

**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

|     |                    |
|-----|--------------------|
| (A) | <b>ACTION</b>      |
| (D) | <b>DISCUSSION</b>  |
| (I) | <b>INFORMATION</b> |

**Wednesday, June 21, 2023**  
In-Person/Live Stream Meeting  
Administrative Office  
**MINUTES**

### **Board Members Present:**

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

### **Also Present:**

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

### **1.0 Open Session**

Vice President Anthony DePrima opened the meeting at the request of President Jackson who participated in the meeting virtually.

On a motion by Mr. Martin, seconded by Ms. Duggins, and on a unanimous vote, the board entered open session at 5:30 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 Ms. Duggins, seconded by Mr. Martin, and on a unanimous vote, the Board entered closed session at 5:32 p.m.

#### **1.03 Reconvene Open Session/Pledge of Allegiance**

At 6:35 p.m., on a motion by Mr. Martin, seconded by Ms. Duggins, and on a unanimous vote, Dr. DePrima reconvened the meeting.

#### **1.04 Presentation – Administrative Hiring Processes**

Ms. Mary Cooke, Director of Human Resources, discussed the Administrative Hiring Processes through a power point presentation with the following steps:

- Stage 1 – Posting Vacancy
- Stage 2 – Screening Applications (with screening rubric)
- Stage 3 – Interviewing Candidates
- Stage 4 – Scoring Process (with example of scoring rubric)
- Onboarding Administrators

#### **1.05 Superintendent Update**

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

Recognitions:

- Dover High School Marketing III Students
- Towne Point Elementary School Chorus

#### **Proclamations**

- William Henry Campus

#### **Updates**

- Meetings and Events
- State of our Schools May 25, 2023
- IIE: Lead Women's Leadership Institute on Education and Innovation, Tarrytown, NY

- Future of Learning Summit, Birmingham Alabama
- Dover Safeway Reopening June 9, 2023
- Dover High School Graduation June 9, 2023
- Visit to the White House on June 13, 2023 for Juneteenth Celebration
- Noble's Pond Award Presentation on June 14, 2023
- Senator Summer Learning Options, Summer 2023

## **1.06 Board President – Member Updates**

Ms. Duggins

- State of our Schools event was well done.
- Attended Senior Awards, wonderful ceremony.
- Attended State banquet for Behavioral Health Professionals of the Year; attended banquet at Dover High School for Capital's Teachers of the Year, Educational Support Professionals, Behavioral Health Professionals; attended retirement ceremony at district office.
- Visited Hartly Elementary School. Very impressed with the Leader in Me Program.
- Visited Towne Point Elementary School to join the school for their sponsorship dinner and enjoyed the selection by the fantastic chorus.
- Participated in the Policy and Practice Institute held at Dover High School which was very well supported by Mrs. Solomon and the DHS team.
- Feels good to be a part of Capital

Mr. Martin

- Had the pleasure of attending the Dover High School graduation – staff did a wonderful job.
- Kudos to Dr. Cade and team – State of our Schools was marvelous.
- Requested an update from staff members who have participated in training with Break-Through Coach. Has the training made people more effective?
- Remember to celebrate our successes.

Mr. Christiansen

- State of our Schools was well done.
- Attended the retirement ceremonies.
- Appreciated the team efforts for Dover High School graduation, especially since graduation was moved inside due to weather conditions (smoke and unhealthy air).
- Attended field days at South Dover and Towne Point Elementary – organized chaos with everyone having a great time.
- William Henry Middle School had to move field day inside but everything went well, using all space available.
- For the July Board of Education meeting, board members are going with a Hawaiian theme. Wear Hawaiian dress.
- Shared that Mr. Andrew Begley, grandparent of two students at KCCS, had passed away. Mr. Begley was a champion for the KCCS students and will be missed. Please keep the family in your thoughts and prayers.

Dr. DePrima

- This has been a very busy time since the last board meeting.
- State of our Schools was impressive.
- Attended Senior Awards ceremony which was very uplifting to see the number of seniors who received awards and were honored for their achievements.
- Graduation went very well.
- As the board's representative on the Delaware School Boards Association, Dr. DePrima announced that Dr. John Marinucci, Executive Director, is retiring and his replacement will begin soon.
- Attended the meeting of the Construction committee – resolved the landscaping plan for the wetlands.

- Visited Noble's Pond with staff members to thank them for their many contributions to Capital School District. Thanks to Rod Fesel for engaging with the Noble's Pond Community and establishing this partnership.
- Toured the new Solid Rock Outreach Center – was involved in the planning. Capital School District will have a place in the center to support homeless students and their families. It is filled with donations including clothing, shoes, and also has laundry service.
- Attended the Citizens Budget Oversight Committee meeting. Wants to ensure Capital is in compliance with state law regarding members of this committee.
- Wished everyone a great summer and thanks for all that you do.

Dr. Jackson (virtual)

- Expressed apologies for not being present.
- Attended many wonderful activities and events – great job to everyone.
- Dr. Jackson, Mr. Martin and Ms. Duggins attended a conference with the School Board Partners in November. Dr. Jackson and Ms. Duggins attended school board training in May in Atlanta, Georgia.
- Hope you have a wonderful time this summer, take time with your family.
- Look forward to dressing in Hawaiian gear for the July board meeting.

### 1.07 Public Comment

Mr. William Holden, representing the William Henry High School Alumni, expressed thanks for the resolution and proclamation regarding the William Henry 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 Mr. Martin, seconded by Ms. Duggins, and on a unanimous vote, the board adopted Consent Items 2.01 through 2.07.

#### 2.01 Personnel (Resolution No. 23-123)

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.

