

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



CAPITAL
SCHOOL DISTRICT

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, April 24, 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. Martin, seconded by Dr. DePrima, and on a unanimous vote, the board entered open session at 5:30 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 – absent; 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 5:32 p.m.

1.03 Reconvene Open Session

Ms. Duggins reconvened the meeting at 6:43 p.m. followed by the Pledge of Allegiance.

1.04 – Presentation – South Dover Elementary School – State of the School

Mrs. Lenita McIntyre presented the State of the School for South Dover Elementary School as follows:

- Leadership
- Instructional Areas of Focus
- Culture
 - Interventions and Supports
- Discipline Data YTD
- Mid-Year School Wide iReady Results
- 1st and 2nd Grade STAR Math
- 3rd and 4th Grade STAR Math
- Academics – Acadience for K, grade 1.
- 2nd Grade STAR Reading
- 3rd & 4th Grade STAR Reading
- Senator Success Club After School Program
- Bumps in the Road and Moving Ahead

1.05 Superintendent Update

Dr. Cade presented the Superintendent Update for April 24, 2024 as follows:

Recognitions:

- Dover High School Unified Basketball DIAA State Champions 2024
- Dover Middle School Campus Boys Basketball
- William Henry Campus – Leader in Me Lighthouse Status
- School Counselors

- School Social Workers (LCSWs)
- Administrative Professionals' Day – April 24, 2024
- Grow Your Own Para-to-Teacher Excellence Program
- Dover Middle School Campus Class Recognized as the Winner of the “Importance of Jury Trials” Essay Contest

Updates and Attendance at Meetings:

- Presidential Advisory Commission for Advancing Equity, Excellence and Educational Opportunities for Black Americans, Philadelphia, PA, April 3-5, 2024
- Parent University on April 11, 2024
- Dover High School Day of Champions at Legislative Hall on April 18, 2024
- Kent County Chiefs Legislative Breakfast on April 19, 2024
- Speaker for Delaware State Educators Association 14th Annual Equity Minority Leadership Conference on April 20, 2024
- Board of Education Town Hall on April 22, 2024
- Speaker for Delaware Association of Educational Office Professionals Banquet on April 25, 2024

Reminder of Inaugural Parent Summit at William Henry Campus on April 27, 2024 from 10 am – 2 pm

Reminder of the State of our Schools on May 29, 2024

1.06 Board President – Member Updates

Dr. DePrima

- Attended Lola Tue event at South Dover Elementary School.
- Attended Hartly Elementary Leadership Event – Leader in Me Program. Had tours, panels with students and students designed the event.
- Attended the Kent County Legislative Breakfast sponsored by the Milford School District. School districts need operating money for security and more minor cap funds. Legislators noted the funding requests should be connected to student achievement.
- Attended the National School Boards Association Conference with sessions on student achievement, superintendent evaluation, etc. Gathered some ideas from board members from other districts such as visiting school cafeterias and having lunch with students, visiting a school every month.
- Town Hall meeting went really well, appreciate the support from IT and the staff at Dover High School.
- Air quality studies in schools are ongoing-Booker T. Washington, Hartly Elementary, East Dover Elementary and South Dover Elementary. Communication with staff and parents has been good, lots of good questions. These studies are rolling out methodically.

Mr. Martin

- Had the honor of being at the services for Mrs. Tue.
- Visited the middle schools.
- Am available, can be reached by phone or email.
- Got to see the Dover High School track meet and athletes; great deal of sportsmanship.
- Town Hall meeting was great, hope everyone came away with the idea we want people to talk to us, the good, the bad, the things that need fixing. Hope to have more opportunities like this.
- Attended the NSBA conference in New Orleans, LA, worked hard. Dr. Cahoon was present representing our Administrative team.

Mr. Christiansen

- Lola Tue event at South Dover Elementary was very well attended.
- Parade of champions focusing on Dover High School boys' basketball, Unified Basketball, Cheerleaders, and girls' basketball was a huge success.
- Career day at South was well planned and went well.

- Presented as a Fire Marshall demonstrating an investigation at Math and Science Day at Towne Point Elementary.
- Town Hall was very well attended. Issues were brought to our attention. Don't hesitate to reach out.
- Attended NSBA conference, learned a lot.
- Remember it's the end of April, almost there!

Dr. Jackson

- Attended the celebration for Lola Tue at South. Was in her class when she was a teacher.
- Attended NSBA, very valuable, came back with a lot of information. It is was interesting to listen to the challenges school districts all over the United States are facing.
- Need to do something about the food served in the cafeterias.
- Attended the ASU-GSV Conference in San Diego, CA. Attended several sessions with colleagues such as self-evaluation, superintendent and board relations. Very valuable conference. Will also be attending the School Board Partners conference in July, 2024.
- Town Hall was great. Our doors are open. Excited about the attendance. We already know we have challenges.

