

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

Wednesday, July 12, 2023
In-Person/Live Stream Meeting
Administrative Office
MINUTES



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

Board Members Present:

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

Also Present:

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

1.0 Open Session

On a motion by Mr. Martin, seconded by Ms. Duggins, and on a unanimous vote, the board entered open session at 5:32 p.m.

1.01 Roll Call – Establishment of a Quorum

On a roll call vote of 5/0: Mrs. Duggins – present; Mr. Martin – present; Mr. Christiansen – present; Dr. DePrima – present; Dr. Jackson – present virtually, 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 5:33 p.m.

1.03 Reconvene Open Session/Pledge of Allegiance

Dr. Jackson reconvened the meeting at 6:20 p.m. followed by the Pledge of Allegiance.

1.04 Presentation – Update on Breakthrough Coach Training

Dr. Victoir Cahoon, Assistant Superintendent, presented an update on the Breakthrough Coach Training that administrators and secretaries throughout the district have participated in during the past several months.

- Background of Breakthrough Coach Training
- Foundations Course with five objectives
- Shadowing Senators Program
- Breakthrough Coach in Capital School District
- Change in Work Practices
- Overall Impressions
- Next Steps

1.05 Reorganization of Board of Education (Resolution No. 24-001)

Mr. Martin nominated Ms. Felecia Duggins for President and Dr. Chanda Jackson for Vice President. Dr. DePrima seconded the nominations. On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, nominations were closed. On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, Ms. Felecia Duggins was elected as President and Dr. Chanda Jackson was elected as Vice President for 2023-2024.

1.06 Superintendent Update

Dr. Cade, with the assistance of Monica Shockley-Porter, Public Relations Specialist, presented the Superintendent Update.

Recognitions:

- Mr. Sean P. M. Christiansen for re-election to the Board of Education July 1, 2023 through June 30, 2027.

- Monica Shockley-Porter
 - Featured in the Delaware Business Times “People on the Move”
 - Elected to the Local Journalism Initiative Delaware
 - MILLSUMMIT Spur Impact - 2023 Impact Award

Updates

- Meetings and Events
- Senator Summer Learning Options, Summer 2023

1.07 Board President – Member Updates

Dr. DePrima

- Thanked Dr. Jackson for her service as Board President.
- Wished Ms. Duggins best of luck in the coming year as President.

Mr. Martin

Attended CBOC meeting today.

Thanked Dr. Jackson for her service as Board President.

Wished Ms. Duggins well in her new position.

Mr. Christiansen

- Thanked members of the board and staff for participating with the board in the Hawaiian theme for the Board of Education meeting. Was happy to see everyone in a relaxed mode.
- Thanked Dr. Jackson for her time as President.
- Ms. Duggins – good luck to you.
- Wanted to relay that he received a call from a staff member regarding discrepancies in payroll and that a member of financial office took care of the staff member on a weekend.

Dr. Jackson

- Has been a pleasure to serve as President - ready to support Ms. Duggins.
- Returning from another training in New Orleans with School Board Partners, training concentrated on districts and schools in that teaching and learning should be customized to the student and families of Capital School District.

Ms. Duggins

- Thanked Dr. Jackson for her service as President.
- Thanked Mr. Christiansen for his help during this past year.
- Also attended School Board Partners Conference in New Orleans.

1.08 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 2.01 – 2.06 as presented.

2.01 Personnel (Resolution No. 24-002)

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.	Fitzwater	Mark	School Counselor	August 28, 2023	WH
2.	Hall	Chrystal	Teacher – kindergarten	August 28, 2023	North
3.	Kelsall-Todd	Haley	Teacher – ELA	August 28, 2023	DHS
4.	Lewis	Jaleel	Teacher	August 28, 2023	South
5.	Rigney	Kelsey	Teacher – Spec Ed	August 28, 2023	Hartly
6.	Smith	Holly	Teacher	August 28, 2023	South
7.	Tesno	Michael	Teacher – PE/Health	August 28, 2023	DHS
8.	Ulloa Hiraldo	Luisa	Teacher – Immersion	August 28, 2023	South

B. New – Temporary

1. NONE

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1.	Burke	Diane	Teacher	Summer 2023	Elementary
2.	Francia	Megan	Teacher	Summer 2023	South
3.	Mitchell	Donna	Teacher – 35 days	Summer 2023	WHC
4.	Shaw-Hicks, Shaneeda		CTE Teacher – 4 days	Summer 2023	DHS
5.	Spence	Gabriel	Teacher	Summer 2023	Elementary
6.	Wright	Leah	CTE Teacher – 24 hours	Summer 2023	DHS

b. Non-District Employees

1.	Bates	Michelle	Teacher	Summer 2023	CMS
2.	McIntyre	Thomina	Teacher	Summer 2023	DHS

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1.	Brown	Tiffany	Teacher From South	August 28, 2023	North
2.	Crowley	Carmen	ELL Teacher From DO	August 28, 2023	Middle
3.	Dougherty	Heather	Teacher – Spec Ed From Regular Ed	August 28, 2023	FV
4.	King	Kris	Math Intervention From teacher	August 28, 2023	FV
5.	Palo	Amber	School Nurse From WH	August 28, 2023	FV
6.	Stape	Julianna	Teacher From Hartly	August 28, 2023	South

