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

Wednesday, November 15, 2023
In-Person/Live Stream Meeting
Administrative Office
MINUTES

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***

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 Mr. Christiansen, and on a unanimous vote, the board entered open session at 5:33 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 Mr. Martin, and on a unanimous vote, the Board entered closed session at 5:34 p.m.
1.03 Reconvene Open Session
Ms. Duggins reconvened the meeting at 6:25 p.m. followed by the Pledge of Allegiance.
1.04 Presentation – Data Presentation
Mr. Ade Kuforiji presented an update on ESSER Funds as listed below
ESSER Funds II Budget, Expense, Encumbrance, Available for these categories:

- Air Quality/Indirect Costs
- Technology
- Long term closure/Nutrition
- Learning/Instructional
- Mental Health
- Cleaning Supplies
- Summer Boost

ESSER Funds III Budget, Expense, Encumbrance, Available for these categories:

- Air Quality
- Technology
- Repairing and Improving Facilities
- Long term closure/Nutrition
- Learning/Instructional
- Mental Health
- Indirect Costs
- Cleaning Supplies
- Summer Boost/programming
- Needs of Students w/Disabilities

1.05 Superintendent Update

Dr. Cade presented the Superintendent Update for November 15, 2023 as follows:

Updates and Attendance at Meetings and Events:

- Super Senator Day – October 14, 2023
- Attendance at meetings and events
- Dr. Cade sworn in as Presidential Commissioner
- DSU Black Farmers Conference
- Supporting our Well-Being Campaign
- Shadowing Senators for Success
- American Education Week November 13-17, 2023

As part of the Superintendent Update, Principal Jennifer Christman of East Dover Elementary shared East Dover's State of the School as follows:

- East Dover Elementary School – a K-4 school with Pre-K, Senator Step-Up and District Academic "C" Setting
- A Leader in Me School focused on achievement, perception and process
- Achievement Data
- Perception Data
- Process Data
- 21st Century Program
- Partnerships

1.06 Board President – Member Updates

Dr. DePrima

- Has been attending DSBA legislative committee meetings. DSBA is focused on getting more kinds of funding for IT, ELL, safety and security, mental health, Pre-K support. Also discussing that using SAT scores to measure student academic growth is not good for Delaware. DSBA goals are aligned with the State Superintendents' Goals
- Attended Board Budget and Operations and Construction Committee meetings.
- Hope the district plans on working on air quality measuring district wide.
- Attended Excellence in Education Luncheon. Learned that grants are available and hope that next year some of our schools apply for these grants.
- Looked at the spreadsheet provided that listed the partnerships of our schools and districts and was pleased to see that we have over 100 partnerships: 10 partnerships with religious organizations, 8 partnerships with higher education institutions, 33 partnerships are affiliated with non-profit organizations, 4 partnerships with fraternities, 23 partnerships with organizations for profit, 7 partnerships with state government, 2 barbers, and partners with vocational learning.

Mr. Martin

- I love the transition of seasons, fall to Thanksgiving to winter. Want to express gratitude for what you do. Hope you take time to spend with your families and loved ones, and be safe if you travel.
- Attended two DHS football games, well coached, fans are great, band is spectacular. There is a lot going on behind the scene.
- I want to thank Dr. Cade for "Shining Her Love" spotlight on me in the November Senator Newsletter.
- Happy Thanksgiving.

Mr. Christiansen

- Dover High School football – Go Senators!

Dr. Jackson

- Enjoy the time off with your families, have fun and be safe!

Ms. Duggins

- Enjoy your time off with your families.

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 roll call vote of 4/1: Dr. Deprima – yes, Mr. Martin - yes, Mr. Christiansen – recuse; Dr. Jackson – yes; Ms. Duggins – yes, the board adopted Consent Items as presented.