Ms. Duggins

- Attended NSBA, had an opportunity to speak with other board members and network with them.
- Emphasis was placed on equity and accountability.
- Will also be attending the School Board Partners Conference— three of Capital's board members are fellows of that organization.
- Attended Mrs. Tue's dedication. I was able to learn about her, that she was well loved in this community.
- Attended legislative breakfast. Learned a lot.
- Town Hall was nice, this was a starting point, liked that people who spoke had concerns and suggestions. Board members, superintendent, administrators, teachers and parents all need to work together. It takes a village and we are going to be held accountable.
- Served on the Teacher of the Year selection committee.

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 Dr. DePrima, seconded by Dr. Jackson, and on a unanimous vote, consent item 2.07 Waiver for Building Use Rentals (Resolution No. 24-102) was moved to Action/Discussion/Information Agenda No. 3.04 and the consent items 2.01-2.06 were approved as presented.

2.01 Personnel (Resolution No. 24-096)

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. Altomose	Michael	Teacher	24-25 SY	DHS
2. Anderson	Lyanna	Teacher	24-25 SY	MSI

3.	Dennis	Tyree	Teacher	24-25 SY	FV/Hartly
4.	Guthrie	Maya	Teacher	24-25 SY	North
5.	Mann	Carter	Teacher	24-25 SY	DHS
6.	Sawhney	Shreya	Teacher	24-25 SY	FV/TP
7.	Talavera	Laura	SLP – Hybrid	24-25 SY	MSE/MSI

B. New – Temporary

1.	Miller	Gerald	AFJROTC Teacher	April 15, 2024	DHS
2.	O’Keefe	Wilson, Jennifer	Teacher – Spec Ed	April 22, 2024	North

C. Rehire – Regular

1.	Green	Doreen	Teacher	24-25 SY	North
2.	Turulski	Brooke	PreK Teacher	24-25 SY	EC

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1.	Batson	Adriya	After School Teacher	April 29, 2024	FV
2.	Bordley	Ebony	After School Teacher	April 29, 2024	FV
3.	Burger	Kristine	After School Teacher	April 29, 2024	FV
4.	Cabbage	Christine	After School Teacher	April 29, 2024	FV
5.	Cummings,	Mitchell	Summer Teacher	Summer 2024	MSI
6.	Irving	Tyrah	Summer Teacher	Summer 2024	MSI
7.	Jimenez	Maria	After School Teacher	April 29, 2024	FV
8.	Johnson	Vanessa	Summer Teacher	Summer 2024	MSI
9.	Jones	Enjoule	Summer Teacher	Summer 2024	MSI
10.	Quin	Gretchen	After School Teacher	April 29, 2024	FV
11.	Reaves	William	Summer Teacher	Summer 2024	MSI
12.	Seifert	Krista	After School Teacher	April 29, 2024	FV
13.	Stewart	Robert	Summer Teacher	Summer 2024	MSI
14.	Young	Akilah	Summer Teacher	Summer 2024	MSI

b. Non-District Employees

1.	Macdonald ,	Megan	Summer Teacher	Summer 2024	MSI
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II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1.	Berglund	Kelly	Teacher	24-25 SY	DHS from FV
2.	White	Briana	LCSW	April 8, 2024	DHS fr: BTW

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1.	Butz-Miller	Melissa	Coordinator	April 16, 2024	DO
2.	Christian	Melissa	Nurse	April 8, 2024	KCCS

3. Clendaniel	Kim	Teacher	April 15, 2024	WHC
4. Emerson	Tracy	Nurse	April 29, 2024	TP

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. Cordeiro	Nancy	Teacher	April 17, 2024	TP
2. Jones	Ashley	Teacher	April 8, 2024	MSI
3. Pellegrini	Lauren	Teacher	March 21, 2024	East
4. Pickett	Ryan	Teacher	March 25, 2024	MSE
5. White	Shaakira	Dean	March 21, 2024	MSE

IV. RESIGNATIONS

A. Bodine	Amanda	Instructional Coach	June 30, 2024	BTW
B. Fitzwater	Mark	Guidance	May 24, 2024	WHC
C. Jackson	Renda	Teacher	March 22, 2024	South
D. Valenzuela	Abner	AFJROTC Teacher	May 3, 2024	DHS

