

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, March 20, 2024
In-Person/Live Stream Meeting
Administrative Office
MINUTES

Board Members Present:

Ms. Duggins
Dr. Jackson – Absent at Roll Call but arrived at 5:36 p.m.
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 Mr. Christiansen, 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 4/0: 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.

Dr. Jackson was absent at Roll Call but arrived at 5:36 p.m.

1.03 Reconvene Open Session

Ms. Duggins reconvened the meeting at 6:40 p.m. followed by the Pledge of Allegiance.

On a motion by Dr. Jackson, seconded by Mr. Christiansen, and on a unanimous vote, Item 1.05 Superintendent Update was moved up on the agenda in order to make presentations to the many students, staff and families who were present. The board is so proud of their accomplishments.

1.05 Superintendent Update

Dr. Cade presented the Superintendent Update for March 20, 2024 as follows:

Recognitions:

- **Dover High School Boys Basketball DIAA State Champions 2024**
- **Dover High School Cheerleaders DSCA State Championships – First Place and National Champions Varsity Traditional Building & Tumbling Division**
- **Hartly Elementary School – Leader in Me Lighthouse Status**

Updates and Attendance at Meetings:

- Delaware Chief School Officers Association Meeting
- District Office Meetings
- Penn Study Council and Superintendent Study Council
- Strategic Intent 1 and 2 Core Team Meetings
- William Henry Alumni Association Meeting

Our Journey

- Triangulations of Data
- Achievement of Some Benchmarks

Next Steps

- Prioritize Staffing Needs

- Foster Collaborations
- Building Continuous Improvement Structures

The State of our Schools

Dr. Shani Benson, Principal, shared the State of the School for North Dover Elementary School with the following slides:

- Opened in 1996
- K-4 School with 341 students and 16 Homerooms
- Shared Academic Data by Grade Level
- Goals
- Barriers

1.04 Presentation – Senator Step-Up Program at East Dover Elementary School

Ms. Sheralyn Wiley presented slides on the Senator Step-Up Program and highlighted the following:

- Defining Features
- Program Philosophy
- Vision & Mission
- Portrait of an Senator Step-Up Student
- Referrals to the Program and Process
- Enrollment
- Analysis of the Program

1.06 Board President – Member Updates

Dr. DePrima

- Attended Prayer Breakfast where Dr. Cade received an award. Cameron Davenport, son of Jahi & Yvette Davenport received a scholarship.
- Continue to attend DSBA meetings.
- Attended Strategic Plan Meeting.
- Attended Black History event at South Dover Elementary School.
- Board representative on Super Senator Day Committee which is scheduled for October 12, 2024.

Mr. Martin

- Attended Prayer Breakfast – Cameron Davenport won scholarship.
- Recognized Jahi Davenport for being named Henlopen Conference Girls Basketball Coach of the Year.
- Congratulations to all of our teams.
- Visited William Henry Campus. Really nice to visit the school.
- Congratulations to all schools.
- Congratulations to those staff members who recently were awarded their doctoral degrees.
- Extended a wish to everyone to have a Happy Spring and Happy Spring Break.

Mr. Christiansen

- Good evening!

Dr. Jackson

- Appreciative of all the work of our staff members.
- Attended Trauma and School Connectedness meeting.
- Attended Town Hall, and meeting of the Strategic Intent 2 Core Committee Meeting
- Board members want to continue to hear from staff and community.
- Have a wonderful spring break.

Ms. Duggins

- Attended Educator of the Year Event.
- Will be changing the date of the April meeting.

On a motion by Mr. Martin, seconded by Dr. Jackson, and on a unanimous vote, the board agreed to the following change in the agenda:

1. Move up the presentation of Agenda Item 3.02 - Selection of the 2024-2025 Capital School District Behavioral Health Professional of the Year before Agenda Item No. 1.06 Public Comment.

3.02 Selection of the 2024-2025 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, Assistant Superintendent, announced that Ms. Jacqueline Collins, School Counselor at Hartly Elementary School, is the 2024-2025 Capital School District Behavioral Health Professional of the Year.