2.01 Personnel (Resolution No. 24-044)

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

I. APPOINTMENTS

A. New – Temporary

1. Mitchell Donna Acting Assoc. Principal November 15, 2023 WH

VI. EXTENSION OF ADMINISTRATIVE CONTRACTS

Tania	Alexander	June 30, 2026
LaWanda	Burgoyne	June 30, 2026
Lyndsey	Dietz	June 30, 2026
Joseph	Evans	June 30, 2026
Joseph	Fuller	June 30, 2026
Gabriella	Gedney	June 30, 2026
Kiana	Gray	June 30, 2026
Lenita	Green-McIntyre	June 30, 2026
Sandra	Henning	June 30, 2026
Roger	LeBlanc	June 30, 2026
Frederick	Makofka	June 30, 2026
Mary	Murrian	June 30, 2026
Marie	Robinson	June 30, 2026
Jesse	Shrader	June 30, 2026
Shawndell	Solomon	June 30, 2026
Sheralyn	Wiley	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.	Bracy	April	Teacher	November 27, 2023	KCCS
2.	Butz-Miller	Melissa	Spec Ed Liaison	October 30, 2023	DO
3.	French	Brandy	Teacher – Kindergarten	November 8, 2023	East
4.	Jones	Belineda	Parent Liaison	November 15, 2023	DO
5.	Minor	Alexandrea	Behavior Intervention	November 6, 2023	East
6.	Pierce	Aziah	Behavior Intervention	November 15, 2023	South
7.	Rivera	Miguel	Teacher	November 13, 2023	BTW
8.	Scott	Rebecca	Teacher	November 6, 2023	KCCS
9.	Shukur	Brianni	Teacher – Social Studies	October 23, 2023	DHS

10. Snyder	Jennifer	CTE Digital Comm	December 18, 2023	DHS
11. Turulski	Brooke	Teacher – PreK	November 6, 2023	EC

C. Rehire – Regular
1. NONE

D. Rehire – Temporary
1. NONE

E. E.P.E.R.
a. District Employees

1. Barcus	Heather	21st Century Teacher	October 23, 2023	Hartly
2. Davis	Stephanie	21st Century Teacher	October 30, 2023	BTW
3. Dittmar	Olivia	21st Century Teacher	October 30, 2023	BTW
4. Holman	Amanda	Twilight Teacher	November 6, 2023	DHS
5. Lin	Li Li	21st Century Teacher	November 6, 2023	Hartly
6. McIntyre	Dewitt	Twilight Teacher	November 6, 2023	DHS
7. Skripko	Jennifer	Twilight Teacher	November 6, 2023	DHS
8. Synoski	Karin	Twilight Teacher	November 6, 2023	DHS

b. Non-District Employees
1. NONE

II. CHANGE IN ASSIGNMENT
Classification/Job Title/Condition of Employment
A. Classification

1. Baughman	Adam	Teacher From BTW	November 20, 2023	South
2. George	Garrett	Dean of Students From Teacher	November 13, 2023	DHS
3. North	Sara	Teacher – PreK From East	November 13, 2023	EC
4. Skripko	Robert	Spec Ed Coordinator From Teacher	October 25, 2023	KCCS
5. Smith	Cory	Dean of Students From Teacher at TP	November 20 2023	MSE

B. Job Title
1. NONE

C. Condition of Employment
1. NONE

III. LEAVES
A. Leaves - FMLA/STD/Workers Comp

1. Bordley-Hughes, Shannon		Teacher	October 25, 2023	East
2. Casey	Mary Pat	Teacher	October 25, 2023	DHS
3. Christman	Charles	Teacher	November 13, 2023	DHS
4. Hall	Chrystal	Teacher	October 31, 2023	North
5. Lee	Evan	Teacher	October 2, 2023	DHS
6. Mallard	Justice	Nurse	November 7, 2023	MSI
7. McGrellis	Marie	Teacher	October 12, 2023	KCCS
8. Newsome	Wayne	Teacher	October 25, 2023	MSI

9. Ostram-Tuxward, Harmony		Teacher	November 1, 2023	South
10. Pitti-Santiago	Mariana	Teacher	October 23, 2023	DHS
11. Plews	Jennifer	Counselor	October 19, 2023	FV
12. Torbert	Taryn	Teacher	November 7, 2023	MSE

