

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

Wednesday, October 16, 2024
In-Person/Live Stream Meeting
Administrative Office
MINUTES



BOARD OF EDUCATION

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

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

Board Members Present:

Ms. Duggins
Mr. Christiansen
Mr. Martin
Dr. Jackson – Absent at Roll Call
Dr. DePrima

Also Present:

Dr. Victoir Cahoon, Interim Superintendent

1.0 Open Session

On a motion by Mr. Christiansen, 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 4/0: Dr. DePrima – present; Dr. Jackson – absent; Mr. Martin – present; Mr. Christiansen – present; Mrs. Duggins – present, quorum was established. Dr. Jackson was absent at roll call but arrived at 5:38 p.m.

1.02 Executive Session

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the Board entered closed session at 5:31 p.m.

1.03 Reconvene Open Session

Ms. Duggins reconvened the meeting at 6:17 p.m. followed by the Pledge of Allegiance led by Mr. Martin.

1.04 Interim Superintendent Update

Dr. Cahoon shared the following information regarding attendance at events throughout the district.

- Dover High School:
 - Homecoming Parade and Homecoming Game on 10/4/24
 - Unified Bocce Ball Tournament on 10/8/24
 - Unified Football game
 - Field Hockey game
 - Cross Country meet
 - Girls Volleyball game
 - Soccer
 - Open House
- Super Senator Day on 10/12/24
- North Dover Chorus performance at Noble's Pond

Meetings and Events:

- Exec. Team Meetings
- Teaching and Learning Meetings
- School Visits
- Education Finance Conference
- Delaware School Chief Officers Association Fall Retreat
- Principals Meetings
- State Teacher of the Year Banquet

1.06 Board President – Member Updates

Dr. DePrima

- Attended the following events and want to express appreciation to staff members who planned the following events:
 - South Dover Hispanic Heritage Evening
 - Super Senator Day
 - South Dover Million Father March
 - Unified Bocce Ball Tournament at Dover High School on 10/8/24
- Regarding the Tax Increase as of 7/1/24 – 10% tax increase without referendum. Yielded 1.4 million dollars. About 82% was a windfall. We have an obligation to taxpayers. I challenge everyone how we can use these funds to improve our student climate and student learning.

Dr. Jackson

- Attended Homecoming and Super Senator Day
- Visited schools, students were learning
- Everything seems to be going great.
- Attended DSEA Legislative Meeting, where a discussion was held regarding legislation coming forth for the next General Assembly in 2025, and reviewing what the legislative priorities are for school districts for this year. Looking forward to serving in that capacity and being the representative for our district.

Mr. Martin

- Enjoyed the Homecoming events
- Am available and reach out if you need me.

Mr. Christiansen

- Missed Super Senator Day.
- Homecoming – nice to see the public, families and support of our district and students.
- Challenge the high school to set the tone and standards on what the floats look like for next year.
- Let's go big next year.
- Spirit Videos – were quite an adventure. Scores are legitimate. Great job by all schools.
- Request that staff look into band truck as far as funding and fuel. At the present time, the Band Boosters pay for fuel and any other necessities. If need be, perhaps these expenses could be taken out of the Board budget. Will make a motion in November meeting to address this issue.
- In October I always wear pink in honor Breast Cancer Awareness Month.

Ms. Duggins

- Attended volleyball game
- Homecoming events were great, agree with Mr. Christiansen.
- Super Senator Day was great – had some questions about the school spirit videos.
- Teacher of the Year was nice, very proud of Mr. Celestine.
- Dr. Jackson and Ms. Duggins visited a couple of schools, climate is better, keep up the good work.

1.06 Public Comment

Mr. Ade Kuforiji spoke regarding the rubric used to determine final scores of the school spirit videos.

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 Mr. Martin, and on a unanimous vote, the board deferred Administrative Personnel until the November 20, 2024 meeting and pulled Consent Item 2.03 from the consent items for further discussion.

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, Consent Items as presented were approved.

