

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



BOARD OF EDUCATION

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

Tuesday, March 21, 2023

In-Person/Live Stream Meeting

Administrative Office
MINUTES

Board Members Present:

Dr. Jackson – absent at roll call but arrived at 5:40 p.m.
Dr. DePrima
Mr. Christiansen
Mr. Martin – absent at roll call but arrived at 5:40 p.m.
Ms. Duggins

Also Present:

Dr. Vilicia Cade, CEO and Superintendent
Dr. Victoir Cahoon, Assistant Superintendent
Ade Kuforiji, Chief Financial Officer
Ben Wells, Chief Information Officer
Tania Alexander, Officer of Equity/School
Improvement
Damien Burke, Chief Operations Officer

1.0 Open Session

On a motion by Mr. Christiansen, seconded by Ms. Duggins, 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 3/2: Mrs. Duggins – present; Mr. Martin – absent; Mr. Christiansen – present; Dr. DePrima – present; Dr. Jackson – absent, quorum was established.

1.02 Open Session

I. Dr. Cade, board members and executive team members participated in a Team Building activity entitled “True Colors” and were requested to describe themselves according to color: Gold, Green, Orange, and Blue. Once participants identified their leading personal styles, they formed into like groups to discuss the communication and attributes of each style. The whole group then discussed the possible implications in the classroom if the individual colors began to fade.

II. Consultant – Scope and Score of Service for Review of Internal and External Rental Agreement and Board Policies.

- a. Those present were divided into three groups to review Board Policy #400-08 Use and Supervision of School and District Facilities and Internal and External Rental Agreement. Each group had specific questions to answer:
 - Who is included in Category I, Category II, and Category III status for renting in the Capital School District?
 - How many dates in advance can the district’s facilities not be rented?
 - During which times should the buildings and all outside activities be limited?
 - What is the minimum number of days that is requested for the use of buildings and grounds?
 - Who are building rentals subject to approval by?
 - What is the non-refundable fee?
- b. Dr. Cade reviewed the proposal for potential scope of service for development and revision of certain Board Policies.

III. Mrs. Tania Alexander presented the 2023 Summer Programming for students in grades PreK-12 which included the following:

- Elementary Summer Programming
- Early Childhood Summer Programming
- KCCS Summer Programming
- Middle School Programming Credit Recovery

- High School Credit Recovery and High Intensity Tutoring

IV. CEO and Superintendent Evaluation – Dr. Cade and board members participated in a mid-year review professional conversation to assess the progress of the district. The board members provided preliminary feedback on progress toward the Superintendent’s competencies Part I Professional Learning Standards for Education Leaders and Part II Capital School District’s Priority Goals and Measures.

1.02 Adjournment

On a motion by Mr. Christiansen, seconded by Ms. Duggins, and on a unanimous vote, the meeting was adjourned at 8:35 p.m.