B. Leaves – Personal

1. Chupp	Katelyn	Teacher	November 13, 2023	North

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. Chupp	Katelyn	Teacher	November 13, 2023	North
2. Czyzewski	Taylor	Teacher	October 19, 2023	DHS
3. Eaby	Julie	Teacher	October 23, 2023	BTW
4. Fuller	Ryan	Teacher	November 6, 2023	DHS
5. Hunter	Lauren	Teacher	October 5, 2023	Hartly
6. Smith	Richenda	Teacher	October 23, 2023	BTW

IV. RESIGNATIONS

A. Crowley	Carmen	Teacher	November 15, 2023	Middle
B. Hampton	Jacqueline	Spec Ed Coord	December 8, 2023	DO
C. Holland	Jameelah	Teacher	November 17, 2023	KCSILC
D. Landon	Amber	Teacher	December 8, 2023	South
E. Metcalfe	Tina	Teacher	November 30, 2023	South
F. Middleton	Rachel	Teacher	November 20, 2023	North
G. Miller	Monique	Teacher	December 1, 2023	Middle
H. Morgan	Eric	Teacher	November 30, 2023	DHS
I. Norris	Elaine	Teacher	December 29, 2023	South
J. Webb	Jessica	Teacher	November 6, 2023	BTW

V. PENSIONS
Disability/Service/Vested

A. Disability
1. NONE

B. Service Pension

1. Footman	Samuel	Teacher	July 1, 2024	MSE

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.	Benson	Corina	Senior Secretary	November 14, 2023	South
2.	Foster	Alexis	Transportation	November 6, 2023	DO
3.	Hinson	Nikoa	Transportation	November 8, 2023	DO
4.	Patrick	Jordan	Custodian – Night Shift	November 1, 2023	Middle
5.	Richards	Shena	Constable	November 1, 2023	East
6.	Ridgway	Shadeea	Custodian – Night Shift	November 1, 2023	WH
7.	Scott	Brandon	Custodian – Night Shift	November 1, 2023	South
8.	Smalls	Kurt	Custodian – Night Shift	November 6, 2023	Middle

B. New – Temporary

1.	Bloom	Gina	Instructional Para – FT	October 24, 2023	DHS
2.	Borras	Javier	Title I Para – PT	November 14, 2023	South
3.	Castro Dawson,	Sandra	Instructional Para – PT	November 6, 2023	East
4.	Cottman	Shalara	Instructional Para – FT	November 15, 2023	DHS
5.	Davis	Danielle	DAP Para – FT	October 23, 2023	DHS
6.	Davis	Darius	Title I Para – PT	November 6, 2023	South
7.	Delgado	Joseph	Instructional Para – FT	October 31, 2023	DHS
8.	Deshields	Belinda	General Worker – PT	November 6, 2023	BTW
9.	Dickerson	Erniesha	Instructional Para – FT	November 1, 2023	East
10.	Earl	Dwayne	Para for Virtual Ther. – FT	November 6, 2023	South
11.	Frye	Michele	Instructional Para – FT	November 6, 2023	KCCS
12.	Guinn	Marie	Extra Support Para – FT	November 6, 2023	KCCS
13.	Hill	Charlotte	General Worker – PT	November 6, 2023	Middle
14.	Kempista	Katie	Instructional Para – FT	October 23, 2023	East
15.	Lewis	Donteshia	Instructional Para – FT	October 16, 2023	KCCS
16.	Martinez	Jogeily	Title I Para – PT	October 23, 2023	South
17.	McBride	Shayla	Paraprofessional – FT	November 6, 2023	East
18.	Morris	Tiffany	Extra Support Para – FT	November 6, 2023	East
19.	Nelson	John	Extra Support Para – FT	November 1, 2023	KCCS
20.	Olshenske	Logan	Extra Support Para – FT	October 29, 2023	KCCS
21.	Parker	Marshae	Instructional Para – FT	October 23, 2023	DHS
22.	Parker	Mary	General Worker – PT	November 6, 2023	Middle
23.	Prouse	Evelyn	Instructional Para – FT	November 27, 2023	KCCS
24.	Rinehart	Ayanna	Instructional Para – FT	November 15, 2023	DHS
25.	Roberson	Lori	General Worker – PT	November 6, 2023	DHS
26.	Seabrooks	Michelle	Extra Support Para – FT	November 6, 2023	East
27.	Simmons	Jakai	Instructional Para – FT	October 23, 2023	KCSILC
28.	Stoner	Brianna	Paraprofessional – FT	November 6, 2023	East
29.	Thomas	Jeanine	Office Para – FT	November 6, 2023	KCCS/BTW
30.	Tyndall	Jordan	General Worker – PT	November 1, 2023	Hartly
31.	Yoder	Melissa	Instructional Para – FT	November 6, 2023	KCCS