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

- III. LEAVES
 - A. Leaves - FMLA/STD/Workers Comp
 - 1. NONE
 - 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. NONE

IV. RESIGNATIONS					
A. Harland	Ann	Teacher	June 30, 2023	CMS	
B. Long	Elizabeth	Teacher	June 30, 2023	North	
C. Los	Julie	Teacher	June 30, 2023	KCCS	
D. Ridenour	Sabrina	Teacher	June 30, 2023	TP	

- 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 CERTIFIED PERSONNEL AS LISTED, PENDING CRIMINAL REFERENCE CHECKS AND VERIFICATION OF CERTIFICATION.
- I. APPOINTMENTS
 - A. New – Regular
 - 1. Lamadieu Natasha Parent Liaison August 28, 2023 DO
 - B. New – Temporary

1. Elliott-Quintero	Ingris	Extra Support Para – FT	August 28, 2023	DHS
2. Ogden	Lori	Kindergarten Para – PT	August 28, 2023	North
3. Seeney	Tanisha	Extra Support Para – FT	August 28, 2023	DHS
4. Trott	Charles	Extra Support Para – FT	August 28, 2023	DHS

C. Rehire – Regular

1. Hand-Solomon	Amane	Para – FT	August 28, 2023	KCSILC
2. Shockley	Ashley	Para – FT	August 28, 2023	KCSILC
3. Ventura	Angel	Para – FT	August 28, 2023	KCSILC

D. Rehire – Temporary

1. Griffin	Lawanda	Para – FT	August 28, 2023	KCSILC
2. Monsanto	Allannio	Para – FT	August 28, 2023	KCSILC

E. E.P.E.R.

1. District Employees

a. Barnes	Sterling	Paraprofessional	Summer 2023	Elementary
b. Dickerson	Tejumade	Paraprofessional	Summer 2023	KCCS
c. Harris	Syed	Paraprofessional	Summer 2023	Elementary
d. Phillips	Tanisha	Paraprofessional	Summer 2023	DHS
e. Ridgeway	Sarina	Paraprofessional	Summer 2023	Elementary
f. Rodriguez	Benyette	Paraprofessional	Summer 2023	Elementary
g. Scott	Eugene	Paraprofessional	Summer 2023	KCCS
h. Shukur	Brianni	Paraprofessional	Summer 2023	Elementary
i. Summers	Kailani	Senator Success Para	Summer 2023	DHS
j. Sutherland	McKenzie	Senator Success Para	Summer 2023	DHS
k. Trott	Charles	Paraprofessional	Summer 2023	DHS
l. Wiggins	Darryl	Paraprofessional	Summer 2023	Elementary

2. Non-District Employees

a. Giddens	Toriana	Paraprofessional	Summer 2023	KCCS
b. Jones	Lorraine	Paraprofessional	Summer 2023	South
c. Ngdeau	Carelle	21 st Century Para	Summer 2023	CMS
d. Ngdeau	Dorrelle	21 st Century Para	Summer 2023	CMS
e. Steed	Trinity	Paraprofessional	Summer 2023	KCCS

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Tueros	Doris	Kindergarten Para – PT From Title I Para at South	August 28, 2023	North
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B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Abraham	Joann	Custodian	July 7, 2023	Hartly
2. Gibbs	Barbara	Custodian	June 27, 2023	DHS

B. Leaves - Personal

1. NONE

C. Leaves - Military

1. NONE

D. Leaves - Educational

2. NONE

E. Leaves - Sabbatical

2. NONE

F. Leaves - Extension of Leave

2. NONE

G. Return from Leave

2. NONE

IV. RESIGNATIONS

A. Sicca Dylan Paraprofessional June 30, 2023 DHS

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

2.02 School Choice (Resolution No. 24-003)

School Choice Accept and School Choice Good Cause Accept 2023-2024 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
524944	KN	Fairview	Accept	Inside
586686	KN	Fairview	Accept	Inside
359306	KN	Fairview	Accept	Inside
358641	KN	BTW	Accept	Inside
568518	1	South	Accept	Inside
196215	12	Dover High School	Accept	Outside
284166	12	Dover High School	Accept	Outside
366126	10	Dover High School	Accept	Outside
480842	2	Booker T. Washington	Accept	Inside
353269	1	Fairview	Accept	Inside

School Choice Denied 2023-2024 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
419432	12	Dover High School	Deny-discipline	Outside
065201	8	Excellence	Deny-not good cause reason	Inside
037355	7	Excellence	Deny-not good cause reason	Inside
204122	6	Excellence	Deny-not good cause reason	Inside
155587	7	Excellence	Deny-not good cause reason	Inside

2.03 Financial Reports – June 30, 2023 (Resolution No. 24-004)

Financial reports were not available.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting June 21, 2023 and minutes of special Board of Education meeting June 5, 2023 (Resolution No. 24-005)

Minutes of executive and public sessions of regular Board of Education meeting June 21, 2023 and minutes of special Board of Education meeting June 5, 2023 were approved.