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Rump	Melissa	Reading Intervention	July 1, 2024	TP
2. Waller	Tiffany	Spec Ed Coord.	Sept. 1, 2024	KCSILC

C. Vested Pension

1. NONE

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

1. See attached list of temporary teachers

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

1. TERMFY24-15	Teacher	Performance issues/non-tenure	June 30, 2024	DHS
2. TERMFY24-16	Teacher	Exhausted STD benefits	May 1, 2024	South
3. TERMFY24-17	Teacher	Exhausted STD benefits	April 19, 2024	FV

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.	Baynard	Donald	Custodian – Night Shift	April 8, 2024	KCCS
2.	Brown	Jerachai	Grounds Crew	April 15, 2024	DO
3.	Butler	Anthony	Custodian – Night Shift	April 8, 2024	South
4.	Gibson	Jesse	Custodian – Night Shift	May 1, 2024	DMS
5.	Hicks	Kevin	Custodian – Night Shift	May 1, 2024	South
6.	Welsh	Donna	Senior Secretary	April 19, 2024	BTW

B. New – Temporary

1.	Brady	Kyrstie	Extra Support Para – FT	April 22, 2024	KCC
2.	Foreman	Roland	Safety Para – FT	April 15, 2024	DHS
3.	Forse	Peyton	Title I Para – PT	May 1, 2024	BTW
4.	Galante	Robin	Office Para – PT	April 22, 2024	BTW
5.	Slayton	Matthew	Safety Para – FT	April 8, 2024	DHS

C. Rehire – Regular

1.	Duffy	Thaddeus	PreK Para – FT	24-25 SY	EC
2.	Hampton	Devon	PreK Para – FT	24-25 SY	EC/E

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees

a.	Assad	Hergine	21 st Century Para	April 8, 2024	East
b.	Fisher	Autumn	Summer Para	Summer 2024	MSI
c.	Phillips	Tanisha	Summer Para	Summer 2024	MSI

2. Non-District Employees

a.	Kelso	Nylah	Asst Coach – Girls LAX	May 2024	DMS
b.	Li	Christina	PT Entry Level Tech	April 3, 2023	DO
c.	Paulk	Maurice	Head Coach – Varsity Football	24-25 SY	DHS

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1.	Collins	Lydia	Senior Secretary From BTW	April 8, 2024	MSI
2.	Guinn	Desiree	Paraprofessional From MSE	April 8, 2024	MSI
3.	Scott	Branden	Custodian – Day Shift From Night shift at South	March 25, 2024	DMS
4.	Stayton	Elizabeth	Senior Secretary – HR From Secretary Student Services	May 6, 2024	DO
5.	Viray	Roberto	Custodian – Day Shift From KCCS	April 5, 2024	DHS

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

- | | | | | |
|------------|--------|------------------|----------------|------|
| 1. Johnson | Ameera | Paraprofessional | March 22, 2024 | KCCS |
|------------|--------|------------------|----------------|------|

B. Leaves – Personal (unpaid)

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. Fenwick | Terry | Transportation | April 16, 2024 | DO |
| 2. Garner | Mary | Transportation | April 15, 2024 | DO |
| 3. Hampton | Devon | Paraprofessional | March 27, 2024 | East |
| 4. Harris | Tiara | Paraprofessional | April 9, 2024 | North |
| 5. Huaranca | Nancy | Child Nutrition | March 21, 2024 | BTW |
| 6. Monroe-Wayman, Apryl | | Paraprofessional | March 25, 2024 | BTW |
| 7. Pabon-Gonzalez, Elizabeth | | Office Clerk | April 22, 2024 | East |
| 8. Ramirez-Velezques, Jennifer | | Child Nutrition | March 21, 2024 | South |
| 9. Voshell | Megan | Paraprofessional | April 22, 2024 | KCCS |

IV. RESIGNATIONS

- | | | | | |
|-------------|---------|------------------|----------------|------|
| A. Apicelli | Jay | Office Para | April 19, 2024 | WHC |
| B. Frazier | Cheryl | Secretary | June 6, 2024 | DHS |
| C. Passivo | Jessica | Paraprofessional | April 18, 2024 | KCCS |
| D. Vaughan | Aaron | Paraprofessional | April 8, 2024 | KCCS |

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

- | | | | | |
|----------|--------|----------------|-------------------|-----|
| 1. Perry | Gerald | Safety Monitor | September 1, 2024 | DHS |
|----------|--------|----------------|-------------------|-----|