C. Rehire – Regular

1. NONE

D. Rehire – Temporary
1. NONE

E. E.P.E.R.
a. District Employees

1. Bedford	Joseph	21st Century Para	October 23, 2023	Middle
2. Granitto	Maria	21st Century Para	November 6, 2023	North
3. Harris	Syed	21st Century Para	October 23, 2023	Middle
4. Jones	Lorraine	21st Century Para	October 26, 2023	South
5. Sann	Alexis	Coach – Varsity Softball	March 1, 2024	DHS
6. Taylor	Jonathan	21st Century Para	October 23, 2023	Middle
7. Ventura	Angel	21st Century Para	November 6, 2023	North
8. Vidrine	Reagan	21st Century Para	October 23, 2023	East
9. Washington,	Janay	21st Century Para	October 23, 2023	Middle
10. Westley	Kenderlynn	After School Para	October 23, 2023	DHS

b. Non-District Employees

1. Obidike	Brandin	21st Century Para	November 6, 2023	North
2. Rodriguez	Richardo	Wrestling – Asst Coach	Winter 2023	Middle

II. CHANGE IN ASSIGNMENT
Classification/Job Title/Condition of Employment
A. Classification

1. Davis	Stephanie	Instructional Para – FT From Title I PT	October 20, 2023	BTW
2. Elliot-Quintero,	Ingris	Extra Support Para – FT From DHS	November 6, 2023	KCCS/BTW
3. Foston	Mica	Title I Para – PT From FT in Early Childhood	October 18, 2023	BTW
4. Johnson	Ameera	Instructional Para – FT From KCCS	November 30, 2023	DHS
5. Reed	Laurie	Constable – FT Was part time	October 23, 2023	DHS

B. Job Title
1. NONE

C. Condition of Employment
1. NONE

III. LEAVES
A. Leaves - FMLA/STD/Workers Comp

1. Burgett	Raven	Paraprofessional	November 6, 2023	KCCS
2. Callejas	Teresa	Child Nutrition	November 7, 2023	WH
3. Duffy	Thaddeus	Paraprofessional	November 15, 2023	East
4. Franklin-Rench,	Marvin	Custodian	September 20, 2023	WH
5. Hall	Michael	Transportation	October 2, 2023	DO
6. Moses	Ceceila	Transportation	November 14, 2023	DO
7. Reed	Charlene	Transportation	November 14, 2023	DO
8. Rice	Abbey	Paraprofessional	October 31, 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. Burden	Jasmin	Paraprofessional	November 20, 2023	KCCS
2. Dawson	Stanley	Child Nutrition	October 23, 2023	DHS
3. Roy	Ashley	Paraprofessional	November 1, 2023	KCCS
4. Viray	Benjamin	Custodian	October 12, 2023	DHS

IV. RESIGNATIONS

A. Campagnini	Brittinie	Paraprofessional	November 17, 2023	KCCS
B. Corsi	Carmen	Senior Secretary	October 20, 2023	South
C. Hill	Tiffane	Senior Secretary	December 1, 2023	DO
D. Hoopes	Tracey	Paraprofessional	October 25, 2023	FV
E. Perone	Kaileigh	Paraprofessional	November 3, 2023	DHS
F. Sell	Tyler	Technology	November 3, 2023	DO
G. Vest	Shavon	Transportation	November 1, 2023	DO
H. Wiggins	Darryl	Paraprofessional	December 1, 2023	WH
I. Zepeda	Sally	Paraprofessional	November 21, 2023	KCCS/BTW

