

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



**CAPITAL
SCHOOL DISTRICT**

BOARD OF EDUCATION

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

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

Wednesday, January 18, 2023
In-Person/Live Stream Meeting
Administrative Office
MINUTES

Board Members Present:

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

Also Present:

Dr. Vilicia Cade, 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 5:01 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, quorum was established.

1.02 Executive Session

On a motion by Dr. DePrima, seconded by Ms. Duggins, and on a unanimous vote, the Board entered closed session at 5:02 p.m.

1.03 Reconvene Open Session/Pledge of Allegiance

At 5:50 p.m. Dr. Jackson convened the meeting and led those present in the Pledge of Allegiance.

1.04 Superintendent Update

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

Updates:

- Transition 2023: Strategic Planning Session
- Leadership Learning Walks
- League of Innovative Students
- Superintendent's Ladies Network
- Professional Learning & Meetings
- Superintendent's Student Advisory Council
- Shadowing Senators for Success
- Youth Systems Building Academy Grant Submitted

1.05 Board President – Member Updates

Ms. Duggins

- Happy New Year, hope everyone had a chance to relax and enjoy their holidays.
- Visited Hartly Elementary School and helped first graders make cards for patients at the Delaware Home and Hospital for the Chronically Ill.
- Visited Kent County Secondary ILC– students were well behaved and working hard, glad to see career readiness classes for these students.
- Attended the Dr. Martin Luther King, Jr. prayer breakfast on January 16, 2023.
- Has been selected to participate in the School Board Partners Cohort 5.

Mr. Martin

- Welcome back. Hope all spent time with family and friends.

- Also has been selected to participate in the School Board Partners Cohort 5.
- Am committed to focusing on strategies that will benefit out students and improving student achievement.
- Breakthrough Coaching strategies assist in improving work performance and working more efficiently.
- Dr. Martin Luther King, Jr. prayer breakfast was fantastic.

Mr. Christiansen

- We are half way through the school year. Let board members know if you need anything. We support and stand behind all administrators and staff members.

Dr. DePrima

- Happy New Year.
- It has been busy for the beginning of the year – attended strategic planning meetings, construction committee meetings, Delaware School Boards Association meeting. The DSBA meeting was really interesting due to the conversation regarding HB 198. HB 198 requires the implementation of Black History curriculum for K-12 schools. All districts had to file their compliance plans. Capital complied with the law. Suggested that the district make Capital's document public by posting on the website.
- Attended the Citizens Budget Oversight Committee meeting.
- Attended the Board Budget and Operations meetings. Requesting information on the minor cap budget process.

Dr. Jackson

- Also has been selected to participate in the School Board Partners Cohort 5, looking forward to collaboration, speaking with fellow board members throughout the country.
- Attended the Construction Committee meeting and Dr. Martin Luther King, Jr. prayer breakfast.
- Welcome back, hope everyone rested and are ready to continue, appreciate your hard work.

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 Mr. Martin, and on a vote of 4/1: Ms. Duggins – yes; Mr. Martin – yes; Mr. Christiansen – Recuse, Dr. DePrima – yes, Dr. Jackson - yes, the board adopted Consent Items as presented.

2.01 Personnel (Resolution No. 23-073)

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

ADMINISTRATIVE PERSONNEL

V. PENSION

A. Disability

B. Service

1. Daye	Linda	Associate Principal	July 1, 2023	WHMS
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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. Bowen	Jomelle	Teacher – Print Shop	January 23, 2023	DHS
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2. Cassidy	Dawn	Teacher – ELA	February 1, 2023	DHS
3. Cavallaro	Sierra	Teacher – Biology	January 18, 2023	DHS
4. Deisem	Katie	Teacher – Spec Ed	January 3, 2023	KCCS
5. Jacobs	Rose	Teacher – Science	January 3, 2023	DHS
6. Lauver	Jessica	Teacher – Lit Specialist	February 1, 2023	DO
7. Pipe	Robert	Teacher – Grade 1	January 3, 2023	East
8. Whitehead	Mackenzie	Teacher – ILC	January 3, 2023	East

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees

1. Baughman	Adam	Teacher – 21 st Century	January 2023	BTW
2. Mandalas	Dawn	Teacher – 21 st Century	January 2023	BTW
3. Wilson	Michelle	Teacher – 21 st Century	January 2023	BTW