2.01 Personnel (Resolution No. 25-036)

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. Amisial | Erlande | Teacher | October 14, 2024 | BTW |
| 2. Engel | Lily | Teacher | October 14, 2024 | DHS |
| 3. Harris | Aaron | Teacher | October 28, 2024 | DHS |
| 4. Maria | Angela | Teacher | September 1, 2024 | MSE |
| 5. Reed | Andrea | Teacher | October 28, 2024 | South |
| 6. Smith | Jonyelle | School Counselor | October 1, 2024 | DHS |
| 7. Wright | Brandi | Behav Support Liaison | October 21, 2024 | BTW/FV |

C. Rehire – Regular

- | | | | | |
|--------------|--------|---------|------------------|-----|
| 1. Armstrong | Tracey | Teacher | October 14, 2024 | DMS |
|--------------|--------|---------|------------------|-----|

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

- | | | | | |
|-------------|----------|----------------------------------|--------------------|-----|
| 1. Anderson | Lyanna | 21 st Century Teacher | September 1, 2024 | DMS |
| 2. Irving | Tyrah | 21 st Century Teacher | September 1, 2024 | DMS |
| 3. Johnson | Shameka | 21 st Century Teacher | September 23, 2024 | BTW |
| 4. O'Day | Patricia | 21 st Century Teacher | October 1, 2024 | BTW |
| 5. Schmitz | Emily | Extra Time Teacher | October 1, 2024 | DHS |

b. Non-District Employees

1. Tierson	Amy	Gifted/Talent Teacher	October 1, 2024	South/East
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II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Brice	Tammy	Behavior Support Liaison	Date TBD	TP
		Was Teacher at MSE		
2. Briscoe	Kaylah	MLL Teacher	Oct. 15, 2024	MSE
		From DHS		
3. Hickmon	Javon	Behavior Support Liaison	Jan. 14, 2025	East
		From Teacher at MSI		
4. Murray	April	Spec Ed Teacher	Date TBD	DHS
		From Spec Ed Coordinator at South		
5. Skripko	Jennifer	Spec Ed Coordinator	Sept. 20, 2024	DHS
		Was teacher		
6. Toto	Sara	Behavior Support Liaison	Date TBD	Hartly
		From East		

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Batty	Brandon	Teacher	October 3, 2024	MSI
2. Bordley-Hughes	Shannon	LCSW	September 30, 2024	East
3. Celestin	Abdallah	Teacher	September 30, 2024	DHS
4. Cooper	Ashley	Teacher	October 7, 2024	KCCS/WH
5. Forston	Anna	Teacher	October 7, 2024	North
6. Hickmon	Javon	Teacher	October 9, 2024	MSI
7. Miller	Mary	Counselor	August 21, 2024	East

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. Hickmon	Briana	Teacher	October 9, 2024	South
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2. Slater	Kimani	Counselor	September 30, 2024	MSE
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IV. RESIGNATIONS

A. Berglund	Kelly	Teacher	November 1, 2024	DHS
B. Broughton	Alisha	Teacher	October 4, 2024	South
C. Christman	Charles	Teacher	November 8, 2024	DHS
D. Copeland	Kellene	Spec Ed Liaison	October 25, 2024	DO
E. Dickerson	Tejumade	Behavior Liaison	October 17, 2024	KCCS
F. Elliott	Ingris	Teacher	September 25, 2024	DHS
G. Ephraim	Emily	Teacher	November 15, 2024	DHS
H. Kozak	Jessica	Teacher	September 27 2024	BTW
I. Laosebikan	Melayna	Teacher	October 11, 2024	KCSILC
J. O'Reilly	Julie	Teacher	November 15, 2024	East
K. Reichelderfer	Kristine	Teacher	October 18, 2024	WH
L. Roberts	Davynn	Teacher	November 8, 2024	East

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. Bythwood	Maya	Instructional Para	August 21, 2024	DMS
2. Goode	Rebecca	Bus Driver	September 22, 2024	DO
3. Hill	Janice	Bus Driver	October 7, 2024	DO
4. Hutson	Nicole	CN - Manager	October 7, 2024	BTW
5. Jean	Wilner	Bus Driver	September 23, 2024	DO
6. Joachim	Lucsaint	Bus Driver	October 7, 2024	DO
7. Lewis	Rodney	Bus Driver	October 21, 2024	DO
8. McGraw	Ermenia	Bus Aide	September 3, 2024	DO
9. Westley	Kenderlynn	Instructional Para	August 21, 2024	DHS