#### V. PENSION

A. Disability

B. Service

|          |      |                         |                   |    |
|----------|------|-------------------------|-------------------|----|
| 1. Cooke | Mary | Director Human Services | September 1, 2023 | DO |
|----------|------|-------------------------|-------------------|----|

#### 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. Ames-Davis   | Rasheeda  | LCSW                | August 28, 2023 | South |
| 2. Baron-Arenas | Aida      | Teacher – Immersion | August 28, 2023 | South |
| 3. Benevento    | Mary      | Teacher             | August 28, 2023 | WH    |
| 4. Benscoter    | Stephen   | Teacher - French    | August 28, 2023 | DHS   |
| 5. Bowens       | Regenia   | Teacher – Math/Sci  | August 28, 2023 | WH    |
| 6. Carter       | Sharnette | Teacher – Phy Sci   | August 28, 2023 | DHS   |
| 7. Cooper       | Ashley    | Teacher             | August 28, 2023 | KCCS  |
| 8. Cotner       | Lynette   | Teacher             | August 28, 2023 | WH    |

|                    |           |                          |                 |        |
|--------------------|-----------|--------------------------|-----------------|--------|
| 9. Curto           | Alexa     | Teacher                  | August 28, 2023 | South  |
| 10. Dear           | Maya      | Teacher                  | August 28, 2023 | South  |
| 11. Grant          | Cecilia   | Teacher                  | August 28, 2023 | TP     |
| 12. Heckman        | Victoria  | Teacher – ELA            | August 28, 2023 | DHS    |
| 13. Hobby          | Sabriyyah | Teacher – Spec Ed        | August 28, 2023 | South  |
| 14. Holsey         | Mandi     | Teacher – PreK           | August 28, 2023 | EC     |
| 15. Hurst          | Jessica   | Teacher – Math           | August 28, 2023 | SOE    |
| 16. Jackson        | Renda     | Teacher – Music          | August 28, 2023 | South  |
| 17. Jacobs         | Patricia  | Teacher – ELA            | August 28, 2023 | DHS    |
| 18. Jimenez        | Maria     | Teacher – Immersion      | August 28, 2023 | FV     |
| 19. Katsaitis      | Anastasia | Teacher                  | August 28, 2023 | Hartly |
| 20. Landon         | Amber     | Teacher                  | August 28, 2023 | South  |
| 21. Littleton      | David     | Teacher – Library        | August 28, 2023 | South  |
| 22. Martin Casado  | Maria     | Teacher – Immersion      | August 28, 2023 | FV     |
| 23. McKenna        | Kelly     | Teacher                  | August 28, 2023 | Hartly |
| 24. Mitchell       | Corey     | Teacher – Math/Sci       | August 28, 2023 | WH     |
| 25. Reichelderfer  | Kristine  | Teacher – PE/Health      | August 28, 2023 | WH     |
| 26. Robinson       | Alexus    | Teacher                  | August 28, 2023 | North  |
| 27. Sann           | Alexis    | Teacher – PE/Health      | August 28, 2023 | DHS    |
| 28. Schreiber      | Cassandra | Teacher                  | August 28, 2023 | TP     |
| 29. Serrano Alonso | Ignacio   | Teacher – Immersion      | August 28, 2023 | WH     |
| 30. Seward         | Jennifer  | Teacher – Dance          | August 28, 2023 | DHS    |
| 31. Sickler        | Nicole    | Teacher – Ag Sci Pathway | August 28, 2023 | DHS    |
| 32. Sommers        | Barry     | Teacher – Math           | August 28, 2023 | SOE    |
| 33. Spain          | Cierra    | Teacher – ELA            | August 28, 2023 | DHS    |
| 34. Vacarro        | Claudia   | Teacher - Immersion      | August 28, 2023 | FV     |
| 35. Vicente Perez  | Raquel    | Teacher – Immersion      | August 28, 2023 | South  |
| 36. Tuxward        | Harmony   | Teacher – Spec Ed        | August 28, 2023 | South  |
| 37. West           | Phadre    | Teacher – Kindergarten   | August 28, 2023 | TP     |
| 38. Wetzal         | Grace     | Teacher                  | August 28, 2023 | South  |
| 39. Williams       | Gayle     | Teacher - Math           | August 28, 2023 | DHS    |

B. New – Temporary

1. NONE

C. Rehire – Regular

|                     |          |                       |                 |         |
|---------------------|----------|-----------------------|-----------------|---------|
| 1. Cassady          | Dawn     | Teacher – ELA         | August 28, 2023 | DHS     |
| 2. Clendaniel       | Kimberly | Teacher               | August 28, 2023 | WH      |
| 3. Crews-Seams      | Dawn     | LCSW                  | August 28, 2023 | East/WH |
| 4. Griffin          | Doreen   | LCSW                  | August 28, 2023 | SOI     |
| 5. Gutierrez-Garcia | Julianna | Teacher – Animal Sci  | August 28, 2023 | DHS     |
| 6. Holman           | Amanda   | Instructional Coach   | August 28, 2023 | DHS     |
| 7. Lawrence         | Latoya   | Teacher – PreK        | August 28, 2023 | EC      |
| 8. Richardson       | Spencer  | Teacher – Spec Ed Sci | August 28, 2023 | DHS     |
| 9. Ridgway          | Sarina   | Teacher – Spec Ed     | August 28, 2023 | DHS     |
| 10. Trice           | Theresa  | Teacher               | August 28, 2023 | WH      |

