

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, March 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 - Absent
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 Roll Call – Establishment of a Quorum

On a roll call vote of 4/0: Ms. Pendleton – present; Dr. DePrima – absent; 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 5:35 p.m.

1.03 Reconvene Open Session

Ms. Duggins reconvened the meeting at 6:20 p.m. followed by the Pledge of Allegiance, led by Ms. Vickie Pendleton.

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

- **Dover Middle School Wrestling Team** participated in the annual Steve Stewart Wrestling Classic on February 2, 2025 finishing in 5th place overall out of 24 teams in competition. Individual medalists included:
 - Terrell Ingram – Champion 170 lbs.
 - Jordan Hendricks – Silver Medal 124 lbs.
 - Wilbur Doughty – Silver Medal 105 lbs.
 - Alexis Smith – 4th place 100 lbs.
 - Bently Slayman 5th place at 88 lbs.
 - Dean Delvalle 5th place at 82 lbs.
- **Dover Middle School Boys Basketball Team** won the Capital Classic Championship for the second year in a row, defeating Postlethwait Middle School 44-35. Individual honors included:
 - Ahmad Sudler was named MVP
 - Sakai Perry was named to the All-Tournament Team
 - Gregory Hawkins was named to the All-Tournament Team
- **East Dover Elementary School Nurse Krystal Little was recognized as the Delaware State Nurse of the Year**

- **Capital School District School Social Workers were recognized in celebration of National School Social Work Week March 2-8, 2025:**

School	Social Workers
BTW	LaToya Reese
BTW	Dr. Bobbi English
East	Dr. Shannon Bordley-Hughes
Fairview	Anitra Green
Hartly	Nancy Sieck-Quillen
North	Camethia Baker
South	Amanda Gordy
Towne Point	Carol Asante
WHC	Dawn Crews -Seams
Excellence	Shay Dennis
Innovation	JoAnn Griffin
DHS	Mariah Minor
DHS	Caroline Green
DHS	Tina Lanouette (Bayhealth)
DHS	Frances DiFabio
KCSILC	Tamika Culver
KCSILC	Jamie Minor
KCCS	David Frye
KCCS	Briana White
Senator Step-Up	Alan Hudson

1.05 Presentations

- **Dover High School – Dr. Shawndell Solomon, Principal, presented slides as follows:**
 - Attendance data
 - Behavior and top incidents by numbers
 - Coursework
 - Star Reading and Math Data including cohort growth
 - Graduation Rate
 - Slides were discussed regarding what Dover High School is doing to address the data on attendance, behavior, coursework, reading and math intervention plan
 - Continued challenges include staffing and community issues spilling over into School
- **Business office – Ms. Rena Tucker, Financial Analyst, presented slides as follows:**
 - Business Office responsibilities
 - Business Office staff
 - Office staff responsibilities

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

- Attendance at meetings and events
- Recognition of Zionna Benson scoring her 1,000th point for DHS Girls Basketball
- Attended the Harlem Renaissance and HBCU Greek Day at South Dover Elementary School
- Attended Black History Programs
 - William Henry Campus Alumni
 - Kent County Secondary ILC
 - Dover Middle School Campus
- Congratulated the Dover High School Boys Basketball Team Henlopen Conference Champions

- Visited with Jamez Johnston – STRIVE student – future board member
- Highlighted Upcoming Events

1.09 Board President – Member Updates

Ms. Pendleton

- Attended meeting of the William Henry Alumni in the WH Library.
- Attended the Kent County Secondary Intensive Learning Center Black History Month program.
- Attended the quarterfinals of the DIAA boys basketball tournament; also attended the DIAA boys basketball state championship game.
- Attended a community event at the Modern Maturity Center.
- Attended the WH Alumni Black History Program.

Dr. Jackson

- Attended programs at South Dover Elementary School which included the Black History Month Program and the Wax Museum.
- Also attended the Kent County Secondary Intensive Learning Center Black History Month program.

Mr. Christiansen

- Attended all of the basketball games. All of the sports teams should be proud of their accomplishments this year.
- Capital School District lost a friend in the passing of Bruce Morris or ‘Little Drummer’, DHS graduate, employee, supporter of the district. Always shared his Native American heritage at the schools especially during the Thanksgiving season.
- Spent a day with STRIVE student, Jamez Johnston, showing him a day in the life as a school board member; visited with the Superintendent, visited with the Mayor of City of Dover, visited with members of the Delaware Legislature, etc.

Ms. Duggins

- Attended the William Henry Alumni Black History Program,
- Attended the Boys Basketball Henlopen Conference game where our Dover High School boys won the game; also attended the playoff game where our DHS boys defeated Seaford High School.

