	Summer 2025	MSI
3. Timmons	Muyles	Teacher – Art	25-26 SY	DHS

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Amisial	Erlande	Teacher – MLL Was Elementary	25-26 SY	BTW
2. Baughman	Adam	Teacher From South – Math Interventionist	25-26 SY	BTW
3. Dolce	Victoria	Teacher From FV ECC	25-26 SY	North
4. Miller	Zykeya	Teacher From South	25-26 SY	BTW
5. Thomas	Kerdine	Teacher From North	25-26 SY	Central

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. NONE

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. NONE

IV. RESIGNATIONS

A. Katsaitis	Anastasia	Teacher	June 30, 2025	Hartly
B. Miller	Mary	Guidance	June 30, 2025	East
C. Salaberrios	Jazmin	Teacher	June 30, 2025	MSI
D. Zulkowski	Michael	Dean	June 30, 2025	East

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Tapert	Christine	Teacher	September 1, 2025	South
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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. NONE

B. New – Temporary

1. NONE

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. Rainey	Deja	Title 1 Para – FT	25-26 SY	BTW
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E. E.P.E.R.

a. District Employees

1. Lumpkin	Jonathan	Summer Para	Summer 2025	BTW
2. Matusevich	Mallory	Summer Para	Summer 2025	KCCS
3. Thomas	Ian	21 st Century Para	Summer 2025	DHS

4.	Williams	Asad	21 st Century Para	Summer 2025	DMSC
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a. Non-District Employees

1.	Hickman-Watson	Taliah	21 st Century Para	Summer 2025	Hartly
2.	Jean-Francois	Rogae	Summer Para	Summer 2025	KCCS
3.	Johnson	Dante	21 st Century Para	Summer 2025	DHS
4.	Kenney	Regan	Summer Para	Summer 2025	KCCS
5.	Perez Lopez	Froilan	Summer Para	Summer 2025	DHS

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1.	Christiansen	Elizabeth	Admin Secretary	July 10, 2025	DO
			From Office Para		
2.	Sijan	Nokola	Para	25-26 SY	MSI
			From DHS		

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1.	Newman	Shaqueena	Custodian	June 18, 2025	South
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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. NONE

IV. RESIGNATIONS

A. NONE

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

2.02 School Choice (Resolution No. 26-003)

School Choice Accept Good Cause 2025-2026 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
121796	9	Dover High School	Accept	Outside
443210	4	Central Elementary	Accept	Inside
791824	1-IMM	Central Elementary	Accept	Inside
404430	3	Booker T. Washington	Accept	Inside

School Choice Deny Good Cause 2025-2026 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
443279	1	Hartly/North	Deny/Capacity	Inside

2.03 Financial Reports – June 30, 2025 (Resolution No. 26-004)

Financial Reports for June 30, 2025 were unavailable due to the State of Delaware financial system shutdown.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting June 18, 2025 and special Board of Education meetings on June 22, June 23, and June 24, 2025 (Resolution No. 26-005)

Minutes of executive and public sessions of regular Board of Education meeting June 18, 2025 and special Board of Education meetings June 23, June 24, and June 25, 2025 were approved.

2.05 Field Trips (Resolution No. 25-006)

The following out of state field trips were approved:

- Dover High School 21st Century Senator Success students to Six Flags, Jackson, NJ, August 1, 2025
- Dover Middle School Campus 21st Century students to Six Flags, Largo, MD August 1, 2025

2.06 Waiver for Building Use Rentals (Resolution No. 25-007)

None

Dr. Jackson noted for the record that Mr. Christiansen left the meeting at 6:45 p.m.

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

3.01 Updates – Renovations of Central Campus and 3.01 (A) Change Orders

Mr. Mark Johnson presented the update for renovations of Central Campus as follows:

- 4 Window/ EXT Door Replacement- Window Sills are done /Shades are 50%
- 5 Interior Renovations –
 - Int Painting 50% completed
 - Sitework is 95% completed
 - Acoustical Tile Replacement 60% completed

- Flooring 45% completed
- Sheet rock 100% completed
- Door Frames 100% completed
- Elevator install 5% completed
- Wood Door Delivery mid-August

Change orders were also presented.

3.02 Certificate of Necessity for additional funding for William Henry Campus (Resolution No. 26-008)

On a motion by Ms. Duggins, seconded by Ms. Pendleton, and on a unanimous vote the board adopted adopt Resolution No. 26-008 authorizing the Superintendent and the Chief Financial Officer to sign the Certificate of Necessity for additional funding for William Henry Campus.

3.03 FY 26 Tax Rate (Resolution No. 26-009)

On a motion by Ms. Duggins, seconded by Ms. Pendleton, and on a unanimous vote, the board adopted Resolution No. 26-009 approving the Fiscal Year 26 tax rate as listed below:

	FY 25 Actual	FY 26 Proposed	Increase/Decrease
Current Expense	0.2409	0.2409	0.0000
Debt Service	0.0953	0.0850	(0.0103)
Minor Cap	0.0060	0.0048	(0.0012)
Tech Maintenance	0.0032	0.0032	0.0000
Extra Time Match	0.0027	0.0027	0.0000
Reading/Math	0.0036	-----	(0.0036)
Reading Interventionist	0.0007	0.0007	0.0000
Substitute Teacher	0.0007	0.0007	0.0000
Opportunity Match	-----	-----	-----
Enhanced MCI	0.0047	0.0057	0.0010
Tuition	0.1258	0.1584	0.0325
Total	0.4836	0.5021	0.0185

3.04 BoardDocs Migration to Diligent Platform Proposal (Resolution No. 26-010)

On a motion by Ms. Duggins, seconded by Ms. Pendleton, and on a unanimous vote, the board agreed to strike 3.04 from the agenda.

4.0 Adjournment

4.01 Adjournment

On a motion by Ms. Pendleton, seconded by Ms. Duggins, and on a unanimous motion, the meeting was adjourned at 7:15 p.m.