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

|            |      |                     |             |       |
|------------|------|---------------------|-------------|-------|
| 1. Analore | Tara | K-Screening – 1 day | Summer 2023 | South |
|------------|------|---------------------|-------------|-------|

|                |            |                                  |             |            |
|----------------|------------|----------------------------------|-------------|------------|
| 2. Bailey      | Alexis     | Scheduling – 2 days              | Summer 2023 | South      |
| 3. Bashista    | Nancy      | SIOP Training – 3 days           | Summer 2023 | DO         |
| 4. Batson      | Adriya     | Teacher                          | Summer 2023 | Elementary |
| 5. Baughman    | Adam       | Teacher                          | Summer 2023 | Elementary |
| 6. Boris       | Maria      | Teacher                          | Summer 2023 | DHS        |
| 7. Boyd        | Cheston    | Dean – 20 hours                  | Summer 2023 | CMS        |
| 8. Brown       | Tiffany    | K-Camp – 3 days                  | Summer 2023 | South      |
| 9. Buford      | Elaine     | Boost Teacher                    | Summer 2023 | CMS        |
| 10. Cohee      | Carolyn    | Teacher                          | Summer 2023 | DHS        |
| 11. Cohen      | Ja'Kim     | Dean – 20 hours                  | Summer 2023 | DHS        |
| 12. Dawkins    | Danielle   | Teacher                          | Summer 2023 | KCCS       |
| 13. Denman     | Michael    | Dean – 20 hours                  | Summer 2023 | WH         |
| 14. Dougherty  | Heather    | Teacher                          | Summer 2023 | Elementary |
| 15. Ebersole   | Amanda     | SIOP Training – 3 days           | Summer 2023 | DO         |
| 16. Fesel      | Rod        | McKinney Vento – 150 hrs.        | Summer 2023 | DO         |
| 17. Flaherty   | Jessica    | K-Screening – 1 day              | Summer 2023 | South      |
| 18. Gray       | Sandra     | Teacher                          | Summer 2023 | DHS        |
| 19. Grier      | Michael    | Boost Teacher                    | Summer 2023 | DHS        |
| 20. Harris     | Janeen     | Dean – 20 hours                  | Summer 2023 | KCSILC     |
| 21. Harrison   | Sasha      | SIOP Training – 3 days           | Summer 2023 | DO         |
| 22. Hayes      | Constancia | Dean – 20 hours                  | Summer 2023 | TP         |
| 23. Helmer     | Lindsey    | School Nurse                     | Summer 2023 | KCCS       |
| 24. Hickmon    | Briana     | 21 <sup>st</sup> Century Teacher | Summer 2023 | South      |
| 25. Hickmon    | Briana     | K-Camp – 3 days                  | Summer 2023 | South      |
| 26. Hollis     | Sherri     | Certification – 20 days          | Summer 2023 | DO         |
| 27. Ickes      | Nicole     | Teacher                          | Summer 2023 | Elementary |
| 28. Ickes      | Nicole     | K-Screening – 1 day              | Summer 2023 | South      |
| 29. Ickes      | Nicole     | Scheduling – 2 days              | Summer 2023 | South      |
| 30. James      | Morgan     | Spec Ed Coord – 14 days          | Summer 2023 | DO         |
| 31. Jensen     | Jennifer   | Teacher                          | Summer 2023 | Elementary |
| 32. Jervey     | Cassandra  | Senator Success                  | Summer 2023 | DHS        |
| 33. Jobanputra | Zirna      | SIOP Training – 3 days           | Summer 2023 | DO         |
| 34. Johnson    | Shameka    | McKinney Vento – 150 hrs.        | Summer 2023 | DO         |
| 35. Jones      | Angelica   | Boost Teacher                    | Summer 2023 | DHS        |
| 36. Jones      | Darrell    | Driver's Ed Teacher              | Summer 2023 | KCSILC     |
| 37. Kelly      | Melinda    | BCBA                             | Summer 2023 | KCCS       |
| 38. Lauver     | Jessica    | SIOP Training – 3 days           | Summer 2023 | DO         |
| 39. Los        | Julie      | Teacher                          | Summer 2023 | KCCS       |
| 40. Manion     | Ashley     | School Psychologist              | Summer 2023 | KCCS       |
| 41. Maradiaga  | Heidi      | SIOP Training – 3 days           | Summer 2023 | DO         |
| 42. Martin     | Ciara      | Teacher                          | Summer 2023 | DHS        |
| 43. McClane    | Cailin     | 21 <sup>st</sup> Century Teacher | Summer 2023 | South      |
| 44. McClane    | Cailin     | K-Camp – 3 days                  | Summer 2023 | South      |
| 45. McMillian  | Altee      | SIOP Training – 3 days           | Summer 2023 | DO         |
| 46. Miller     | Jennifer   | SIOP Training – 3 days           | Summer 2023 | DO         |
| 47. Montano    | Allison    | SIOP Training – 3 days           | Summer 2023 | DO         |
| 48. Moore      | Heidi      | SIOP Training – 3 days           | Summer 2023 | DO         |
| 49. Murphy     | Kate       | Teacher                          | Summer 2023 | KCCS       |
| 50. Murphy     | Kate       | SIOP Training – 3 days           | Summer 2023 | DO         |
| 51. Norman     | David      | Dean – 20 hours                  | Summer 2023 | DHS        |
| 52. Ortung     | Ari        | SIOP Training – 3 days           | Summer 2023 | DO         |
| 53. Osika      | Lindsay    | SIOP Training – 3 days           | Summer 2023 | DO         |
| 54. Osuwu      | Juanita    | BCBA – 150 hours                 | Summer 2023 | DO         |

