

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



BOARD OF EDUCATION

Felecia R. Duggins, President
Dr. Chanda Jackson, Vice
President
Sean P. M. Christiansen
John C. Martin, Jr.
Dr. Anthony J. DePrima

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

Wednesday, February 21, 2024

In-Person/Live Stream Meeting

Administrative Office

MINUTES

Board Members Present:

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

Also Present:

Dr. Vilicia Cade, Superintendent
Dr. Victoir Cahoon, Assistant Superintendent

1.0 Open Session

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board entered open session at 5:00 p.m.

1.01 Roll Call – Establishment of a Quorum

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

1.02 Executive Session

On a motion by Dr. DePrima, seconded by Mr. Martin, and on a unanimous vote, the Board entered closed session at 5:01 p.m. Mr. Christiansen left the Executive Session at 5:56 p.m.

1.03 Reconvene Open Session

Ms. Duggins reconvened the meeting at 7:09 p.m. followed by the Pledge of Allegiance.

Mr. Christiansen returned to the meeting for Open Session.

1.04 Superintendent Update

Dr. Cade presented the Superintendent Update for February 21, 2024 as follows:

Recognitions:

- Towne Point Elementary School – Leader in Me Lighthouse Status

Updates and Attendance at Meetings:

- Delaware Chief School Officers Association Meeting
- School Visits
- Executive Team Meetings/Teaching and Learning Meetings/Cabinet Meetings
- Penn Study Council/Superintendent Study Council
- School Tour – Sussex Montessori School
- District Liaison Meeting/Staff Advisory Council/Superintendent's Presidents Council
- Board Budget and Operations Committee Meeting

District Events:

- "Right to Read"
- Equitable Services Meeting
- Trauma and School Connectedness Task Force Meeting
- The Inaugural Parent Summit
- The State of our Schools

The Superintendent's Update also included a power point presentation by Dr. Cahoon in which he shared Secondary Scheduling for 2024-2025 (Middle Schools and Dover High School) as follows:

- Overview of Scheduling
- Scheduling Challenges
- Current Status
- Next Steps
- Final Steps

Mr. Toriano Giddens, Principal, presented the State of the School for Towne Point Elementary School

- Leader in Me Lighthouse Status
- Meeting the needs of Towne Point's students:
 - Solid curriculum and academic resources
 - Schedule that provides whole group and small group instruction with intense intervention
 - Support to lead the instructional practices in the building
 - Strong parental involvement
 - Support from community members and organizations
- Data on Reading Proficiency and Math Proficiency for all grade levels K-4
- Incentives for Students and Staff
 - Instant celebrations for academic student achievement
 - Quarterly awards ceremonies
 - Ongoing family engagement activities – Dinner and Date Night
 - Academic and self-care support
 - Distribution of donations from our community partners to our staff and students

1.06 Board President – Member Updates

Dr. DePrima

- Thanked Dr. Christman, staff and students for the holiday cards.
- Attended meeting of the DSBA Legislative Committee.
- Attended meeting of Board Policy Advisory Committee – continue to review policies.
- Attended Donuts for Grownups at South Dover - very nice event.
- Attended the CBOC meeting – good meeting.

Mr. Martin

- Things are going great in the district.
- We as a Board are very serious about professional development.
- Look forward to presenting some ideas regarding professional development and inviting feedback.
- As a board member, am responsive to text or email and will get back to you.

Mr. Christiansen

- Apologize for being called out for work during executive session.
- There are issues district wide.
- Keep sending your issues.
- Let us know what's going on. We're here to help you.

Dr. Jackson

- Participated in the Come Home Senators meeting – had good attendance.
- Thanks to students and staff East Dover for Christmas cards.
- Attended meeting of Board Policy Advisory Committee – continue to review policies.
- Working on Equity Policy and tailoring the policy to Capital School District.
- Ms. Duggins and Dr. Jackson visited some schools. Board members are aware of and involved in the challenges in the district.
- We hear you. We want to know what's going on and want to be helpful.

Ms. Duggins

- Enjoyed the Christmas cards from East Dover Elementary School.

- We are getting feedback and we ask you to continue to hang in there. We promise to help you make it through and we support you.