1.10 Public Comment

Donna Johnson Geist spoke in regards to the importance of school board members and the importance of citizens voting for school board members. She is a candidate for a seat on the Capital School District Board of Education. Board members must address challenges within the district and show strong leadership.

Cameron Thomas spoke as a concerned parent regarding a citizen who was seen near the Booker T. Washington Elementary School premises and playground carrying a firearm containing rubber bullets. She reported the incident to the school and the constable, the district, the Dover Police Department and legislators.

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. 25-092)

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. Becton | Lauren | Teacher | February 24, 2025 | BTW |
| 2. Carr | Megan | Assistive Tech Specialist | April 1, 2025 | DO |
| 3. Jamerson | Julie | Teacher – Spec Ed | April 1, 2025 | TP |

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

- | | | | | |
|---------------------|----------|----------------------------------|----------------|------|
| 1. Bowen | Jason | Course Recovery 2.5 hrs. | March 10, 2025 | DHS |
| 2. Bozeman | Rose | Course Recovery 2.5 hrs. | March 10, 2025 | DHS |
| 3. Celestin | Abdellah | Course Recovery 2.5 hrs. | March 10, 2025 | DHS |
| 4. Cohen | Matthew | 21 st Century Teacher | March 1, 2025 | BTW |
| 5. Gutierrez-Garcia | Julianna | Course Recovery 2.5 hrs. | March 10, 2025 | DHS |
| 6. Kennedy | Matthew | 21 st Century Teacher | March 1, 2025 | DMSC |
| 7. Parker | Kimberly | Course Recovery 2.5 hrs. | March 10, 2025 | DHS |
| 8. Willoughby | Carrie | 21 st Century Teacher | March 1, 2025 | BTW |

b. Non-District Employees

1. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

- | | | | | |
|-------------|---------|---------------------|----------------|-----|
| 1. Hooker | Karisma | Teacher
From MSE | March 1, 2025 | MSI |
| 2. Robinson | Darien | Dean
From WH | March 24, 2025 | MSE |

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Correll	Karley	Teacher	March 12, 2025	North
2. Cummings	Mitchell	Teacher	March 12, 2025	MSE
3. Daddio	Tara	Teacher	March 17, 2025	MSI
4. Dauscher	Anne	Teacher	March 3, 2025	East
5. Dawkins	Danielle	Teacher	March 10, 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. Banta	Michelle	Teacher	February 26, 2025	KCCS
2. Buttillo	Amy	Teacher	March 7, 2025	DHS
3. McFalls	Christina	Teacher	March 13, 2025	WHC
4. McIntyre	Thomina	Teacher	March 18, 2025	DHS

IV. RESIGNATIONS

A. Smith	Cory	Dean of Students	March 21, 2025	DMSC
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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. Everett	Crystal	Custodian – Night	April 1, 2025	BTW
2. Luckenbach	Laura	Office Clerk	March 10, 2025	KCCS
3. McNatt	Gavin	Custodian – Night	April 1, 2025	Hartly
4. Shockley	Urias	Custodian – Night	March 24, 2025	DHS

B. New – Temporary

1. Bailey	Danielle	Title I Para PT	March 1, 2025	South
2. Baker	Dorian	Instructional Para	March 10, 2025	ECC/FF
3. Eiler	Katherine	Instructional Para	March 10, 2025	East
4. Hamilton	Jalyn	Instructional Para	March 1, 2025	DMSC
5. Harris	Selinda	Extra Support Para	March 1, 2025	KCCS
6. McCaskill	Tawanna	General Worker	March 17, 2025	DMSC
7. McMillian-Evans	Travis	Instructional Para	March 1, 2025	DMSC
8. Rogers	Michael	Instructional Para	March 31, 2025	DHS
9. Solomon	LaToya	Instructional Para	March 17, 2025	South

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1. Dabney	Christopher	Asst Coach – Baseball	Spring 2025	DMSC
2. Harris	Aaron	Coach – Wrestling	Winter 2025	DHS
3. Harris	Evan	Asst Coach – Baseball	Spring 2025	DMSC
4. Hoover	John	Coach – Girls Soccer	Spring 2025	DMSC
5. Jones	Denzel	Asst Coach – Track/Field	Spring 2025	DHS
6. Jones	Keely	Asst Coach – Softball	Spring 2025	DMSC
7. Lowe	Jasmine	Asst Coach – Track/Field	Spring 2025	DMSC
8. Pierce	Amir	Asst Coach – Wrestling	Winter 2025	DHS
9. Rainey	Deja	21 st Century Para	March 1, 2025	BTW
10. Simonetti	Rudy	Asst Athletic Director	2024-2025 SY	DHS
11. Truitt	Ivy	Asst Athletic Director	2024-2025 SY	DHS
12. Williams	McKenzie	Asst Coach – Track/Field	Spring 2025	DMSC
13. Williams	Taqee	JV Coach – Wrestling	Winter 2025	DHS