|                    |            |                        |             |            |
|--------------------|------------|------------------------|-------------|------------|
| 55. Phillips       | Molly      | Guidance Counselor     | Summer 2023 | DHS        |
| 56. Robinson       | Alexus     | Teacher                | Summer 2023 | Elementary |
| 57. Robinson       | Darien     | Dean – 20 hours        | Summer 2023 | WH         |
| 58. Shaw-Hicks     | Shaneeda   | Teacher                | Summer 2023 | DHS        |
| 59. Skripko        | Robert     | Teacher                | Summer 2023 | KCCS       |
| 60. Smith          | Tyrone     | Boost Teacher          | Summer 2023 | DHS        |
| 61. Spence         | Kristin    | Scheduling – 2 days    | Summer 2023 | South      |
| 62. Stanley        | Tavon      | School Psychologist    | Summer 2023 | KCCS       |
| 63. Stape          | Julianna   | Teacher                | Summer 2023 | Elementary |
| 64. Stevens        | Deanna     | OT                     | Summer 2023 | KCCS       |
| 65. Taylor Ridgway | Tarez      | Scheduling – 2 days    | Summer 2023 | South      |
| 66. Thomson        | Rachel     | Teacher                | Summer 2023 | Elementary |
| 67. Tonkin         | Jamie      | Teacher                | Summer 2023 | DHS        |
| 68. Turner         | Markland   | Dean – 20 hours        | Summer 2023 | CMS        |
| 69. Vu             | Tan        | SIOP Training – 3 days | Summer 2023 | DO         |
| 70. White          | Briana     | LCSW                   | Summer 2023 | KCCS       |
| 71. White          | Chantinnay | Teacher                | Summer 2023 | Elementary |
| 72. Williams       | Irica      | Dean – 20 hours        | Summer 2023 | KCSILC     |
| 73. Williams       | Shawn      | Teacher                | Summer 2023 | KCCS       |
| 74. Wright         | Leah       | Teacher                | Summer 2023 | DHS        |

b. Non-District Employees

|                |          |                 |             |            |
|----------------|----------|-----------------|-------------|------------|
| 1. Cosey       | Catrina  | Teacher         | Summer 2023 | Elementary |
| 2. Frye        | David    | LCSW            | Summer 2023 | KCCS       |
| 3. Gutierrez   | Lizzette | Teacher         | Summer 2023 | Elementary |
| 4. O'Connor    | Heather  | Teacher         | Summer 2023 | Elementary |
| 5. Pierce      | John     | Senator Success | Summer 2023 | DHS        |
| 6. Poswinski   | Melissa  | Teacher         | Summer 2023 | KCCS       |
| 7. Rash        | Jessica  | Teacher         | Summer 2023 | Elementary |
| 8. Salaberrios | Jazmin   | Teacher         | Summer 2023 | South      |
| 9. Smolarek    | Amanda   | Teacher         | Summer 2023 | Elementary |
| 10. Woolley    | Andrea   | Teacher         | Summer 2023 | KCCS       |

## II. CHANGE IN ASSIGNMENT

### Classification/Job Title/Condition of Employment

#### A. Classification

|              |         |                                          |                 |      |
|--------------|---------|------------------------------------------|-----------------|------|
| 1. Alexander | Amanda  | School Counselor<br>From PreK Teacher    | August 28, 2023 | East |
| 2. Batson    | Adriya  | Teacher – Immersion<br>From Spec Ed      | August 28, 2023 | FV   |
| 3. Brewer    | Rafinee | Teacher<br>From Spec Ed                  | August 28, 2023 | TP   |
| 4. Bunkley   | Jasmine | Teacher<br>From East                     | August 28, 2023 | TP   |
| 5. England   | Autumn  | Spec Ed Coordinator<br>From Teacher KCCS | August 28, 2023 | DHS  |
| 6. Irving    | Tyrah   | Teacher<br>From WH                       | August 28, 2023 | SOE  |
| 7. James     | Morgan  | Spec Ed Coordinator<br>From Teacher      | August 28, 2023 | DHS  |
| 8. Lopez     | Wanda   | Teacher – Immersion<br>From WH           | August 28, 2023 | FV   |

|              |         |                                                  |                 |        |
|--------------|---------|--------------------------------------------------|-----------------|--------|
| 9. Mann      | Heather | Elementary Specialist<br>from Teacher at East    | August 28, 2023 | DO     |
| 10. Mitchell | Donna   | Teacher Support - temp<br>From Interim Principal | August 28, 2023 | WH     |
| 11. Scott    | Taresha | Teacher<br>From WH                               | August 28, 2023 | KCSILC |
| 12. Teachey  | Shanika | Teacher<br>From North                            | August 28, 2023 | South  |
| 13. Wilson   | Marissa | Spec Ed Coordinator<br>From Teacher              | August 28, 2023 | SOI    |

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

### III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

|            |          |              |               |       |
|------------|----------|--------------|---------------|-------|
| 1. Carey   | Jennifer | School Nurse | May 30, 2023  | DO    |
| 2. Lorentz | Jessica  | OT           | May 10, 2023  | DO    |
| 3. Maynes  | Mallory  | Teacher      | May 15, 2023  | DHS   |
| 4. McCrae  | Brian    | Teacher      | June 15, 2023 | East  |
| 5. Nask    | Samantha | Teacher      | June 14, 2023 | South |
| 6. Quiroz  | Emily    | Teacher      | May 6, 2023   | BTW   |

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. Baumgartner | Gina      | Teacher      | June 21, 2023 | FV   |
| 2. Carey       | Jennifer  | School Nurse | May 8, 2023   | DO   |
| 3. Cubbage     | Christine | Teacher      | June 14, 2023 | FV   |
| 4. Naftzinger  | Marcie    | School Psych | June 21, 2023 | DO   |
| 5. Wright      | Sarah     | Teacher      | June 2, 2023  | KCCS |

