

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



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, December 6, 2023

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 5:35 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 – present; Mrs. Duggins – present, quorum was established.

1.02 Executive Session

On a motion by Dr. DePrima, seconded by Dr. Jackson, and on a unanimous vote, the Board entered closed session at 5:36 p.m.

1.03 Reconvene Open Session

Ms. Duggins reconvened the meeting at 6:35 p.m. followed by the Pledge of Allegiance.

1.04 Presentation – Safety and Security Update

Mr. Damien Burke presented the Safety and Security Update with the following agenda:

- Organization
- CPTED Assessments
- SAFE DE – Piloting in 2024

1.05 Superintendent Update

Dr. Cade presented the Superintendent Update for December 6, 2023 as follows:

Recognitions –

- Kent County Secondary ILC Sapphire Award for Excellence in School Counseling
- South Dover Elementary School 2023 Recognition School Serving Special Populations
- East Dover Elementary School Cash for Class Winner \$1,000 awarded from the Hertrich Family of Automobile Dealerships
- Dover High School AFJROTC Cash for Class “Fan Favorite” Winner \$2,000 awarded from the Hertrich Family of Automobile Dealerships

Updates and Attendance at Meetings and Events:

- Attendance at meetings and events
 - Penn Study Council
 - Executive Team and Teaching and Learning Meetings
 - State ESP Banquet
 - District Office Employee Updates
 - SI 2 Core Team Committee Meeting
 - Superintendent Student Advisory Council meeting and Superintendent Presidents Council Meeting

As part of the Superintendent Update, Mr. Ben Wells presented slides giving the Board updates on Strategic Intent Plan with six (6) priority goals identified for 2023-2025:

Strategic Intent 1 – Linear and Streamlined

- Goal 1: Update the Facilities Master Plan based upon grade reconfiguration, identified needs, costs, and feasibility. Communicate the plan revisions.
- Goal 2: Develop and ongoing three-year district-wide Professional Development plan.

Strategic Intent 2 – Meeting the Needs of the Whole Child

- Goal 1: Implement a multi-tiered system of support (MTSS) with fidelity across the District.
- Goal 2: Provide rigorous K-12 educational experiences that development Future-Ready skills while ensuring that all students are performing at or above grade level.

Strategic Intent 3 – Senator Pride

- Goal 1: Recruit and retain a high-quality workforce that is driven by our Core Values.
- Goal 2: Develop a comprehensive plan for parent involvement and community engagement.

At this time, Mr. Ronald Berry, Principal, presented Kent County Secondary Intensive Learning Center's State of the School:

- Program Overview including mission and vision statement
- Goals and Instructional Focus for the Year
- Discipline Data
- Attendance Data
- PLCs
- Community Partners
- Highlights and Opportunities for Student Growth

1.06 Board President – Member Updates

Dr. DePrima

- Attended the ESP banquet, really proud of our Ms. Simperts from Hartly.
- Served on CBOC committee to fill two of the four vacant slots. Still looking for a teacher or parent who lives in the district.
- Attended the Board Budget and Operations meeting.
- Assisted students at South Dover in shopping at the school's Christmas shop.
- Happy Holidays, Merry Christmas!

Mr. Martin

- Season's Greetings, Happy Holidays, be sure to vacate your job, spend time with your families, recharge and rejuvenate yourselves over the holiday break. Reclaim time for yourself.
- We bring different talents with different levels of expertise and we have a connection when we have to discuss tough issues and find a consensus.
- In attending conferences, instruction is my focus which I will be bringing that information back to the board.
- Wanted to share that my mother adopted East Dover this year. She also felt the need to help the bus drivers and aides. Every bus driver is getting a hand-made bag filled with supplies for the drivers and aides.
- Thank you all for what you do.

Mr. Christiansen

- Happy Holidays and Season's Greetings, Happy Hanukah, Happy Kwanza, Merry Christmas.

Dr. Jackson

- Lots of opportunities in the district. Important that during this time we think of ways to connect resources to our district. We see the challenges that are occurring in the community. Take the time to do something for yourself.