b. Non-District Employees

1. Galloway	Sydney	Asst Coach – Swim	Spring 2025	DHS
2. Halls	Bethany	Asst Coach – Track/Field	Spring 2025	DMSC
3. Kinsey	Marnie	21 st Century Para	March 1, 2025	Hartly
4. Marshall	Jayda	Asst Coach – Girls LAX	Spring 2025	DMSC
5. Mattison	Derrick	Asst Coach – Boys LAX	Spring 2025	DMSC

6.	May	Michael	Coach – Girls Soccer	Spring 2025	DHS
7.	McQuaid	Riley	JV Coach – Girls LAX	Spring 2025	DHS
8.	Williams	John	Asst Coach – Girls LAX	Spring 2025	DHS

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1.	Gibson	Nerissa	Bus Aide 6 hours from 5.5 hours	March 10, 2025	DO
2.	Heath	Dominique	Paraprofessional From WH-SSU	February 24, 2025	South
3.	Patterson	Ashlea	Paraprofessional From WH-SSU	February 24, 2025	KCSILC
4.	Price	Dae Quan	Paraprofessional From East	March 12, 2025	South
5.	Schulze	Chris	Custodian – Day From Hartly	March 31, 2025	DHS

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1.	Coleman	Terren	Custodian	March 7, 2025	WHC
2.	Davis	Danielle	Paraprofessional	March 3, 2025	East
3.	Durham	Brenda	Transportation	February 24, 2025	DO
4.	Earvin	Richard	Transportation	February 24, 2025	DO
5.	Emory	Stacy	Paraprofessional	March 12, 2025	East
6.	Harden	Starlet	Secretary	February 18, 2025	DO
7.	Hodges	Jermaine	Paraprofessional	March 18, 2025	BTW
8.	Ogden	Lori	Paraprofessional	February 20, 2025	North
9.	Speights	Chester	Transportation	January 13, 2025	DO
10.	Wilson	Kourtney	Paraprofessional	March 11, 2025	BTW
11.	Wright	Davera	Paraprofessional	March 5, 2025	BTW
12.	Wright	Margaret	Paraprofessional	March 13, 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

6. Deberry	Caleb	Transportation	March 3, 2025	DO
7. Perez	Maria	Child Nutrition	March 5, 2025	MSI
8. Sherrod	Kelly	Paraprofessional	March 3, 2025	BTW

IV. RESIGNATIONS

A. Goode	Rebecca	Transportation	February 28, 2025	DO
B. Livingston	Carissa	Transportation	March 6, 2025	DO
C. Simms-Smith	Malachi	Custodian	February 7, 2025	BTW
D. Thomas	Elan	Constable	March 21, 2025	DHS
E. Vidrine	Holden	Paraprofessional	February 28, 2025	DHS

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Stevens, Sr.	Everett	Custodial	July 1, 2025	DO
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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. TERM 031925 – 1 Para to Sub Status due to non-certification	February 23, 2025	KCCS
2. TERM 031925 – 2 Custodian performance issue	April 16, 2025	MSE

2.02 School Choice (Resolution No. 25-093)

Good Cause School Choice Accept 2025-2026 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside District
385145	2	Fairview	Accept	Outside
465044	2	Fairview	Accept	Outside
544766	1	Fairview	Accept	Outside
480125	3	Fairview	Accept	Inside
510195	1	Fairview	Accept	Inside
571474	KN	Fairview	Accept	Inside
666579	3	BTW	Accept	Inside
363419	6	Excellence	Accept	Outside
368375	12	DHS	Accept	Outside

Waitlist School Choice Accept 2025-2026 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside District
536017	KN	Fairview	Waitlist	Outside
576432	KN	East	Waitlist	Outside

School Choice Accept 2025-2026 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside District
166885	9	Dover High	Accept	Outside

