

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, October 11, 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 5:32 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 5:33 p.m.

1.03 Reconvene Open Session

Ms. Duggins reconvened the meeting at 6:32 p.m. followed by the Pledge of Allegiance.

1.04 Presentation – Data Presentation

Mr. Damien Burke shared a Human Resources Presentation which included the September 30th Unit Count, Retention of Staff and Recruitment of Staff which included:

- School Enrollment and Summary of Units by School
- District Unit Summary
- District Unit Count Entitlements
- Retention – Retention Committee
- Recruitment – Pathways to Teaching

1.05 Superintendent Update

Dr. Cade presented the Superintendent Update for October 11, 2023 as follows:

Updates and Attendance at Meetings and Events:

- Dover High School Homecoming
- Meeting with William Henry Alumni
- Board Committee Meetings
- Biennial Behavioral Mental Health Conference

Super Senator Day – October 14, 2023 from 10 am – 2 pm

As part of the Superintendent Update, Principal Yvette Davenport of Hartly Elementary shared Hartly's State of the School as follows:

- Benchmarking Data (Reading and Mathematics)
- What does this data say about Hartly Elementary?
- School-wide goals and LIM Targets

- Planning with established Success Plan goals 2023-2024

1.06 Board President – Member Updates

Dr. DePrima

- Dover High School Homecoming was great. Want to thank Mike Christman for driving Dr. DePrima and family in the parade. Great football game.
- Ms. Duggins and Dr. DePrima attended workshops regarding ESSER funds.
- Attended DSBA Legislative Committee meeting at which time legislative priorities were finalized. Will be lobbying for funds for Pre-School and pushing really hard for state funding for Security Personnel.
- Attended meeting at BTW to discuss air quality report. Really good informative meeting.
- Board policy committee met and formulated a plan for staff to go through all of the board policies for updates, revisions, and additions.
- Regarding the Central Campus – former home of Central Middle School, the district needs to recognize the 100th anniversary of the school.

Mr. Martin

- School year is off to a great start. Sorry to miss the homecoming parade and honoring Coach Solomon.
- Board Teaching and Learning Committee is set up to help support our staff. One of the important factors in our district is ensuring the safety, security and learning environments for all of our students and staff.
- Look forward to Teacher of the Year Dinner.

Mr. Christiansen

- Every October I wear pink. Mr. Dennis Hallock, former parent and volunteer in our district, for many years conducted a district-wide fund raiser for breast cancer. Shout out to Mr. Hallock.
- Dover High School Homecoming was great. Suggest that the calendar committee look at having a half day on the day of homecoming parade so that more staff and students can participate. Dedication of the track and scoreboard was well attended by Mr. Solomon and his family, former students and athletes. It is a good thing to recognize staff who have given so much to Capital School District.
- Through Dover Fire Department, participating in Fire Prevention Week – visiting a lot of schools this week. Students are very well behaved. Keep up the good work.
Attended the Million Father March. Dr. DePrima was also present, very good turnout for the march.
- Congratulations to Kent County ILC – and Ms. Andrea Woodward for being awarded the Sapphire Counseling Award, one of two schools in the State of Delaware.
- Celebrations next year - 100th anniversary of Central School Campus, 100th anniversary of the Hartly School campus and 10th anniversary of the Dover High School Campus.

Dr. Jackson

- Was unable to attend Homecoming, in Oregon for School Board Partners training. Learned about policies, student outcomes, superintendent evaluation. Looked at policies from other districts and will be bringing forth potential policies to help modernize our district in 2023-2024.
- Regarding ESSER funds, district needs to make sure that we continue the services being provided now.
- Serves on the Board Parent/Community Committee. Goal is to support our community, as the community reflects our classrooms. We recognize some challenges in supporting our community. Attendance at training allows us to bring back resources for ways to support our community.
- Excited about the anniversaries. Let's go big!

Ms. Duggins

- Attended workshop regarding ESSER funds, came out of workshop with some good ideas to bring back to the district.
- Missed homecoming as well. Attended School Board Partners training in Oregon which dealt with specific data of our schools, our policies, superintendent evaluation, and other district issues.
- Attended Board Community/Parent Engagement Committee meeting.

- Attended HBCU College Recruitment Fair – Dover High School brought students. Next week is college application week. Dover High School has been planning for this week and ensuring information is available to students and parents.

1.08 Public Comment

None

2.0 Consent Items

Note: All consent items may be adopted by a majority vote of the Board on a properly seconded motion. On a majority vote the Board may request that any item included in this section be moved to the action/discussion/information section during adoption of the agenda. If staff member presence or additional information be required on these items, the Superintendent should be notified prior to the meeting time.

On a motion by Dr. DePrima, seconded by Mr. Christiansen, and on a unanimous vote, Consent Item 2.03 was moved to Action/Discussion/Information Items and Consent Item 2.07 was tabled until the November Board of Education meeting.

On a motion by Mr. Christiansen, seconded by Dr. Jackson, and on a unanimous vote, the board adopted Consent Items 2.01, 2.02, 2.04, 2.05 and 2.06 as presented.