B. New – Temporary

8.	Benson	Coraja	Instructional Para	September 25, 2024	South
9.	Canteen	Jada	Instructional Para	September 23, 2024	WH-SSU
10.	Coverdale	Myiesha	Extra Support Para	October 21, 2024	DHS
11.	Day	Benjamin	Instructional Para	September 20, 2024	DHS
12.	Harris	Evan	Instructional Para	October 21, 2024	MSI
13.	Harris	Robin	Extra Support Para	September 14, 2024	WH-SSU
14.	Heath	Dominique	Extra Support Para	Sept. 14, 2024	WH-SSU
15.	Hebert	Andrea	Instructional Para	October 14, 2024	East
16.	Howell	Makayla	Instructional Para	October 14, 2024	East
17.	Kemmerle	Jenna	Instructional Para	October 7, 2024	BTW
18.	Lugo	Lizbeth	Extra Support Para	September 7, 2024	WH-SSU
19.	McGovern	Caitlin	Instructional Para	September 30, 2024	BTW
20.	Saunders-Myles, Shaniqua		Instructional Para	October 21, 2024	MSI
21.	Seacord	Kayla	Instructional Para	October 21, 2024	MSI
22.	Sharp	Rachel	Para for Teletherapist	October 14, 2024	East
23.	Tatman	Kayla	Instructional Para	October 14, 2024	East
24.	Thornton	ZaKiya	Extra Support Para	October 14, 2024	East
25.	Turner	Shaniqua	Extra Support Para	September 30, 2024	MSI

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees

a.	Brooks	Vinella	Cafeteria Support	October 21, 2024	FV
b.	Burris	Joyce	Cafeteria Support	October 21, 2024	DHS
c.	Dean	Carolyn	Cafeteria Support	October 21, 2024	East
d.	Dickens	Ashley	21 st Century Para	September 1, 2024	Middle
e.	Dorsey	Tierra	Cafeteria Support	October 21, 2024	BTW
f.	Dunton	Pam	Cafeteria Support	October 21, 2024	East
g.	Durham	Suzette	Cafeteria Support	October 21, 2024	MSE
h.	Durham	Tara	21 st Century Para	October 14, 2024	Hartly
i.	English	Bobbi	EPER Bus Aide	September 3, 2024	BTW
j.	Fenwick	Terry	Cafeteria Support	October 21, 2024	DHS
k.	Glass	Anissa	Cafeteria Support	October 21, 2024	MSE
l.	Green-Kozak, Tatiyana		21 st Century Para	October 21, 2024	BTW
m.	Griffin	Doreen	21 st Century Para	September 1, 2024	Middle
n.	Guinn	Delana	Cafeteria Support	October 21, 2024	North
o.	Hampton	Devon	21 st Century Para	September 1, 2024	Middle
p.	Henry	Dwayne	21 st Century Para	September 1, 2024	Middle
q.	Henry	Tiana	Cafeteria Support	October 21, 2024	TP
r.	Holliman	LaTonya	Cafeteria Support	October 21, 2024	BTW
s.	Joyner	Tykwana	21 st Century Para	September 1, 2024	Middle
t.	May	Antonio	Cafeteria Support	October 21, 2024	North
u.	McGraw	Ermenia	Cafeteria Support	October 21, 2024	FV
v.	Morris	Henriette	Cafeteria Support	October 21, 2024	DHS
w.	Palmonka	Adina	Cafeteria Support	October 21, 2024	MSI
x.	Phillips	Shaina	21 st Century Para	September 1, 2024	Middle

y. Reese	LaToya	EPER Bus Aide	September 3, 2024	BTW
z. Rinehart	Ayanna	21 st Century Para Sub	October 14, 2024	BTW
aa. Roach	Kenneth	EPER Bus Aide	September 3, 2024	BTW
bb. Russell	Vickie	Cafeteria Support	October 21, 2024	South
cc. Sanders	Rocio	Cafeteria Support	October 21, 2024	TP
dd. Santiago	Denise	Cafeteria Support	October 21, 2024	DHS
ee. Sida Amor,	Tatyana	21 st Century Para	September 1, 2024	Middle
ff. Thomas	Dwain	21 st Century Para	September 23, 2024	East
gg. Tinger	Rebecca	21 st Century Sub Para	October 7, 2024	BTW
hh. Tolson	Danielle	Cafeteria Support	October 21, 2024	MSI
ii. Vidrine	Courtney	21 st Century Para	September 23, 2024	East

2. Non-District Employees

a. Chase	Ryan	21 st Century Para	September 23, 2024	BTW
b. Elsberry	Charlie	21 st Century Para	September 30, 2024	BTW
c. Green-Kozak,	Tatiyana	21 st Century Para	October 21, 2024	BTW
d. Henry	Zaria	21 st Century Para	October 8, 2024	BTW
e. Miller	Carline	21 st Century Para	September 11, 2024	North
f. Muniz	Natalia	21 st Century Para	October 16 2024	East