Ms. Duggins

- Attended induction for safety patrol members at Towne Point. Students were well behaved, taking the job and oath very seriously, very organized.
- Attended ESP banquet.
- It's a difficult time this time of the year for many reasons. Vacate your job, don't answer emails while you're on vacation. Take some time to revitalize, re-energize.
- The DHS Wellness Center is in need of black socks, deodorant, toothpaste, tights. Please donate if you can.

1.07 Public Comment – Faythe Castillo-Carmean spoke regarding concerns of culture and climate at Dover High School and Dover Middle School Campus. Heidi Quiej Satey spoke regarding concerns of teacher retention and issues at the Dover Middle School Campus.

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, the board adopted Consent Items as presented.

2.01 Personnel (Resolution No. 24-056)

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

BOARD OF EDUCATION APPROVAL IS RECOMMENDED FOR ADMINISTRATIVE PERSONNEL AS LISTED, PENDING CRIMINAL REFERENCE CHECKS AND VERIFICATION OF CERTIFICATION.

ADMINISTRATIVE PERSONNEL

VI. EXTENSION OF ADMINISTRATIVE CONTRACTS

Bruce Ashby	June 30, 2026
Robert Bennett	June 30, 2026
Shani Benson	June 30, 2026
Ronald Berry	June 30, 2026
Damien Burke	June 30, 2026
Victoir Cahoon	June 30, 2026
Richard Carter	June 30, 2026
Yvette Davenport	June 30, 2026
Toriano Giddens	June 30, 2026
Kelly Green	June 30, 2026
Michelle Houston	June 30, 2026
Adewunmi Kuforiji	June 30, 2026
Nicole Kurz-McDowell	June 30, 2026
Wm. Ryan Matthews	June 30, 2026
Eugene Montano	June 30, 2026
Takashi Rhoulac	June 30, 2026
Cathy Schreiber	June 30, 2026
Teresa Sharpe	June 30, 2026
Sherrie Sudler	June 30, 2026
David Thomas	June 30, 2026
Ben Wells	June 30, 2026
Melissa White	June 30, 2026

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. Harrell	Teresa	Teacher – SSU	December 4, 2023	East
2. Heldman	Gerard	Teacher	December 18, 2023	North
3. James	Isaiah	Teacher	December 11, 2023	BTW
4. Simpson	Eboni	Teacher	December 18, 2023	South
5. Slansky	Gina	Band Director	December 11, 2023	DHS
6. Slansky	Justin	Teacher – Math	December 11, 2023	MSI

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1. Boyd	Cheston	After School Teacher	November 17, 2023	DHS
2. Vickers	Tanika	21 st Century Teacher	November 27, 2023	WH

b. Non-District Employees

1. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Czyzewski	Taylor	Instructional Coach From Teacher	December 1, 2023	KCCS
2. Flowers	Carlos	Teacher – Spec Ed From Math Intervention - North	January 3, 2024	MSI
3. Knapp	Christopher	Teacher – Social Studies From float position	November 27, 2023	DHS
4. Perez	Raquel	Instructional Coach From MSE	December 18, 2023	WH
5. Unruh	Sarah	Teacher From DHS	January 3, 2024	East

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Brown	Tyshea	Teacher	December 4, 2023	East
2. Hamblin	Gail	Teacher	December 4, 2023	Hartly
3. Harrington	Jill	Spec Ed Coord	November 27, 2023	EC
4. Heckman	Victoria	Teacher	November 27, 2023	MSI

B. Leaves – Personal

1. Pitti	Mariana	Teacher	Jan. 22 – Feb. 26, 2024	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. Freeman | Mia | School Counselor | November 18, 2023 | DHS |
| 2. Gavin | Dasianee | Teacher | December 11, 2023 | MSE |
| 3. Newsome | Wayne | Teacher | November 7, 2023 | MSI |