1.06 Public Comment

Mozella Richardson Kamar spoke regarding compliance, discipline and special education in our schools.

Dr. Cade, Superintendent, announced that due to an issue with a public gas line in the Towne Point area Towne Point Elementary School students and staff will be virtual on Thursday, March 21, 2024.

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 moved Consent Item 2.01 Personnel Matters, Certified Item G#7 from the certified personnel list to New Agenda Item 3.07 (Resolution No. 24-095).

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board moved Consent Item 2.03 Financial Reports (Resolution No. 24-088) to New Agenda Item 3.08 (Resolution No. 24-088).

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a vote on 4/0/1: Dr. DePrima – yes; Mr. Martin – yes; Mr. Christiansen – recuse; Dr. Jackson – yes; Ms. Duggins – yes, the board approved consent items as amended.

2.01 Personnel (Resolution No. 24-086)

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. Burke	Courtney	Teacher	2024-2025 SY	KCCS
2. Miller	Morgan	Teacher	2024-2025 SY	KCCS

B. New – Temporary

1. Johnston	Megen	Spec Ed Coord.	April 8, 2024	East
2. Rendall	Heather	Teacher	April 8, 2024	KCCS
3. Skender	Salma	Teacher – French	February 23, 2024	DHS

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

- | | | | | |
|-----------------|---------|----------------------------------|---------------|-------|
| 1. Christiansen | Madison | 21 st Century Teacher | March 1, 2024 | East |
| 2. Thomas | Kerdine | 21 st Century Teacher | March 4, 2024 | North |

b. Non-District Employees

1. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. NONE

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

- | | | | | |
|-------------|----------|---------|-------------------|------|
| 1. Cordeiro | Nancy | Teacher | April 8, 2024 | TP |
| 2. Jones | Ashley | Teacher | March 12, 2024 | MSI |
| 3. Jones | Tracy | Teacher | March 19, 2024 | DHS |
| 4. Kelly | Melinda | BCBA | February 29, 2024 | KCCS |
| 5. Pickett | Ryan | Teacher | March 13, 2024 | MSI |
| 6. Unruh | Sarah | Teacher | February 26, 2024 | East |
| 7. Warner | Erik | Teacher | February 29, 2024 | WHC |
| 8. White | Shaakira | Dean | March 13, 2024 | MSI |

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. Boyd | Cheston | Dean | February 28, 2024 | MSI |
| 2. Brown | Tyshea | Teacher | March 18, 2024 | East |
| 3. Hamblin | Gail | Teacher | February 12, 2024 | EC/Hartly |

	4. Heckman	Victoria	Teacher	March 4, 2024	MSI
	5. Maria	Angela	Teacher	March 18, 2024	MSI
	6. Taylor	Ebonie	Teacher	March 5, 2024	WHC
IV.	RESIGNATIONS				
	A. Powell	Shelby	Teacher	March 29, 2024	KCCS
V.	PENSIONS				
	Disability/Service/Vested				
	A. Disability				
	1. NONE				
	B. Service Pension				
	1. Poole	Stephen	Teacher	July 1, 2024	MSE
	2. Smith	Tyrone	Teacher	July 1, 2024	DHS
	C. Vested Pension				
	1. NONE				
VI.	EXPIRATION OF CONTRACT/TEMPORARY CONTRACT				
	1. NONE				
VII.	NON-RENEWAL/TERMINATION/REDUCTION IN FORCE				
	1. TERMFY-12	Teacher	Unprofessional Behavior	March 20, 2024	DHS

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. Stalling	Thomas	Field Technician – FT	March 11, 2024	DO/Tech
2. Tucker	Rena	Financial Analyst	March 25, 2024	DO