### IV. RESIGNATIONS

|              |        |         |               |       |
|--------------|--------|---------|---------------|-------|
| A. Alcantara | Sandra | Teacher | June 30, 2023 | FV    |
| B. Amend     | Jackie | COTA    | May 12, 2023  | DO    |
| C. Barton    | Rachel | Teacher | June 20, 2023 | South |
| D. Bracy     | April  | Teacher | June 30, 2023 | KCCS  |

|                   |           |                     |               |          |
|-------------------|-----------|---------------------|---------------|----------|
| E. Cecconi        | Cara      | Teacher             | June 30, 2023 | North    |
| F. Cosden         | Lynn      | Teacher             | June 30, 2023 | FV       |
| G. Downs          | Donald    | Teacher             | June 30, 2023 | DHS      |
| H. Garcia         | Ruben     | Teacher             | June 30, 2023 | FV       |
| I. Gimeno Sansano | Carme     | Teacher             | June 30, 2023 | South    |
| J. Hanna          | Alisha    | Teacher             | June 30, 2023 | North    |
| K. Hunt           | Jason     | Teacher             | June 30, 2023 | DHS      |
| L. Johnson        | Shameka   | EPER                | June 30, 2023 | BTW      |
| M. Jones          | Carnaija  | Teacher             | June 30, 2023 | South    |
| N. Mogul          | Dalton    | Teacher             | June 30, 2023 | DHS      |
| O. Mumford        | Charles   | Teacher             | June 30, 2023 | CMS      |
| P. Niblett        | Kristina  | Teacher             | June 30, 2023 | KCCS     |
| Q. Norman         | David     | Dean                | June 30, 2023 | DHS      |
| R. Price          | Michelle  | Teacher             | June 30, 2023 | BTW/East |
| S. Ramsey         | Jessica   | Teacher             | June 30, 2023 | DHS      |
| T. Rutland        | Shannon   | School Nurse        | June 30, 2023 | FV       |
| U. Scott          | Christina | Teacher             | June 30, 2023 | TP       |
| V. Selle          | Katrina   | Teacher             | June 30, 2023 | FV       |
| W. Shy            | Elijah    | Teacher             | May 18, 2023  | South    |
| X. Spence         | Paige     | Teacher             | June 30, 2023 | DHS      |
| Y. Thomson        | Rachel    | Teacher             | June 30, 2023 | Hartly   |
| Z. Wells          | Amanda    | School Psych        | June 30, 2023 | KCCS     |
| AA. Wieczorek     | Christine | Spec Ed Coord       | June 30, 2023 | WH       |
| BB. Wilson        | Hannah    | Instructional Coach | June 30, 2023 | Hartly   |

#### V. PENSIONS

Disability/Service/Vested

##### A. Disability

1. NONE

##### B. Service Pension

|          |        |         |              |     |
|----------|--------|---------|--------------|-----|
| 1. Smith | Sharon | Teacher | July 1, 2023 | DHS |
|----------|--------|---------|--------------|-----|

##### 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. Bleen   | Jamal     | Custodian – Night Shift | July 1, 2023 | DHS   |
| 2. Boris   | Joshua    | Grounds Foreman         | June 1, 2023 | DO    |
| 3. Corsi   | Carmen    | Senior Secretary        | May 15, 2023 | South |
| 4. Johnson | Shannon   | Custodian – Night Shift | July 1, 2023 | WH    |
| 5. Merrell | Shequanda | Custodian – Night Shift | July 1, 2023 | East  |
| 6. Reid    | Samuel    | Custodian – Night Shift | July 1, 2023 | WH    |

|                       |             |                               |                 |           |
|-----------------------|-------------|-------------------------------|-----------------|-----------|
| 7. Seward             | Caitlin     | Custodian – Night Shift       | July 1, 2023    | BTW       |
| 8. Ziehmer            | Darwin      | Custodian – Night Shift       | July 1, 2023    | South     |
| B. New – Temporary    |             |                               |                 |           |
| 1. Dittmar            | Olivia      | Extra Support Para – FT       | August 28, 2023 | KCCS      |
| C. Rehire – Regular   |             |                               |                 |           |
| 1. Brickhouse         | Taylor      | Paraprofessional – FT         | August 28, 2023 | DHS       |
| 2. Dallas             | Eleni       | Paraprofessional – FT         | August 28, 2023 | KCCS      |
| 3. Demby-Williams     | Indya       | Paraprofessional – FT         | August 28, 2023 | KCSILC    |
| 4. Dickens            | Ashley      | Paraprofessional – FT         | August 28, 2023 | DHS       |
| 5. Dixon              | Dominique   | Paraprofessional – FT         | August 28, 2023 | KCSILC    |
| 6. Fulgham            | Melissa     | Paraprofessional – FT         | August 28, 2023 | DHS       |
| 7. Monsanto           | Allessio    | Paraprofessional – FT         | August 28, 2023 | KCSILC    |
| 8. Roach              | Tia         | Paraprofessional – FT         | August 28, 2023 | DHS       |
| D. Rehire – Temporary |             |                               |                 |           |
| 1. Ashley             | Donya       | Extra Support Para – FT       | August 28, 2023 | KCCS      |
| 2. Denney             | Claire      | Extra Support Para – FT       | August 28, 2023 | KCCS      |
| 3. Gerrity-Hickman    | Kelley      | Extra Support Para – FT       | August 28, 2023 | KCCS      |
| 4. Loveland           | Karen       | Title I Para – PT             | August 28, 2023 | North     |
| 5. Peeler             | Charles     | Paraprofessional – PT         | August 28, 2023 | South     |
| 6. Roberts            | Deion       | Title I Para – PT             | August 28, 2023 | TP        |
| 7. Venticinque        | Christina   | McKinney-Vento Para – FT      | August 28, 2023 | DO        |
| 8. Walker             | Christopher | Paraprofessional – PT         | August 28, 2023 | South     |
| E. E.P.E.R.           |             |                               |                 |           |
| a. District Employees |             |                               |                 |           |
| 1. Ashley             | Donya       | Paraprofessional              | Summer 2023     | KCCS      |
| 2. Barlow             | Cassidy     | Paraprofessional              | Summer 2023     | KCCS      |
| 3. Blackwell          | James       | Paraprofessional              | Summer 2023     | KCCS      |
| 4. Brickhouse         | Taylor      | Senator Success Para          | Summer 2023     | DHS       |
| 5. Brooks             | Alexus      | Paraprofessional              | Summer 2023     | KCCS      |
| 6. Burgett            | Raven       | Paraprofessional              | Summer 2023     | KCCS      |
| 7. Dear               | Maya-Imani  | 21 <sup>st</sup> Century Para | Summer 2023     | South/BTW |
| 8. Deloach            | Katrina     | Paraprofessional              | Summer 2023     | KCCS      |
| 9. Diamond-Sales      | Tanisha     | Paraprofessional              | Summer 2023     | KCCS      |
| 10. Dickens           | Monica      | 21 <sup>st</sup> Century Para | Summer 2023     | South     |
| 11. Dittmar           | Olivia      | Paraprofessional              | Summer 2023     | KCCS      |
| 12. Dixon             | Dominique   | Paraprofessional              | Summer 2023     | KCCS      |
| 13. Gordon            | Shawn       | Constable                     | Summer 2023     | BTW       |
| 14. Harris            | Carmen      | Paraprofessional              | Summer 2023     | KCCS      |
| 15. Hyde              | Niyah       | 21 <sup>st</sup> Century Para | Summer 2023     | South     |
| 16. Jefferson         | Aiecia      | Paraprofessional              | Summer 2023     | KCCS      |
| 17. Johnson           | Ameera      | Paraprofessional              | Summer 2023     | KCCS      |
| 18. Jones             | Kealey      | Paraprofessional              | Summer 2023     | KCCS      |
| 19. King              | Tammy       | Paraprofessional              | Summer 2023     | KCCS      |
| 20. Monsanto          | Allannio    | Paraprofessional              | Summer 2023     | KCCS      |
| 21. Peeler            | Charles     | 21 <sup>st</sup> Century Para | Summer 2023     | South     |
| 22. Poole-Lee         | Brandy      | Para – 108 hours              | Summer 2023     | EC        |
| 23. Powell            | Paige       | Paraprofessional              | Summer 2023     | KCCS      |
| 24. Reynolds          | Paul        | Paraprofessional              | Summer 2023     | KCCS      |
| 25. Roark             | Kaitlyn     | Paraprofessional              | Summer 2023     | KCCS      |