IV. RESIGNATIONS

- | | | | | |
|----------------|----------|------------------|-------------------|--------|
| A. Alexander | Amanda | School Counselor | December 31, 2023 | East |
| B. Jones | Kelly | LCSW | December 21, 2023 | KCSILC |
| C. O'Keefe | Jennifer | Teacher | December 31, 2023 | North |
| D. Quiej Satay | Heidi | Teacher | December 31, 2023 | MSI |
| E. Stape | Julianna | Teacher | January 2, 2024 | South |

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. Cooper | Eric | Custodian – Night Shift | November 28, 2023 | East |
| 2. Friedman | Travis | L2 System Administrator | December 4, 2023 | DO/Tech |
| 3. Kersey | Robert | Constable – Float – PT | November 20, 2023 | DO |
| 4. May | Antonio | Transportation | December 4, 2023 | DO |
| 5. Roussaw | Cynthia | Custodian – Night Shift | November 21, 2023 | WH |

B. New – Temporary

1. Bailey	Hope	Paraprofessional	January 8, 2024	WH
2. Benson	Coraja	Paraprofessional	November 28, 2023	MSI
3. Durham	Tara	Paraprofessional – PT	November 27, 2023	East
4. Harris	Zelena	Extra Support Para	November 27, 2023	South
5. Jernigan	Kaneisha	ISS Para	December 4, 2023	MSI
6. Johnson	Januari	Paraprofessional – SSU	December 4, 2023	East
7. Jones	Denzel	Paraprofessional	December 4, 2023	DHS
8. Jones	Monica	General Worker – CN	November 28, 2023	Middle
9. Lumpkin	Jonathan	Paraprofessional	December 11, 2023	DHS
10. McGrath	Sean	Paraprofessional	December 4, 2023	DHS
11. Mondulus	Wislene	Extra Support Para	December 7, 2023	KCCS
12. Newton	Brittany	Extra Support Para	December 7, 2023	KCCS/WH
13. Rainey	Deja	Paraprofessional – PT	November 27, 2023	East

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1. Kibler	Katelyn	21 st Century Para	November 30, 2023	Hartly
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b. Non-District Employees

1. Johns	Malcolm	Hall Monitor	December 4, 2023	DHS
2. Williams	Cassandra	Hall Monitor	November 30, 2023	DHS

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Eaton	Chavez	Paraprofessional From DHS	December 7, 2023	WH
2. Jones	Barry	Safety Monitor Supervisor From Safety Monitor	December 1, 2023	DO
3. Moorman	Juliana	Paraprofessional From DHS	November 28, 2023	KCCS

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Garner	Mary	Transportation	December 6, 2023	DO
2. Kim	Woo	Custodian	November 27, 2023	DO

B. Leaves - Personal

1. Roy	Ashley	Paraprofessional	12/4/23 – 1/23/24	KCCS
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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. Callejas	Theresa	Child Nutrition	November 15, 2023	WH
2. Rice	Abbey	Paraprofessional	November 20, 2023	KCCS

IV. RESIGNATIONS

A. Foston	Mica	Paraprofessional	December 4, 2023	BTW
B. Joyner	Tyrek	Paraprofessional	November 17, 2023	DHS
C. McIntyre	Clyde	Field Technician	November 10, 2023	DO/Tech

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Roussaw	Cynthia Ann	Custodian	December 31, 2023	WH
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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. TERMFY24-06	Paraprofessional	November 20, 2023	KCCS
	Excessive absenteeism		
2. TERMFY24-07	Transportation	December 6, 2023	DO
	Poor performance		
3. TERMFY24-08	Child Nutrition	November 15, 2023	DO
	Job abandonment		
4. TERMFY24 -09	Custodian	December 1, 2023	DO
	Job abandonment		

2.02 School Choice (Resolution No. 24-057)

School Choice Good Cause Accept 2023-2024 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
439006	4	South	Accept	Outside
569132	KN	South	Accept	Outside

School Choice Good Cause Denied 2023-2024 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
524508	1	FV/South/North	Deny - Not good cause	Inside

2.03 Financial Reports – November 30, 2023 (Resolution No. 24-058)

Financial Reports for November 30, 2023 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting November 15, 2023 (Resolution No. 24-059)

Minutes of executive and public sessions of regular Board of Education meeting November 15, 2023 were approved.