123328	9	Dover High	Accept	Outside
186007	9	Dover High	Accept	Outside
017651	12	Dover High	Accept	Outside
568276	1	South	Accept	Inside
438686	6	Innovation	Accept	Outside
561334	6	Excellence	Accept	Outside
490139	1	Hartly	Accept	Outside
541572	1	North	Accept	Inside
516564	KN	Fairview	Accept	Inside
792939	KN	Hartly	Accept	Inside
516311	KN	Hartly	Accept	Inside
545923	KN	Hartly	Accept	Inside
506108	KN	Hartly	Accept	Inside
680405	KN	Hartly	Accept	Outside
634239	KN	Hartly	Accept	Inside
680435	KN	FV - IMM	Accept	Inside
531614	1	Hartly	Accept	Inside
792944	1	Hartly	Accept	Outside
516431	1	Hartly	Accept	Inside
501082	KN	FV - IMM	Accept	Inside
580878	KN	FV - IMM	Accept	Inside
404444	KN	FV - IMM	Accept	Inside
434327	KN	FV - IMM	Accept	Inside
501798	KN	East (South) - IMM	Accept	Inside
530530	KN	Fairview	Accept	Inside
406530	KN	Fairview	Accept	Inside
436870	KN	FV – IMM	Accept	Inside
676782	KN	Fairview	Accept	Inside

School Choice Deny 2025-2026 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
129947	9	DHS	Deny / Discipline	Outside
548817	2	BTW/North/East	Deny / Capacity	Inside
525264	2	BTW/East/South	Deny / Capacity	Inside
423169	3	BTW	Deny / Capacity	Inside
441551	6	MSE	Deny / incomplete app	Outside
305249	6	MSE	Deny / incomplete app	Outside
792742	6	MSE/MSI	Deny / incomplete app	
357892	2	East	Deny / Capacity	Inside
524510	3	East	Deny / Capacity	Inside
347455	3	North	Deny / Capacity	Inside
571033	2	North	Deny / Capacity	Inside
487042	8	MSE	Deny / incomplete app	Outside
596819	3	South	Deny / Capacity	Inside
527228	4	BTW South North	Deny / Capacity Deny/Discipline Deny/Capacity	Inside
466314	4	BTW / South	Deny / Capacity	Inside
024739	9	DHS	Deny / incomplete app	Outside

368375	12	DHS	Deny / incomplete app	Outside
353904	11	DHS	Deny / incomplete app	Outside

2.03 Financial Reports – February 28, 2025 (Resolution No. 25-094)

Financial Reports for February 28, 2025 were approved.

2.05 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting February 19, 2025 and minutes of special Board of Education meeting February 6, 2025 (Resolution No. 25-095)

Minutes of executive and public sessions of regular Board of Education meeting February 19, 2025 and special Board of Education meeting February 6, 2025 were approved.

2.05 Field Trips (Resolution No. 25-096)

Dover High School CTE Culinary Arts students grades 11-12 to Philadelphia, PA, May 1, 2025

Fairview Elementary School 3rd graders to Baltimore, MD, May 8, 2025

Dover High School Theater/Drama students to New York, NY, April 30, 2025

Fairview Elementary School 4th graders to Washington, DC, May 29, 2025

Dover High School students to Longwood Gardens, Kennett Square, PA, April 11, 2025

2.06 Waiver for Building Use Rentals (Resolution No. 25-097)

Request from Kent County Association of Realtors for waiver of building use rental for room to host Dover City Council candidate debates was approved.

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

3.01 Updates Central Campus Renovations and Change Orders (Resolution No. 25-098)

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 60% 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 been completed in new offices.
- Interior Framing is 70% completed.
- Interior Painting has started.
- Foundations are 50% completed.
- Sitework is 50% completed.
- Plumbing Rough In 20% completed.

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. 25-098) approving Change Order M&S E7-01 M & S Painting, Inc. in the amount of \$130,225.00.

3.02 Selection of the 2025-2026 Capital School District Behavioral Health Professional of the Year

A power point selection of the Behavioral Health Professional of the Year for the schools in Capital School District was presented. Dr. Victor Cahoon, Superintendent, announced that Ms. Krystal Little, School Nurse at East Dover Elementary School, is the 2025-2026 Capital School District Behavioral Health Professional of the Year. BHP's representing each school in the district are listed below.

Fairview Elementary-Amber Palo

Hartly Elementary-Jacquelyn Collins

Early Childhood-Andrew Royer

Booker T. Washington-Megan Holdridge

East Dover Elementary-Krystal Little
William Henry Campus-Kari Coker
Towne Point Elementary-Jamie Hall
South Dover Elementary-Marcie Naftzinger
North Dover Elementary-Camethia Baker
Dover High School-Claudia Gonzalez
School of Innovation-Juanita Owusu
School of Excellence-Markland Turner
Kent County Community School-David Frye
Kent County Secondary ILC-Andrea Woodard

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 8:05 p.m.