|                 |             |                                  |             |        |
|-----------------|-------------|----------------------------------|-------------|--------|
| 26. Robinson    | Darien      | Paraprofessional                 | Summer 2023 | WH     |
| 27. Smith       | Britney     | After School Summer              | Summer 2023 | DHS    |
| 28. Strang      | Hilary      | Paraprofessional                 | Summer 2023 | KCCS   |
| 29. Taylor      | Gavin       | 21 <sup>st</sup> Century Para    | Summer 2023 | South  |
| 30. Venticinque | Christina   | McKinney Vento para<br>150 hours | Summer 2023 | DO     |
| 31. Ventura     | Angel       | Driver's Ed Para                 | Summer 2023 | KCSILC |
| 32. Vidrine     | Dalton      | 21 <sup>st</sup> Century Para    | Summer 2023 | South  |
| 33. Walker      | Christopher | 21 <sup>st</sup> Century Para    | Summer 2023 | South  |
| 34. Waters      | Jonathan    | Paraprofessional                 | Summer 2023 | KCCS   |
| 35. White       | Shaakira    | 21 <sup>st</sup> Century Para    | Summer 2023 | CMS    |

b. Non-District Employees

|               |          |                               |               |         |
|---------------|----------|-------------------------------|---------------|---------|
| 1. Beachy     | Abigail  | Paraprofessional              | Summer 2023   | KCCS    |
| 2. Blackwell  | Alexis   | Paraprofessional              | Summer 2023   | KCCS    |
| 3. Boggerty   | Nadeem   | 21 <sup>st</sup> Century Para | Summer 2023   | South   |
| 4. Bowen      | Tierney  | 21 <sup>st</sup> Century Para | Summer 2023   | South   |
| 5. Bowmen     | Brynn    | 21 <sup>st</sup> Century Para | Summer 2023   | South   |
| 6. Cain       | Aiden    | Paraprofessional              | Summer 2023   | KCCS    |
| 7. Cain       | Ian      | Paraprofessional              | Summer 2023   | KCCS    |
| 8. Craig      | Patrick  | Paraprofessional              | Summer 2023   | KCCS    |
| 9. Craig      | Robert   | Paraprofessional              | Summer 2023   | KCCS    |
| 10. Fuller    | Lily     | Paraprofessional              | Summer 2023   | KCCS    |
| 11. Gill      | Joshua   | Paraprofessional              | Summer 2023   | KCCS    |
| 12. Johnson   | M'Kayla  | 21 <sup>st</sup> Century Para | Summer 2023   | South   |
| 13. Lasher    | Anna     | Paraprofessional              | Summer 2023   | KCCS    |
| 14. Lasher    | Zoe      | Paraprofessional              | Summer 2023   | KCCS    |
| 15. Lord      | Hayden   | Paraprofessional              | Summer 2023   | KCCS    |
| 16. Ngdeau    | Gabriel  | 21 <sup>st</sup> Century Para | Summer 2023   | CMS     |
| 17. Smith     | Allison  | 21 <sup>st</sup> Century Para | Summer 2023   | CMS     |
| 18. Smoker    | Ryan     | Paraprofessional              | Summer 2023   | KCCS    |
| 19. Solomon   | Caitlyn  | Paraprofessional              | Summer 2023   | KCCS    |
| 20. Stallings | Thomas   | Entry Level Tech – PT         | June 20, 2023 | Tech/DO |
| 21. Steele    | Rory     | Paraprofessional              | Summer 2023   | KCCS    |
| 22. Synoski   | Erika    | Paraprofessional              | Summer 2023   | KCCS    |
| 23. Taylor    | Jonathan | Paraprofessional              | Summer 2023   | KCCS    |
| 24. Weller    | Lyndsey  | Paraprofessional              | Summer 2023   | KCCS    |