V. PENSIONS
Disability/Service/Vested

A. Disability
   1. NONE

B. Service Pension

1. Powell	Richard	Paraprofessional	January 1, 2024	KCCS
2. Woodard	Charles	Lead Constable	November 30, 2023	DO

C. Vested Pension
   1. NONE

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT
   1. NONE

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

1. TERMFY24-04	Paraprofessional	October 20, 2023	Uncertified para
2. TERMFY 24-05	Paraprofessional	November 9, 2023	Unapproved leave

2.02 School Choice (Resolution No. 24-045)

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

Student ID	Grade	School of Choice	Action	Inside/Outside of District
438595	2	Fairview	Accept	Inside
87802	11	DHS	Accept	Inside

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

Student ID	Grade	School of Choice	Action	Inside/Outside of District
531387	KN	East Dover	Deny - Capacity	Outside

2.03 Financial Reports – October 31, 2023 (Resolution No. 24-046)
Financial Reports for October 31, 2023 were approved.
2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting October 11, 2023 (Resolution No. 24-047)
Minutes of executive and public sessions of regular Board of Education meeting October 11, 2023 were approved.
2.05 Field Trips (Resolution No. 24-048)
Dover High School Cheerleading to Orlando, FL, March 15-18, 2024
Dover High School Music Department to Orlando, FL, April 24-28, 2024
East Dover 3rd Graders to Washington, DC, April 17, 2024
Dover High School Dance Academy to New York, New York, February 21, 2024
South Dover 3rd Graders to Philadelphia, PA, December 1, 2023
2.06 Student Disciplinary Matters (Resolution No. 24-049)
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

- AREA C- Auditorium is completed. Cafeteria Ceiling completed.

Renovations Central Campus

- Roof Project- Shingles have been installed. Flat roof replacement is 75% completed.

3.01A Change Orders –Dover Middle School Campus
There were no change orders over $50,000.

3.02 Central Campus Renovations (Resolution No. 24-050)
On a motion by Dr. DePrima, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No. 24-050 approving documents to be submitted by the architect for Central interior renovations.

3.03 Substitute Nurse Pay (Resolution No. 24-051)
On a motion by Dr. DePrima, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No. 24-051 increasing the daily rate for substitute nurse pay to $225.00.

3.04 Unit Count/K-3 Class Size Analysis (Resolution No. 24-052)
On a motion by Mr. Martin, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 24-052 approving the waiver of 14 Del. C. 1705A for South Dover Elementary School and its established maximum student-to-instructor of ratio of 22-1 in Kindergarten through third grade classes as of the last Day of October, 2023.

3.05 98% Waiver Request
On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 24-053 approving waiver for 98% Factor – 14 Del. C. 1704(4) for Hartly Elementary School.

3.06 Discussion and action with regard to resolution of a pending litigation matter (Resolution No. 24-041)

On a motion by Mr. Martin, seconded by Mr. Christiansen, and on a unanimous vote, the board adopted Resolution No. 24-041 authorizing the administration to resolve the pending litigation matter discussed in executive session.

3.07 Discussion and action with regard to proceeding with a potential litigation matter discussed in executive session (Resolution No. 24-054)
On a motion by Dr. DePrima, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Resolution No. 24-054 authorizing the administration to proceed with the potential litigation matter discussed in executive session.

3.08 Revisions Policy #700-02 Student Attendance Regulations (First Reading) (Resolution No. 24-055)
On a motion by Mr. Christianson, seconded by Dr. Jackson, and on a unanimous vote, the board deferred the first reading of Revisions Policy #700-02 Student Attendance Regulations until the December Board of Education meeting.

4.0 Adjournment
4.01 Adjournment
On a motion by Mr Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the meeting was adjourned at 8:40 p.m.