2. Non-District Employees

- a. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Aiken	Kelley	School Nurse From Float Nurse - DO	November 23, 2022	WHMS
2. Carey	Jennifer	Float Nurse From School Nurse - WHMS	November 23, 2022	DO
3. Goodson	Stacey	Teacher – Spec Ed From regular Ed	January 3, 2023	WHMS
4. James	Renata	Teacher – ELA From DHS	January 17, 2023	CMS

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Alison	Teresa	Teacher	December 15, 2022	KCCS
2. Buoncristiano	Peter	Teacher	January 5, 2023	DHS
3. Denman	Michael	Teacher	January 3, 2023	WHMS
4. Eanes	Mary	Spec Ed Coord	December 13, 2022	DO
5. Hamblin	Gail	Teacher	January 3, 2023	Hartly
6. Huff	Kaitlyn	Teacher	November 28, 2022	KCCS
7. Jones	Ashley	Teacher	December 16, 2022	CMS
8. Rump	Melissa	Teacher	January 3, 2023	TP

B. Leaves - Personal

1. Lawrence	LaToya	Teacher	January 3, 2023	ECAP/DHS
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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. Moffett | Tyla | Teacher | January 11, 2023 | WHMS |
| 2. Towns | Whitney | Guidance | January 3, 2023 | CMS |

IV. RESIGNATIONS

- | | | | | |
|---------------|----------|---------|-------------------|-------|
| A. Connell | Kelly | SLP | February 3, 2023 | FV |
| B. Johnson | Reyna | Teacher | December 22, 2022 | WHMS |
| C. Lail | Jennifer | Teacher | January 12, 2023 | East |
| D. Palmer | Katie | Teacher | January 6, 2023 | DHS |
| E. Ringlein | Audrey | Teacher | February 28, 2023 | DHS |
| F. Stephenson | Ron | Teacher | January 12, 2023 | East |
| G. Tice | Mary | Teacher | January 1, 2023 | South |

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

- | | | | |
|-------------------------|----------|--------------|--------|
| 1. Brown-Benton, Vergie | Teacher | July 1, 2023 | WHMS |
| 2. Casey Patrick | Guidance | July 1, 2023 | BTW |
| 3. Charles Cheryl | Teacher | July 1, 2023 | WHMS |
| 4. Christiansen Cynthia | Teacher | July 1, 2023 | TP |
| 5. Eichler Cheryl | Teacher | July 1, 2023 | Hartly |
| 6. Finch Mary | Teacher | July 1, 2023 | South |
| 7. Fitzpatrick Kimberly | Teacher | July 1, 2023 | TP |
| 8. Knight Beth Ann | Teacher | July 1, 2023 | WHMS |
| 9. Moore Terence | Library | July 1, 2023 | South |
| 10. Stevens Lisa | Teacher | July 1, 2023 | DHS |
| 11. Ward Natascha | Teacher | July 1, 2023 | WHMS |
| 12. Willis Pamela | Teacher | July 1, 2023 | CMS |

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. Henrique	Michael	Constable	January 3, 2023	KCSILC
2. Price	Mickie	Constable	January 3, 2023	BTW
3. Tharby	John	Bus Driver	2022-2023 SY	DO

B. New – Temporary

1. Crain	Omari	Extra Support – FT	January 23, 2023	KCCS/WHM
2. Cromwell-Neal	Kace	Para – FT	January 3, 2023	CMS
3. Cutrona	Damon	Para – PT	January 3, 2023	East
4. Denney	Claire	Extra Support – FT	January 3, 2022	KCCS
5. Eaton	Chavez	Para – FT	January 3, 2023	CMS
6. Hampton	Devon	Para – FT	January 3, 2022	East
7. Jones	Gina	Extra Support – PT	January 10, 2023	Hartly
8. Kania	Dana-Marie	Para – FT	January 3, 2023	KCCS
9. Massarelli	Jessica	Para – FT	January 3, 2023	KCCS
10. Norman	Clarissa	Para – FT	January 3, 2023	CMS
11. Pyle	Melissa	Title I Para – PT	January 3, 2023	BTW
12. Scott	Tyreek	Para – FT	January 9, 2023	WHMS

C. Rehire - Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. EPER

1. District Employees

a. Anis	Mirna	21 st Century Para	January 2023	BTW
b. Dixon	Dominique	21 st Century Para	January 2023	BTW
c. Wall	Gerrad	21 st Century Para	January 2023	BTW
d. Wiley	Jamehl	21 st Century Para	January 2023	BTW

2. Non-District Employees

a. Szvitch	Richard	Field Tech	January 9, 2022	DO
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II. Change in Assignment