C. Vested Pension

1. NONE

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

1. Please see attached list of temporary employees.

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

1. TERMFY24-12	Custodian	Job Abandonment	April 19, 2024	DMS
2. TERMFY24-13	Child Nutrition	Job Abandonment	March 26, 2024	DHS
3. TERMFY24-14	Transportation	Exhaust STD	March 29, 2024	DO

2.02 School Choice (Resolution No. 24-097)

School Choice Accepted 2024-2025 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
533783	KN	BTW	Accept	Inside
675922	KN	BTW	Accept	Inside
672165	KN	BTW	Accept	Inside
490208	KN	BTW	Accept	Indie
676921	KN	East	Accept	Inside
674833	KN	Fairview	Accept	Inside
674844	KN IMM	Fairview	Accept	Inside
674480	KN IMM	Fairview	Accept	Inside
676259	KN IMM	Fairview	Accept	Inside
573895	KN IMM	Fairview	Accept	Inside
654865	KN IMM	Fairview	Accept	Inside
625695	KN	Hartly	Accept	Inside
533759	KN	North	Accept	Inside
539143	KN	North	Accept	Inside
676246	KN	North	Accept	Outside
429660	KN	South	Accept	Outside
676102	KN	South	Accept	Outside
633965	KN IMM	South	Accept	Inside
674423	KN IMM	South	Accept	Inside
54841	KN IMM	South	Accept	Inside
398786	KN	South	Accept	Inside
579859	KN IMM	South	Accept	Inside

School Choice Deny 2024-2025 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
421591	2	East	Deny- Capacity	Inside

School Choice Lottery Wait List 2024-2025 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
495800	KN IMM	South	Wait list #1	Inside
490232	KN IMM	South	Wait list #2	Inside

2.03 Financial Reports – March 31, 2024 (Resolution No. 24-098)

Financial Reports for March 31, 2024 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting March 20, 2024 and special Board of Education meeting on March 13, 2024 (Resolution No. 24-099)

Minutes of executive and public sessions of regular Board of Education meeting March 20, 2024 and special Board of Education meeting March 13, 2024 were approved.

2.05 Field Trips (Resolution No. 24-100)

Dover High School AFJROTC to Bridgeton, New Jersey, April 27, 2024

Fairview Elementary School 4th graders to Philadelphia, PA, May 30, 2024

Fairview Elementary School Chorus to Hershey, PA, June 8, 2024

Dover High School Senior Class to Jackson, NJ, May 19, 2024

Dover Middle School KCCS to Salisbury Zoo, Salisbury, MD, May 20, 2024

2.06 Student Disciplinary Matters (Resolution No. 24-101)

None

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

3.01 Updates Renovations Central Campus

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

1. Roof Project Bid Pack A – Completed.
2. Masonry Project – Grinding out bad mortar joints; mortar and brick samples are approved and will be placed back starting late April.
3. Roof Project Bid Pack B – Asbestos removal started 4/10/24. Roofing started 4/11/24.

3.01A Change Orders

No change orders were presented.

3.02 Draft 2024-2025 School Success Guide (First Reading) (Resolution No. 24-103)

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board postponed the vote on the Draft 2024-2025 School Success Guide (Resolution No. 24-103) for a second reading.

3.03 School District Financial Position Report (Resolution No. 24-104)

On a motion by Dr. DePrima, seconded by Mr. Christiansen, and on a unanimous vote, the board adopted Resolution No. 24-104 approving the School District Financial Position Report May 1, 2024 to be submitted to the Department of Education.

3.04 Waiver for Building Use Rentals (Resolution No. 24-102)

On motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board approved the below listed waivers for Building Use Rentals.

- Dover High School dance room and dressing room for the Melodic Movements Performing Arts Program Inc. May 2, 2024 to May 31, 2024:
 - Mondays from 5:30 pm – 7 pm
 - Tuesdays from 5 pm – 8 pm
 - Thursdays from 5 pm to 8:30 pm
 - Saturdays from 8:30 am to 2 pm
- William Henry Campus auditorium for Harvest Christian Ministries for Sunday church services from 10 am until 2 pm.
- District Office Board Room for Delaware Department of Education Early Literacy Cohort on October 24, 2024, November 20, 2024, January 8, 2025, February 12, 2025 and March 11, 2025 from 7:30 am to 3:30 pm.

The board agreed to revisit the request of the Dover High School dance room and dressing room from the Melodic Movements Performing Arts Program Inc. from May 20, 2024 to June 20, 2024 at the May 8, 2024 Board of Education meeting.

4.0 Adjournment

4.01 Adjournment

On a motion by Dr. Jackson, seconded by Mr. Christiansen, and on a unanimous vote, the meeting was adjourned at 9:00 p.m.