## II. CHANGE IN ASSIGNMENT

### Classification/Job Title/Condition of Employment

#### A. Classification

|            |       |                                  |                 |       |
|------------|-------|----------------------------------|-----------------|-------|
| 1. Guthrie | Renae | Behavior Para – FT<br>From LCSW  | August 28, 2023 | North |
| 2. Welsh   | Donna | Office Clerk<br>From office para | July 1, 2023    | KCCS  |

#### B. Job Title

1. NONE

#### C. Condition of Employment

1. NONE

### III. LEAVES

#### A. Leaves - FMLA/STD/Workers Comp

|            |          |                  |                |      |
|------------|----------|------------------|----------------|------|
| 1. Bivins  | Patricia | Paraprofessional | May 17, 2023   | KCCS |
| 2. Johnson | Ameera   | Paraprofessional | June 13, 2023  | KCCS |
| 3. Moore   | Adam     | Technology       | April 17, 2023 | DO   |
| 4. Roy     | Ashley   | Paraprofessional | June 2, 2023   | KCCS |
| 5. Voshell | Diana    | Paraprofessional | June 2, 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. Johnson  | Marques  | Secretary        | May 8, 2023   | EC     |
| 2. Masanque | Edgar    | Custodian        | May 22, 2023  | KCSILC |
| 3. Monsanto | Allannio | Paraprofessional | May 8, 2023   | KCSILC |
| 4. Montanez | Pablo    | Custodian        | June 12, 2023 | DHS    |

### IV. RESIGNATIONS

|                  |          |                  |               |       |
|------------------|----------|------------------|---------------|-------|
| A. Christopoulos | Nichole  | Paraprofessional | May 9, 2023   | North |
| B. Custis        | Kaylia   | General Worker   | May 2, 2023   | DHS   |
| C. Garlic        | Virginia | Transportation   | June 1, 2023  | DO    |
| D. Rall          | Tracy    | HR Specialist    | May 29, 2023  | DO    |
| E. Robbins       | Brukai   | Custodian        | June 13, 2023 | DO    |
| F. Saxton        | Joshua   | Paraprofessional | June 30, 2023 | KCCS  |

### V. PENSIONS

#### Disability/Service/Vested

##### A. Disability

1. NONE

##### B. Service Pension

|           |          |                           |               |      |
|-----------|----------|---------------------------|---------------|------|
| 1. Bivins | Patricia | Para – RESCIND RETIREMENT |               | KCCS |
| 2. Cole   | Debra    | Paraprofessional          | June 30, 2023 | KCCS |

##### 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. 23-124)**

**School Choice Denied Remainder of the School Year 2022-2023**

| Student ID | Grade | School of Choice      | Action | Inside/Outside of District  |
|------------|-------|-----------------------|--------|-----------------------------|
| 000042     | 7     | Central Middle School | Deny   | Not valid Good Cause reason |

**School Choice Accept 2023-2024 School Year**

| Student ID | Grade | School of Choice     | Action | Inside/Outside of District |
|------------|-------|----------------------|--------|----------------------------|
| 357892     | KN    | East                 | Accept | Inside                     |
| 397450     | KN    | East                 | Accept | Inside                     |
| 562846     | KN    | Booker T. Washington | Accept | Outside                    |
| 579182     | KN    | Booker T. Washington | Accept | Inside                     |
| 562944     | KN    | Booker T. Washington | Accept | Inside                     |
| 668120     | KN    | South Dover          | Accept | Inside                     |
| 419412     | KN    | South Dover          | Accept | Outside                    |
| 668103     | KN    | South Dover          | Accept | Outside                    |
| 660938     | KN    | North Dover          | Accept | Inside                     |
| 571474     | KN    | North Dover          | Accept | Inside                     |
| 562959     | KN    | Fairview             | Accept | Outside                    |
| 668240     | KN    | Fairview             | Accept | Outside                    |
| 683844     | KN    | Fairview             | Accept | Inside                     |
| 453165     | KN    | Towne Point          | Accept | Inside                     |
| 563060     | KN    | Towne Point          | Accept | Outside                    |
| 206547     | 4     | East                 | Accept | Outside                    |
| 554832     | 4     | North                | Accept | Outside                    |
| 476265     | 1     | Towne Point          | Accept | Inside                     |
| 469124     | 1     | Towne Point          | Accept | Inside                     |
| 393957     | 1     | Towne Point          | Accept | Outside                    |
| 366373     | 10    | Dover High School    | Accept | Outside                    |
| 285020     | 11    | Dover High School    | Accept | Outside                    |
| 218682     | 10    | Dover High School    | Accept | Outside                    |
| 368830     | 9     | Dover High School    | Accept | Outside                    |

**School Choice Denied 2023-2024 School Year**

| Student ID | Grade | School of Choice     | Action          | Inside/Outside of District |
|------------|-------|----------------------|-----------------|----------------------------|
| 393957     | 1     | Booker T. Washington | Deny-Capacity   | Outside                    |
| 393957     | 1     | Fairview             | Deny-Capacity   | Outside                    |
| 380211     | 7     | Excellence           | Deny-Discipline | Outside                    |
| 497557     | 10    | Dover High School    | Deny-Discipline | Outside                    |

**2.03 Financial Reports – April 30, 2023 (Resolution No. 23-113)**

Financial reports ending April 30, 2023 were approved.

**2.04 Financial Reports – May 31, 2023 (Resolution No. 23-125)**

Financial reports ending May 31, 2023 were approved.