B. New – Temporary

1. Assad	Hergine	Paraprofessional – FT	March 11, 2024	East
2. Brinkley	Keyonna	Paraprofessional – FT	March 18, 2024	East
3. Hall	Zoe	Paraprofessional – FT	March 11, 2024	East
4. Hammond	Demetra	Instructional Para – FT	March 21, 2024	DHS
5. Heard	Delorian	Behavior Support Liaison	March 18, 2024	DHS
6. Henry	Dwayne	Paraprofessional – FT	March 11, 2024	East
7. Ford	Alyssa	Safety Para – FT	March 11, 2024	MSE
8. Fortina	Flobert	Paraprofessional – FT	March 11, 2024	East
9. Murray	Tylaya	Extra Support Para – FT	February 26, 2024	KCCS
10. Norton	Aliya	Paraprofessional – FT	March 11, 2024	East
11. Owens	Catthleen	Extra Support Para – FT	March 18, 2024	East
12. Robbins	Samantha	Extra Support Para – FT	March 25, 2024	KCCS
13. Rodriguez	Ricardo	Paraprofessional – FT	February 26, 2024	MSE
14. Simmons	Jamir	Paraprofessional – FT	April 8, 2024	KCSILC
15. Simmons	Shantiyanna	Behavior Support Liaison	March 18, 2024	South
16. Toto	Sara	Behavior Support Liaison	March 11, 2024	East

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1. Chardonnet, Madjana	21 st Century Para	March 4, 2024	East
2. Cromwell-Neal, Kace	Asst. Coach – LAX	March 15, 2024	Middle
3. Fortunate Estavian	Asst. Coach – Baseball	March 15, 2024	Middle
4. Needam Joyce	21 st Century Para	March 4, 2024	East
5. Parker Brendan	21 st Century Para	March 4, 2024	Middle
6. Scott Tyreek	21 st Century Para	March 4, 2024	Middle
7. Slater Kimani	21 st Century Para	March 4, 2024	Middle
8. Stoner Brianna	21 st Century Para	February 26, 2024	Hartly
9. Vidrine Courtney	21 st Century Para	March 4, 2024	East
10. Williams Taque	21 st Century Para	March 4, 2024	Middle

b. Non-District Employees

1. Lamadieu-Jones, Belinda	21 st Century Para	March 18, 2024	North
2. Rolley-Williams, Donte	Boys LAX Coach	March 1, 2024	Middle

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Ranger Kyle	L4 Technician	March 20, 2024	DO/Tech
	From L2 Technician		
2. Stevens Bruce	Chief Custodian	March 19, 2024	WHC
	From grounds - DO		

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Buan Edgar	Custodian	February 27, 2024	KCSILC
2. Burden Jasmin	Paraprofessional	March 11, 2024	KCCS
3. Deloach Katrina	Paraprofessional	February 5, 2024	KCCS
4. Huaranca Nancy	Child Nutrition	March 13, 2023	BTW
5. Mettle Randell	Child Nutrition	March 11, 2024	DO
6. Mika Tiffany	Paraprofessional	March 12, 2024	KCCS
7. Ramirez Jen	Child Nutrition	February 26, 2024	South
8. Voshell Megan	Paraprofessional	February 23, 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. Bleen	Jamal	Custodian	January 22, 2024	DO
2. Cole	Olivia	Paraprofessional	February 12, 2024	KCCS
3. Gordon	Shawn	Constable	March 12, 2023	MSI
4. Sijan	Nikola	Paraprofessional	March 1, 2024	KCCS

IV. RESIGNATIONS

A. Hill	Amira	Senior Secretary	March 22, 2024	MSI
B. Johnson	Kenyatta	Child Nutrition	March 7, 2024	North
C. Jordan	Heather	Office Paraprofessional	March 19, 2024	BTW
D. McBride	Shayla	Paraprofessional	March 1, 2024	East
E. Mondelus	Wislene	Paraprofessional	March 15, 2024	KCCS
F. Poole-Lee	Brandy	Paraprofessional	March 29, 2024	EC

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Robinson	Betty	Paraprofessional	July 1, 2024	KCCS
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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

2.02 School Choice (Resolution No. 24-087

Good Cause School Choice Accept 2023-2024 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