2.05 Field Trips (Resolution No. 24-060)

Dover High School Dance students to Regional High School Dance Festival, March 6-10, 2024, Norfolk, VA
Dover High School Senator Success students to Bowie SU in Bowie, MD and Howard U in Washington, DC, January 25, 2024

2.06 Student Disciplinary Matters (Resolution No. 24-061)

None

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

3.01 Update – Construction of Dover Middle School Campus

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

- Becker Morgan Group, RY Johnson & contractors met with the Fire Marshall regarding monumental stairs and reviewed a mock-up of a smoke screen and changing sprinkler heads. All parties agreed with install and work will be completed during Christmas Break.

Renovations Central Campus

- Roof Project- Shingles have been installed. Flat roof replacement is 90% completed.
- Cupola is 100% repaired.
- Masonry Project - Power washing has begun to prepare for masonry mortar repairs.

3.01A Change Orders –Dover Middle School Campus

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

3.02 Dover Middle School Campus Finishes (Resolution No. 24-062)

- Painting Bleachers
- Guard Rails
 - *Option 3 replace guard rail with new guard rails
 - *Option 4 replace guard rail with new bollards

Mr. Christiansen made a motion which was seconded by Mr. Martin to approve the painting of the bleachers at the Dover Middle School Campus through a quote from Cassidy Painting in the amount of \$148,800 and to maintain the current guard rails at the Dover Middle School Campus through a Capital School District Art Project with Senator Pride. After board discussion, Mr. Christiansen withdrew the motion. Further discussion occurred and Mr. Christiansen requested a resolution number to make this agenda item into two resolutions: Resolution No. 24-062 for painting of bleachers at the Dover Middle School Campus; Resolution No. 24-066 for action on the guard rails.

On a motion by Mr. Christiansen, seconded by Mr. Martin and on a roll call vote of 4/1: Dr. DePrima – No; Mr. Martin – Yes; Mr. Christiansen – Yes; Dr. Jackson – yes; Ms. Duggins – Yes, the board adopted Resolution No. 24-062 approving the painting of the bleachers at the Dover Middle School Campus through a quote from Cassidy Painting in the amount of \$148,800.

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board approved Resolution No. 24-066 approving Dr. DePrima's idea of maintaining the current guard rails and exploring ideas with the staff of painting Senator blue and white with art work the current guard rails at the Dover Middle School Campus.

3.03 National School Boards Association Conference April 6-8, 2024 (Resolution No. 24-063)

On a motion by Dr. DePrima, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No. 24-063 approving registration and travel expenses for the five board members to attend the NSBA National Conference April 6-8, 2024.

3.04 Discussion and action regarding December 15, 2023 and December 18, 2023 being asynchronous days for students at the Dover Middle School Campus only due to logistical and operational needs (Resolution No. 24-064)

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No 24-064 approving December 15, 2023 and December 18, 2023 as asynchronous days for students at the Dover Middle School Campus only due to logistical and operational needs.

3.05 Executive Session to Conclude Discussions started at the Executive Session that commenced this Meeting

On a motion by Dr. DePrima, seconded by Mr. Christiansen, and on a unanimous vote, the board moved into executive session at 8:40 p.m. and noted the board will return to public session.

The board reconvened into public session at 11:05 p.m.

3.06 Discussion and Action with Regard to the Terms of the Superintendent's Contract (Resolution No. 24-065)

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a roll call vote of 5/0: Dr. DePrima – yes; Mr. Martin – yes; Mr. Christiansen – yes; Dr. Jackson – yes; Ms. Duggins – yes, the board determined it would not take action with regard to 3.06 and instead would obtain additional information and revisit the issue at a future meeting.

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 11:07 p.m.