1.06 Public Comment

None

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, the board adopted Consent Items as amended by pulling out Consent Item 2.02 (Resolution No. 24-079) and adding to the regular agenda after Agenda 3.03. Mr. Christiansen noted he needed some clarifications on the process of school choice.

2.01 Personnel (Resolution No. 24-079)

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

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. Huffman	Shantrell	Hybrid School Psych	February 12, 2024	DO
2. Marrin	Cassandra	MLL Teacher	February 19, 2024	FV/TP
3. Truitt	Ivy	Guidance Counselor	February 12, 2024	DHS
4. Williams	Julie	BCBA	February 26, 2024	KCCS

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1. Cohen	Alexis	Twilight Teacher	January 23, 2024	DHS
2. Lawton-Keys	Kristy	21 st Century Teacher	February 12, 2024	BTW

b. Non-District Employees

1. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Montano	Allison	MLL Teacher	February 19, 2024	N/H
		From Reading Specialist at FV		

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Boyd	Cheston	Dean	January 25, 2024	MSI
2. Carey	Jennifer	Nurse	February 20, 2024	DO
3. Cooper	Erin	Teacher	February 7, 2024	WH
4. Harrell	Theresa	Teacher	February 9, 2024	East
5. Littleton	David	Teacher	February 5, 2024	South
6. Minor	Alexandra	Behavior Liaison	February 2, 2024	East
7. Walker	Regine	Teacher	February 5, 2024	KCSILC

B. Leaves – Personal

1. Berner	MaKayla	Teacher	February 6, 2024	MSI
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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. Harris	Cedric	Teacher	January 22, 2024	MSE
2. Holland	Mariah	Teacher	January 22, 2024	DHS
3. Johnson	Reyna	Teacher	January 22, 2024	MSI
4. Pitti Santiago	Mariana	Teacher	February 26, 2024	DHS

IV. RESIGNATIONS

A. Holland	Mariah	Teacher	February 23, 2024	DHS
B. Knapp	Christopher	Teacher	February 13, 2024	DHS
C. Lockerd	Christina	Teacher	March 8, 2024	DHS
D. Patterson	Joshua	Teacher	February 7, 2024	MSI
E. Pennypacker	Corey	Teacher	March 15, 2024	DHS
F. Troisio	Nicholas	Teacher	February 12, 2024	DHS

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Akers	Heather	Teacher	June 30, 2024	MSI
2. Blose	Kim	Teacher	June 30, 2024	South
3. Footman	Samuel	Teacher	June 30, 2024	MSI
4. Longhurst	Samantha	Teacher	March 1, 2024	North
5. Miller	Michele	Teacher	February 1, 2024	KCCS
6. Newsome	Wayne	Teacher	June 30, 2024	MSI
7. Young	Colleen	SLP	June 30, 2024	DO

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. Baker	Karlee	Senior Secretary	February 12, 2024	North
2. Brown	Dominique	Constable – Full Time	March 10, 2024	DHS
3. DeGannes	Stephen	Parent Liaison	February 26, 2024	DO
4. Savin	Jennifer	Dietitian	February 12, 2024	DO
5. Slayton	Matthew	Custodian – Night Shift	March 4, 2024	Middle
6. Stevens	Barry	Custodian – Night Shift	February 5, 2024	North
7. Vasquez	Russell	Custodian – Night Shift	March 4, 2024	Middle

B. New – Temporary

1. Apicelli	Jay	Office Clerk – PT	February 26, 2024	WHC
2. Carey	Jada	Instructional Para – FT	March 1, 2024	DHS
3. Chardonnet	Madjana	Spec Ed Para – FT	February 12, 2024	East
4. Craig	Bryant	Extra Support Para – FT	February 26, 2024	East SSU
5. Ewell	Jessica	Instructional Para – FT	February 16, 2024	KCCS
6. Harris	Zelena	Kindergarten Para – PT	February 20, 2024	FV
7. Hynson	Mia	Instructional Para – FT	February 16, 2024	KCCS
8. Konnick	Morgan	Instructional Para – FT	February 26, 2024	WHC
9. Lewis	Alexandria	Instructional Para – FT	February 26, 2024	KCCS
10. Luffman	Samantha	Instructional Para – FT	February 12, 2024	KCCS
11. Madison	Derrick	Extra Support Para – FT	February 26, 2024	KCCS
12. Moxley	Rebecca	Title I Para – PT	February 5, 2024	BTW
13. Martinez	Jogaily	Instructional Para – FT	January 24, 2024	South
14. Shook	Sean-Micheal	Extra Support Para – FT	February 5, 2024	North
15. Whitenight	Janna	Instructional Para – PT	February 12, 2024	East
16. Williams	Ziah	Autism Para – FT	February 26, 2024	DHS