Good Cause School Choice Denied 2023-2024 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside District
419275	4	Fairview	Deny – Capacity	Inside
543394	KN	Fairview	Deny – Capacity	Inside
576322	KN	Fairview	Deny – Capacity	Inside

School Choice Accept 2024-2025 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
462222	4	North	Accept	Outside

School Choice Deny 2024-2025 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
319467	4	East	Deny - Capacity	Outside
369403	5	WHC	Deny – Not Good Cause	Outside

2.03 Financial Reports – February 29, 2024 (Resolution No. 24-088)

Financial Reports for February 29, 2024 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting February 21, 2024 and special Board of Education meeting on February 12, 2024 (Resolution No. 24-089)

Minutes of executive and public sessions of regular Board of Education meeting February 21, 2024 and special Board of Education meeting February 12, 2024 were approved.

2.05 Field Trips (Resolution No. 24-090)

North Dover Elementary 3rd and 4th Grade Chorus Students to Blake High School/Six Flags America, Colesville, MD/Bowie, MD, June 1, 2024

Towne Point Elementary 4th Graders to Washington, DC, June 10, 2024

Dover High School Senator Success Students to Norfolk and Virginia State Universities, Norfolk, VA, April 12, 2024

South Dover Elementary 2nd Graders to Salisbury Zoo, Salisbury, MD, April 24, 2024

2.06 Student Disciplinary Matters (Resolution No. 24-091)

None

3.0 Action/Discussion/Information Items (A/D/I)**3.01 Updates Dover Middle School Campus/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
3. Roof Project Bid Pack B – pre-construction documents being submitted

3.01A Change Orders Dover Middle School Campus (Resolution No. 24-092)

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 24-092 approving the Change Order.

Mr. Martin left the meeting at 8:50.

3.03 Proposed 2024-2025 School Calendar (Third Reading) (Resolution No. 24-074)

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 24-074 approving Option 1 2024-2025 School Calendar.

3.04 Revisions Policy #700-02 Attendance Regulations (Third Reading) (Resolution No. 24-055)

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 24-055 approving Revisions Policy #700-02 Student Attendance Regulations.

3.05 Waiver for Building Use Rentals (Resolution No. 24-093)

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 24-093 approving the waiver for Building Use Rentals as follows:

- Use of Dover High School for Rodel for Gubernatorial Debate on 5/8/24 from 6-8 pm
- Use of Dover High School for Policy and Practice Institute on 6/25/24 from 7:30-4:30 pm
- Use of Dover Middle School by Dept. of Education School Transportation 6/24-6/28/24 – Mon-Thurs 7:30 am-4:30pm; Friday 7:30am-12:00pm

For future meetings, Dr. DePrima suggested that waivers for building use rentals be included with the Consent Agenda items.

3.06 School Board Partners Conference Attendance in July, 2024 for Board President Felecia Duggins and Vice President Dr. Change Jackson (Resolution No. 24-094)

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 24-093 to:

1. approve attendance for Ms. Duggins and Dr. Jackson to School Board Partners in July, 2024
2. allow \$5,000 in the 2024-2025 board budget for conference attendance

3.07 Agenda 3.07 Consent Item 2.01 Personnel Matters Certified Item G. 7. (Resolution No. 24-095)

On a motion by Dr. DePrima, seconded by Ms. Duggins and on a vote of 3/1: Dr. DePrima – yes; Mr. Christiansen – no; Dr. Jackson – yes; Ms. Duggins – yes, the board adopted Resolution No. 24-05 approving:

G. Return from Leave

7. Carter	Richard	Admin	March 25, 2024	DO
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3.08 Financial Reports – February 29, 2024 (Resolution No. 24-088)

Dr. DePrima had some questions regarding school budgets, athletics, insurance rates, spending, ESSER funds, etc. Mr. Kuforiji, Chief Financial Officer, replied to his questions.

On a motion by Dr. DePrima, second by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 24-088 approving the Financial Reports – February 29, 2024.

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 9:37 p.m.