2.06 Field Trips (Resolution No. 24-006)

None

2.07 Student Disciplinary Matters (Resolution No. 24-007)

The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of Student Case #2023-514163:

- Given the seriousness of the offenses, student is not eligible per State statute to return to Capital School District or attend a Consortium Delaware Alternative Program. The implications of the charges also pose a severe safety concern for district students and personnel should this student be afforded an opportunity to receive education services via Dover High School. Student is expelled from Dover High School for 180 days. Student may return to Capital School District for the 2024-25 school year.
- If student should be released from custody before the return date from the expulsion the special education team will determine what on-line services will meet student's IEP.
- Should student wish to return to Capital School District upon completion of expulsion, student should show documentation that no additional criminal charges have been accrued and student does not pose a threat to others.

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

3.01 Update – Construction of Dover Middle School Campus

Mr. Mark Johnson of Richard Y. Johnson presented the update regarding construction on the Dover Middle School Campus.

AREAS F&G-Monumental Stairs and lockers need to be completed

AREAS A&B-Monumental Stairs and lockers need to be completed

AREA C- Ceilings, Auditorium Equipment, Overhead Doors, Sound Rooms, hallway flooring need to be completed

AREA D-Coiling Doors, Ceilings, hallway flooring and lighting need to be completed

AREA E-Bleachers, hallway flooring and paint gym floors need to be completed

AREA H-Sheetrock, painting, ceilings, bullet proof glazing, doors/hardware, casework, and some flooring need to be completed

SITEWORK-Asphalt final coat and striping need to be completed

Overall- Elec/Mech final inspections for Areas C, D and E, fire marshal inspection and final inspections needed for whole building.

3.01A Change Orders –Dover Middle School Campus

There were no change orders submitted this month over \$50,000.

3.02 Contract for Roof Repairs/Replacement Central Middle School (Resolution No. 24-008)

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No. 24-008 approving contract with HK Griffith in the amount of \$415,190 for roof repairs/replacement at Central

3.03 Delaware School Boards Association Membership (Resolution No. 23-132)

On a motion by Dr. DePrima, seconded by Mr. Christiansen, and on a unanimous vote the board adopted Resolution No. 23-132 approving membership in the Delaware School Boards Association.

3.04 National School Boards Association Membership (Resolution No. 23-131)

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board deferred action of National School Boards Association Membership requesting this item be included on the agenda for the September 20, 2023 board meeting.

3.05 Collective Bargaining Agreement between Board of Education and Capital Constables Association (Resolution No. 23-129); Collective Bargaining Agreement between Board of Education and Capital Educational Secretaries Association (Resolution No. 24-011); Collective Bargaining Agreement between Board of Education and Capital Paraprofessionals Association (Resolution 24-012); Collective Bargaining Agreement between Board of Education and Capital Support Association (Resolution No. 23-013)

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote the board amended Agenda 3.05 Collective Bargaining Agreement between Board of Education to vote on each bargaining agreement separately as follows:

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No. 23-129, approving the collective bargaining agreement between Board of Education and Capital Constables Association.

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No. 24-011 approving the collective bargaining agreement between Board of Education and Capital Educational Secretaries Association.

On a motion by Mr. Christiansen, seconded by Mr. Martin and on a roll call vote of 4/1: Dr. DePrima – yes; Mr. Martin – yes; Mr. Christiansen – recuse; Dr. Jackson – yes; Ms. Duggins – yes, the board adopted Resolution No. 24-012 approving the collective bargaining agreement between Board of Education and Capital Paraprofessionals Association.

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No. 24-013 approving the collective bargaining agreement between Board of Education and Capital Support Association.

3.06 Technology Department Salary Scale (Resolution No. 24-009)

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 24-009 approving the updated salary scale for Capital School District Technology Department.

3.07 FY 24 Tax Rate (Resolution No. 24-010)

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board adopted the FY 24 Tax Rate as follows:

	FY 23 Actual	FY 24 Proposed	Increase/Decrease
Current Expense	1.1900	1.2400	0.0500
Debt Service	0.5300	0.5300	-
Minor Cap	0.0620	0.0273	(0.0347)
Tech Maintenance	0.0180	0.0180	-
Extra Time Match	0.0150	0.0150	-
Reading/Math			
Reading Interventionist	0.0041	0.0041	0.0000
Tuition	0.5700	0.5900	0.0200
Total	2.3891	2.4244	0.0353

4.0 Adjournment

4.01 Adjournment

On a motion by Dr. DePrima, seconded by Mr. Martin, and on a unanimous vote, the meeting was adjourned at 8:46 p.m.