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Gordon	Shawn	School Constable From North	October 7, 2024	KCSILC
2. Henrique	Michael	School Constable From KCSILC	October 7, 2024	North
3. Thomas	Jeanine	Office Para From Instructional Para	Oct. 1, 2024	KCCS/BTW
4. Whitenight	Janna	Instructional Para F/T Was part time	September 27, 2024	East

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Bahel	Corbi	Paraprofessional	October 10, 2024	East
2. Canteen	Jada	Paraprofessional	October 7, 2024	WHC
3. Crapper	Mary	Child Nutrition	September 27, 2024	North
4. Lilly	Kayla	Paraprofessional	October 9, 2024	KCCS
5. Olt	Helen	Transportation	October 8, 2024	DO
6. Olt	Ronald	Transportation	September 23, 2024	DO

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. Fisher Anthony Paraprofessional September 23, 2024 MSI
2. Wilson Alexandra Paraprofessional September 23, 2024 KCCS

IV. RESIGNATIONS

- A. Bowman Cheryl Child Nutrition October 18, 2024 East
- B. Laosebikan Kelvin Instructional Para September 27, 2024 KCSILC
- C. McCutchen LaVaughn Instructional Para September 17, 2024 WH
- D. Shelley Kerriann Secretary October 6, 2024 DHS
- E. Thompson-Vawter, Stacey Instructional Para October 18, 2024 KCCS

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. TERM FY-25-1 Paraprofessional Job Abandonment Sept. 20, 2024 KCCS

2.02 School Choice (Resolution No. 25-037)

School Choice Accept Good Cause 2024-2025 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
302871	12	DHS	Accept	Outside
17925	11	DHS	Accept	Outside
354964	11	DHS	Accept	Outside
417292	4	South	Accept	Inside

2.03 Financial Reports – September 30, 2024 (Resolution No. 25-038)

Financial Reports for September 30, 2024 were pulled but no further discussion occurred at the board meeting.

**Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting
September 18, 2024 (Resolution No. 25-039)**

Minutes of executive and public sessions of regular Board of Education meeting September 18, 2024 were approved.

2.05 Field Trips (Resolution No. 25-040)

None

2.06 Waiver for Building Use Rentals (Resolution No. 25-041)

None

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

3.01 & 3.01 (A) Updates – Renovation of Central Campus/Updates Booker T. Washington Partial Roof Replacement

Mr. Mark Johnson presented updates as follows:

Renovations of Central Campus:

1. Roof Project Bid Pack A - Completed with Final Inspection
2. Masonry Project Bid Pack B - Completed with Final Inspection
3. Roof Project Bid Pack C - Completed with Final Inspection
4. Window/EXT Door Replacement - Window/ EXT Door Replacement - Asbestos removal ongoing, demo of existing windows & lintels ongoing
5. Interior Renovations - Bidding in process, bid results to be approved at November Board Meeting

Booker T. Washington Partial Roof Replacement:

1. The roof was completed minus gutters on 9/28/24. Painting of the decking completed by 8/30/24.
2. Gutters are currently being fabricated. Delivery coming very soon.

3.02 Selection of Superintendent Search Firm (Resolution No. 25-042)

Four (4) firms presented on Monday, October 14, 2024.

- McPherson
- HYA
- Ray & Associates
- University of Delaware/DASL

Board members held discussion regarding the qualifications of the four firms.

Dr. DePrima made a motion to select McPherson for the Superintendent Search. There was no second to the motion.

On a motion by Dr. DePrima, seconded by Dr. Jackson, and on a roll call vote: Dr. DePrima – yes; Dr. Jackson – yes; Mr. Martin – yes; Mr. Christiansen – no; Ms. Duggins – yes, the board adopted Resolution No. 25-042 approving the selection of Ray & Associates to conduct the Superintendent Search with the caveat that negotiation will be held with the selected firm regarding monetary value with the hope that a contract will be brought forth at the November 20, 2024 meeting for a contract approval.

It was noted that the time line for presenting candidates for Superintendent from all of the firms is about the same: 6-8 weeks once they are hired.

4.0 Adjournment

4.01 Adjournment

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the meeting was adjourned at 6:56 p.m.