C. Rehire – Regular

2. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1. Flemming	Cherish	21 st Century Para	January 22, 2024	Middle
2. Lumpkin	Jonathan	21 st Century Para	February 13, 2024	South
3. Moorman	Juliana	21 st Century Para	January 22, 2024	Middle

4.	Paul Nickenson	21 st Century Para	January 22, 2024	Middle
5.	Ridgeway Lori	21 st Century Para	January 29, 2024	South
6.	Sanchez Danelba	21 st Century Para	January 22, 2024	Middle
7.	Scott Tyreek	21 st Century Para	January 22, 2024	Middle
8.	Washington, Janay	After School Para	January 29, 2024	WHC
9.	Williams Taquee	21 st Century Para	January 22, 2024	Middle

b. Non-District Employees

1.	Truitt Aleah	Classroom Support	January 24, 2024	KCCS
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II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1.	Conard Mary	Paraprofessional – FT From PT Title I	February 20, 2024	FV
2.	Green Vincent	Constable/Trainer From DHS	February 7, 2024	DO
3.	Jacobs Christopher	Paraprofessional – FT From Part time Title I	February 12, 2024	North
4.	Olshenske Logan	Instructional Para – FT From KCCS	February 12, 2024	WHC
5.	Rodriguez Benyette	Paraprofessional – FT From PT Title I	February 20, 2024	FV
6.	Seabrooks Michelle	Instructional Para – FT From East	January 29, 2024	WHC
7.	Soto Pedro	Chief Custodian From WHC	February 14, 2024	DHS
8.	Wilson Brittany	Behavior Para – FT From DHS	January 19, 2024	WHC

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1.	Fenwick Terry	Transportation	February 14, 2024	DO
2.	Gordon Shawn	Constable	January 24, 2024	MSI
3.	Harris Tiara	Paraprofessional	February 5, 2024	North
4.	Pabon-Gonzalez, Elizabeth	Office Clerk	January 29, 2024	East
5.	Passivo Jessica	Paraprofessional	January 17, 2024	KCCS
6.	Sijan Nikola	Paraprofessional	February 5, 2024	KCCS

B. Leaves – Personal (unpaid)

1.	Roy Ashley	Paraprofessional	Jan 29 – May 31	KCCS
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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. Perez | Maria | Child Nutrition | February 5, 2024 | DO |
|----------|-------|-----------------|------------------|----|

IV. RESIGNATIONS

- | | | | | |
|-------------|-----------|------------------|-------------------|---------|
| A. Bell | Kristen | Office Clerk | February 28, 2024 | DHS |
| B. Bivins | Misty | Paraprofessional | March 8, 2024 | KCCS |
| C. Houston | Shydasia | Paraprofessional | March 1, 2024 | DHS |
| D. McGovern | Caitlin | Paraprofessional | February 23, 2024 | KCCS |
| E. Reed | Laurie | Constable | February 26, 2024 | DHS |
| F. Tinger | Johnathon | Paraprofessional | February 23, 2024 | KCCS |
| G. White | James | Technology | February 23, 2024 | DO/Tech |
| H. Ziehmer | Darwin | Custodian | February 2, 2024 | South |

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

- | | | | | |
|-------------|---------|------------------|----------------|--------|
| 1. Buan | Ronnie | Custodian | March 31, 2024 | Middle |
| 2. Burton | Donald | Transportation | June 30, 2024 | DO |
| 3. McDonald | Aleicia | Child Nutrition | June 30, 2024 | DO |
| 4. Williams | Zachary | Paraprofessional | March 31, 2024 | DHS |

C. Vested Pension

1. NONE

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

1. NONE

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

- | | | |
|------------------|-----------------------------------|-------------------|
| 1. TERMFY24 – 10 | Child Nutrition – Job Abandonment | February 2, 2024 |
| 2. TERMFY24 – 11 | Paraprofessional – Trespassing | February 21, 2024 |

2.03 Financial Reports – January 31, 2024 (Resolution No. 24-080)

Financial Reports for January 31, 2024 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting January 17, 2024 (Resolution No. 24-081)

Minutes of executive and public sessions of regular Board of Education meeting January 17, 2024 were approved.