Classification/Job Title/Condition of Employment

A. Classification

1. Baynard	Howard	Chief Custodian From Custodian	January 3, 2023	East
2. Croft	Christopher	Lead Field Tech From Level 1 Tech	December 19, 2022	DO
3. Daniello	Breanna	Extra Support Para From KCCS/WHMS	January 17, 2023	KCCS/CMS
4. Hill	Amira	Senior Secretary From Secretary	December 12, 2022	CMS
5. Johnson	Ameera	Instructional Para	January 17, 2023	KCCS/CMS

- B. Job Title
1. NONE

- C. Condition of Employment
1. NONE

III. Leaves/Return from Leaves

A. Leaves – FMLA/Medical/Workers Comp

1. Ashley	Donya	Paraprofessional	January 11, 2023	KCCS
2. Dawson	Stanley	Child Nutrition	November 28, 2022	DHS
3. Hoopes	Tracy	Paraprofessional	October 11, 2022	FV
4. Jones	Tylon	Paraprofessional	December 14, 2022	KCSILC
5. Masanque	Edwin	Custodian	January 4, 2023	KCSILC
6. Smith	Gregory	Paraprofessional	January 3, 2023	DHS
7. Smith	Shannon	Paraprofessional	December 12, 2022	KCCS
8. Waddington	Ann	Paraprofessional	December 12, 2022	DHS
9. Yoder	Melissa	Paraprofessional	January 4, 2023	KCCS

- 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. Anderson	Teresa	Paraprofessional	December 13, 2022	DHS
2. Gill	Jessica	Paraprofessional	January 7, 2023	KCCS
3. Morris	Connie	Transportation	January 10, 2023	DO
4. Niblett	Kristina	Paraprofessional	December 7, 2022	KCCS
5. Olt	Ronald	Transportation	January 9, 2023	DO
6. Vaughan	Aaron	Paraprofessional	December 19, 2022	DHS

IV. Resignations

A. Barnes	Brandon	Paraprofessional	January 3, 2023	FV
B. Bean	Saundra	Child Nutrition	January 12, 2023	Hartly
C. Fuller	Malik	Paraprofessional	January 20, 2023	East
D. Harris	Jasmine	Child Nutrition	December 12, 2022	DO
E. Jefferson	Aiecia	Secretary	January 19, 2023	KCSILC
F. Mitchell	Darlene	Child Nutrition	January 6, 2023	East
G. Reed	Jatia	Child Nutrition	January 3, 2023	DHS
H. Sanchez	Marivic	Child Nutrition	January 13, 2023	DO
I. Shinault	Carolyn	Child Nutrition	January 13, 2023	East

V. Pensions

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

- | | | | | |
|-------------|------------|-----------------|--------------|--------|
| 1. Allison | Tamara | Admin Secretary | July 1, 2023 | DO |
| 2. Hill | Carol | Child Nutrition | July 1, 2023 | Hartly |
| 3. Masanque | Edgar | Custodian | July 1, 2023 | KCSILC |
| 4. Walls | Jacqueline | Child Nutrition | July 1, 2023 | DO |

C. Vested Pension

1. NONE

VI. Expiration of Contract/Temporary

1. NONE

VII. Non-Renewal/Termination/Reduction in Force

- | | | |
|----------------|------------------|--|
| a. TERMFY23-11 | Paraprofessional | Insubordination/Neglect of Duty/Misconduct |
| b. TERMFY23-12 | Paraprofessional | Insubordination/Misconduct |
| c. TERMFY23-13 | Custodian | Job Abandonment |
| d. TERMFY23-14 | Transportation | Job Abandonment |

2.02 School Choice (Resolution No. 23-074)

School Choice Accept Remainder of the School Year 2022-2023

Student ID	Grade	School of Choice	Action	Inside/Outside of District
96991	11th	DHS	Accept	Outside

2.03 Financial Reports – December 31, 2022 (Resolution No. 23-075)

Financial reports ending December 31, 2022 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting

December 6, 2022 and special Board of Education meeting December 14, 2022 (Resolution No. 23-076)

Minutes of executive and public sessions of regular Board of Education meeting December 6, 2022 and special Board of Education meeting December 14, 2022 were approved.