**2.05 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting May 3, 2023 (Resolution No. 23-126)**

Minutes of executive and public sessions of regular Board of Education meeting May 3, 2023 were approved.

**2.06 Field Trips (Resolution No. 23-115)**

Booker T. Washington 21<sup>st</sup> Century 3<sup>rd</sup> and 4<sup>th</sup> graders to Washington, DC, July 19, 2023

Booker T. Washington 21<sup>st</sup> Century K-4 Grades to Philadelphia, Pam August 3, 2023

Booker T. Washington 21<sup>st</sup> Century K-4 Grades to Baltimore, MD, August 8, 2023

### **2.07 Student Disciplinary Matters (Resolution No. 23-116)**

The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of Student Case #2023-270314:

- 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. The recommendation is to expel student for 180 school days. Student may return to Capital School District for the 2024-25 school year.
- The Capital School District/Dover High School will also contact student's parent to set up on-line services to meet credit requirements for student.
- Should student wish to return to the Capital School District upon completion of the expulsion, student should show documentation that no additional criminal charges has 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-Final coat paint 100%, floor base 90%, smartboards 100%, flooring 100% completed, furniture 100%, final cleaning completed in class rooms

AREAS A&B-Flooring 90%, Ceiling tile 100%, paint 100%, floor base 90, smart boards 100%, final cleaning of classrooms completed, furniture delivery in progress

AREA C-CMU 100%, MEP Rough In 95% Completed, Paint 80%

AREA D-MEP Rough In 100%, Flooring 90%, Paint 80%

AREA E-MEP Rough In 100%, Gym Equipment 100%, gym floor 45%, Paint 75% Completed

AREA H-Storefront 90%, MEP Rough In 80%, ROOF 95%, Insulation 100%, Sheetrock 70% Completed

SITWORK-Sports Fields 90%, Trees/Shrubs 100%, Courtyard 100% Completed, Curbing 100%, Sidewalks 100%, Concrete Driveway 100%, track 90%, Asphalt 35% Completed

**Landscape Options: Four landscape options were presented by the construction manager.**

On a motion by Mr. Christiansen, seconded by Ms. Duggins, and on a roll call vote of 5/0: Ms. Duggins – yes; Mr. Martin – yes; Mr. Christiansen – yes; Dr. DePrima – yes; Dr. Jackson – yes, the board adopted Resolution No. 23-133 approving Landscape Option 2 in the amount of \$26,190: 3 trees, 54 shrubs and 150 bulbs added to the corner of the area, with the appropriate district staff member/members seeking approval and permit from the City of Dover for removal of old guardrails.

#### **3.01A Change Orders –Dover Middle School Campus**

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

#### **3.02 FY 24 District Preliminary Budget (Resolution No. 23-130)**

On a motion by Mr. Martin, seconded by Dr. Jackson and on a roll call vote of 5/0: Ms. Duggins – yes; Mr. Martin – yes; Mr. Christiansen – yes; Dr. DePrima – yes; Dr. Jackson – yes, the board adopted Resolution No. 23-130 approving the FY 24 District Preliminary Budget with the amendment that the school board budget be increased by \$10,000 in the category of Professional Development; professional development should be approved by all board members prior to attendance.

#### **3.03 National School Boards Association Membership (Resolution No. 23-131)**

On a motion by Mr. Martin, seconded by Ms. Duggins, and on a unanimous vote, Resolution No. 23-131 National School Boards Association Membership was deferred until the July Board of Education meeting.

#### **3.04 Delaware School Boards Association (Resolution No. 23-132)**

On a motion by Mr. Martin, seconded by Ms. Duggins, and on a unanimous vote, Resolution No. 23-132 Delaware School Boards Association Membership was deferred until the July Board of Education meeting.

### **3.05 Board of Education Meeting Schedule 2023-2024 (Second Reading) (Resolution No. 23-119)**

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board temporarily suspended the rules in accordance with Policy #100-25 to allow a vote on Resolution No. 23-119 without the third reading. On a motion by Mr. Christiansen, seconded by Ms. Duggins, and on a unanimous vote the board adopted Resolution No. 23-119 approving the 2023-2024 Board of Education Meeting schedule.

#### **Board Meeting Calendar for 2023-2024 School Year**

**Meetings may be held virtually or will be held in the Board Meeting Conference Room at the Administrative/Professional Development Center located at 198 Commerce Way, Dover, DE 19904**

| Date                          | Location                      |
|-------------------------------|-------------------------------|
| Wednesday, July 12, 2023      | Board Meeting Conference Room |
| Wednesday, August 16, 2023    | Board Meeting Conference Room |
| Wednesday, September 20, 2023 | Board Meeting Conference Room |
| Wednesday, October 11, 2023   | Board Meeting Conference Room |
| Wednesday, November 15, 2023  | Board Meeting Conference Room |
| Wednesday, December 6, 2023   | Board Meeting Conference Room |
| Wednesday, January 17, 2024   | Board Meeting Conference Room |
| Wednesday, February 21, 2024  | Board Meeting Conference Room |
| Wednesday, March 20, 2024     | Board Meeting Conference Room |
| Wednesday, April 17, 2024     | Board Meeting Conference Room |
| Wednesday, May 8, 2024        | Board Meeting Conference Room |
| Wednesday, June 12, 2024      | Board Meeting Conference Room |

### **3.06 Board Conference (Resolution No. 23-132)**

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. 23-132 approving reimbursements to Dr. Jackson and Ms. Duggins for certain expenses incurred at the recent conference they attended in Atlanta, GA with the School Board Partners, which were not covered by the conference presenter. Expenses could be meals, parking, Uber, and mileage.

## **4.0 Adjournment**

### **4.01 Adjournment**

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the meeting was adjourned at 9:33 p.m.