2.05 Field Trips (Resolution No. 24-082)

Dover High School students to Reading Terminal Market, Philadelphia, PA, May 15, 2024

Dover High School DECA students to Anaheim, CA, April 26-May 1, 2024

Dover High School French classes to Washington, DC, May 1, 2024

South Dover Elementary School 4th graders to Washington, DC, May 2, 2024

2.06 Student Disciplinary Matters (Resolution No. 24-083)

Capital School District Board of Education minutes for February 21, 2024

None

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

3.01 Proposed 2024-2025 School Calendar (Second Reading) (Resolution No. 24-074)

On a motion by Dr. Deprima, seconded by Mr. Christiansen, and on a unanimous vote, the board adopted Resolution No. 24-074 postponing the vote on the 2024-2025 school calendar for a third reading at the March board meeting.

Mr. Martin left the meeting at 8:40 p.m.

3.02 Waiver for Building Use Rentals (Resolution No. 24-084)

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 24-084) approving the waiver for Building Use Rentals for DEMA and Department of Elections.

3.03 FY 24 Final Budget (Resolution No. 24-085)

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 24-085 approving the FY 24 Final Budget.

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board approved Resolution No. 24-079, 2.02 School Choice.

2.02 School Choice (Resolution No. 24-079)

School Choice Good Cause Accept 2023-2024 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
328601	11	DHS	Accept	Outside
404416	9	DHS	Accept	Outside
302033	11	DHS	Accept	Outside

School Choice Accept 2024-2025

Student ID	Grade	School of Choice	Action	Inside/Outside of District
346307	11	DHS	Accept	Outside
46855	9	DHS	Accept	Outside
247180	9	DHS	Accept	Outside
71994	9	DHS	Accept	Outside
74873	9	DHS	Accept	Outside
506608	9	DHS	Accept	Outside
443806	5	WHMS	Accept	Outside
363419	5	WHMS	Accept	Outside
554832	5	WHMS	Accept	Outside
443097	5	WHMS	Accept	Outside
261447	5	WHMS	Accept	Outside
439006	5	WHMS	Accept	Outside
524865	1	South	Accept	Inside
524508	2	South	Accept	Inside
432229	6	MSI	Accept	Outside
194993	6	MSI	Accept	Inside
436966	6	MSI	Accept	Outside
536715	6	MSI	Accept	Outside
221396	6	MSI	Accept	Inside
416931	6	MSI	Accept	Outside
320262	6	MSI	Accept	Inside

338162	6	MSI	Accept	Inside
302399	6	MSI	Accept	Inside
183079	6	MSE	Accept	Inside
322495	6	MSE	Accept	Inside
297666	6	MSE	Accept	Outside
332621	6	MSE	Accept	Inside
232445	6	MSE	Accept	Inside
517180	2	BTW	Accept	Inside
571845	1	BTW	Accept	Outside
432307	1	BTW	Accept	Inside
461465	2	BTW	Accept	Outside
465538	2	Towne Point	Accept	Outside
477698	4	North	Accept	Inside
524865	1	Hartly	Accept	Inside

School Choice Deny 2024-2025

586678	9	DHS	Deny - required documents not submitted	Outside
930318	9	DHS	Deny - required documents not submitted	Outside
524865	1	Fairview	Deny - Capacity	Inside
524508	2	Fairview / North	Deny- Capacity	Inside
462109	4	BTW / East	Deny - Capacity	Inside
465538	2	East	Deny - Capacity	Outside
345875	5	WHMS	Deny – not good cause	Outside

School Choice Lottery Wait List 2024-2025

528014	9	DHS - Lottery Wait List	1	Outside
483049	9	DHS - Lottery Wait List	2	Outside

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 9:03 p.m.