3.05 Field Trips (Resolution No. 23-077)

Dover High School BCC to National Museum of African American History, Washington, DC, May 13, 2023

South Dover Fourth Graders to Smithsonian Mall, Washington, DC, May 4, 2023

2.06 Student Disciplinary Matters (Resolution No. 23-078)

The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of Student Case #2023-209682:

- 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 or homebound instruction. The recommendation is to expel student for 180 school days. Student may reregister for admission back to school on January 3, 2024.
- The Capital School District will work with the state court system to determine what on-line and special education services are needed and appropriate, so that student may continue to earn high school credits and maintain student's goals for the IEP.
- Should student wish to return to the Capital School District upon completion of the expulsion, student should show documentation that no additional criminal charges have been accrued and student does not pose a threat to others.

The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of Student Case #2023-323717:

- 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 or homebound instruction. The recommendation is to expel student for 180 school days. Student may reregister for admission back to school on January 3, 2024.
- The Capital School District will work with the state court system to determine what on-line and special education services are needed and appropriate, so that student may continue to earn high school credits and maintain student's goals for the IEP.
- Should student wish to return to the Capital School District upon completion of the 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 & Son, Inc. provided a brief update on the progress of construction of the two new interconnected middle schools as follows:

AREAS F&G- Stonehard Flooring 100% , Lighting 75% , Int. Alum Frames 80%, Ext Doors 95% , Ceiling Grid 90 % , Paint 75%, Casework 95 % , Elevator 95%, Flooring 5% Completed

AREAS A&B- Sheetrock 100 % Completed, Stonehard Flooring 100%, Ceiling Grid 70%, Paint 50%, Elevator 95%, Lighting 25%, Casework 25% Completed

AREA C- Steel Erection 100%, Slab 100%, CMU 90%. Framing 100%, Sheetrock 50% Completed

AREA D- Steel is 100%, CMU Walls 95%, MEP Rough In 90%, ROOF 95%, Completed

Kitchen Hood Hung, Freezer & Cooler Installed

AREA E- Steel 100%, Slab 100%, CMU Walls 100%, and Sprinklers 100%, ROOF 95%, MEP Rough In 75%, Framing 90% Completed

AREA H - Steel 100%, Slabs 95%, Framing 100%, Storefront 65%, MEP Rough In 40%, ROOF 90% Completed

SITEWORK- Sports Fields 90% all light bases and lights installed for parking lot. Trees/Shrubs 85%, Courtyard 95 % Completed, Curbing 50%, Sidewalks 45% Completed

3.01A Change Orders –Dover Middle School Campus

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

3.02 Proposed 2023-2024 School Calendar (First Reading) (Resolution No. 23-079)

On a motion by Dr. DePrima, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No. 23-079 postponing the vote on the 2023-2024 School Calendar for a second reading at the February board meeting on February 15, 2023.

3.03 Financial Position Report (Resolution No. 23-080)

On a motion by Dr. DePrima, seconded by Mr. Christiansen, and on a unanimous vote, the board adopted Resolution No. 23-080 approving the school district financial position report as required under Section 1507, Title 14 Delaware Code, for submission to the Department of Education, January 31, 2023.

3.04 Career Technical Education Programs (Resolution No. 23-081)

- Update on Manufacturing-change to Industrial Technology at Dover High School
- Addition of Emergency Services Program (pending approval) at Dover High School
- Addition of Ag Structures for 2024 school year at KCSILC

On a motion by Mr. Martin, seconded Ms. Duggins, and on a unanimous vote, the board adopted Resolution No. 23-081 approving the three Career Technical Education Programs as presented:

Industrial Technology at Dover High School

Emergency Services (pending approval) at Dover High School

Ag Structures for 2024 School Year at Kent County Secondary ILC

4.0 Executive Session

4.01 Personnel

At 6:50 p.m., on a motion by Mr. Martin, seconded by Dr. DePrima, and on a unanimous vote, the board moved into Executive Session for the purpose of interviews for the position of Assistant Superintendent. At the conclusion of the interviews, the board will reconvene into public session and take action on appointment of Assistant Superintendent followed by adjournment of the meeting.

5.0 Reconvene to Open Session/Adjournment

The board reconvened into public session at 10:23 p.m.

5.01 Appointment of Assistant Superintendent (Resolution No. 23-082)

On a motion by Mr. Martin, seconded by Ms. Duggins, and on a roll call vote: Ms. Duggins – yes; Mr. Martin – yes; Mr. Christiansen – yes; Dr. DePrima – yes; Dr. Jackson- yes, the board adopted Resolution No. 23-082 approving the appointment of Candidate #603 for the position of Assistant Superintendent.

5.02 Adjournment

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the meeting was adjourned at 10:24 p.m.