2.01 Personnel (Resolution No. 24-035)

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

ADMINISTRATIVE PERSONNEL

V. PENSIONS

B. Service Pensions

1. Hardin	Elliot	Supervisor of Bldg. & Grounds	July 1, 2024	DO
2. Trower	James	Supervisor of Child Nutrition	January 1, 2024	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. NONE

B. New – Temporary

1. Bekka	Megan	Spec Ed Coordinator	October 10, 2023	MSE
2. Merritt	William	Teacher	October 16, 2023	WHC
3. Norman	Clarissa	Behavior Intervention	October 10, 2023	KCSILC

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1. Baker	Camethia	21 st Century Teacher	October 10, 2023	Hartly
2. Baron	Aida	21 st Century Teacher	October 2, 2023	South
3. Benevento	Mary	21 st Century Teacher	October 2, 2023	WHC
4. Borst	Chloe	21 st Century Teacher	2023-2024 SY	North
5. Brown	Taylor	21 st Century Teacher	2023-2024 SY	North
6. Butler	Amanda	21 st Century Teacher	October 10, 2023	Hartly
7. Cooper	Erin	After School Teacher	October 2, 2023	WHC
8. Crew Seams, Dawn		After School Teacher	October 2, 2023	WHC
9. Dear	Maya Imani	21 st Century Teacher	October 2, 2023	South
10. Faust	Brandi	21 st Century Teacher	October 10, 2023	Hartly

11. Fitzwater	Mark	After School Teacher	October 2, 2023	WHC
12. Gomer	Shemiah	21 st Century Teacher	October 2, 2023	South
13. Green	Shannon	21 st Century Teacher	2023-2024 SY	North
14. Grier	Kim	21 st Century Teacher	October 2, 2023	South
15. Harriford	Arlana	Summer Meetings 20 hours – additional	Summer 2023	FV
16. Jackson	Renda	21 st Century Teacher	October 2, 2023	South
17. Lewis	Jaleel	21 st Century Teacher	October 2, 2023	South
18. Lovelace	Mariayna	21 st Century Teacher	October 2, 2023	South
19. Martino	Hillary	21 st Century Teacher	October 2, 2023	WHC
20. Olley	Haylee	21 st Century Teacher	October 2, 2023	WHC
21. Rigney	Kelsey	21 st Century Teacher	October 10, 2023	Hartly
22. Trice	Theresa	21 st Century Teacher	October 2, 2023	WHC
23. Warner	Erik	21 st Century Teacher	October 2, 2023	WHC
24. Whitebread	Kennedy, Laura	21 st Century Teacher	October 10, 2023	Hartly
25. Wilson	Jennifer	21 st Century Teacher	2023-2024 SY	North
b. Non-District Employees				
1. Correll	Carley	21 st Century Teacher	2023-2024 SY	North

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Denman	Michael	Dean of Students From Middle School Campus	October 30, 2023	DHS
2. Quiroz	Emily	Instructional Coach From teacher at BTW	September 25, 2023	North
3. Spence	Kristin	Instructional Coach From Math	September 25, 2023	South
4. Taylor Ridgeway,	Tarez	Spec Ed Liaison From teacher at South	September 22, 2023	DO
5. Wolskee	Jonni	MLL Teacher From FV	October 2, 2023	WH/Middle

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Czyzewski	Taylor	Teacher	October 5, 2023	DHS
2. Eaby	Julie	Teacher	September 27, 2023	BTW
3. Smith	Richenda	Teacher	September 25, 2023	BTW
4. Webb	Jessica	Teacher	September 26, 2023	KCCS

B. Leaves – Personal

1. Chupp	Katelyn	Teacher	Nov. 13 – Jan. 1, 2024	North
2. Gavin	Dasianee	Teacher	Dec. 11 – Dec. 21, 2023	MSE

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. Quiroz | Emily | Teacher | October 9, 2023 | BTW |
|-----------|-------|---------|-----------------|-----|

IV. RESIGNATIONS

- | | | | | |
|------------|---------|--------------------|------------------|------|
| A. Burgett | Danyel | Teacher | October 27, 2023 | DHS |
| B. Holly | Sandra | Speech Lang. Path. | October 23, 2023 | KCCS |
| C. Smith | Shannon | Teacher | October 17, 2023 | KCCS |
| D. Workman | Amanda | Spec Ed Coord | October 4, 2023 | MSE |

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

- | | | | | |
|--------------|----------|------------------------|-----------------|------|
| 1. Maximo | Patricia | Teacher | January 1, 2024 | KCCS |
| 2. Olshenske | Jill | Occupational Therapist | January 2, 2024 | KCCS |
| 3. Tompkins | Kathy | Physical Therapist | January 1, 2024 | KCCS |

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. Davidson | Charles | Transportation | September 28, 2023 | DO |
| 2. Robertson | Lori | Transportation | September 28, 2023 | DO |
| 3. Tatman | Josephine | Transportation | September 25, 2023 | DO |

B. New – Temporary

- | | | | | |
|------------|-----------|-------------------------------|--------------------|--------|
| 1. Bedford | Joseph | Instructional Para – FT | October 9, 2023 | MSE |
| 2. Coleman | Jessica | Instructional Para – FT | September 28, 2023 | MSE |
| 3. Fleming | Cherish | Instructional Para – FT | September 2, 2023 | MSE |
| 4. Gowens | Priscilla | Child Nutrition – PT | September 25, 2023 | Middle |
| 5. Guinn | Desiree | Para for Virtual Teacher – FT | October 1, 2023 | MSE |

6. Harris	Tiara	Para for Teletherapist – PT	October 2, 2023	South
7. Jones	Kealey	Instructional Para – FT	October 1, 2023	KCCS
8. Kelley	Michele	Child Nutrition – PT	October 10, 2023	DHS
9. Rayne	Herbnisha	Child Nutrition – PT	September 25, 2023	Middle
10. Rickrode	Patricia	Title 1 Para – PT	October 1, 2023	BTW
11. Scott	Marshall	Child Nutrition – PT	October 2, 2023	Middle
12. Wich	Jocelyn	Instructional Para – PT	September 28, 2023	KCCS
13. Zepeda	Sally	Extra Support Para – FT	October 1, 2023	KCCS

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

a. District Employees

1. Ayer	Martha	21 st Century Para	October 10, 2023	Hartly
2. Corley	Darnell	21 st Century Para	October 2, 2023	North
3. Demby-Williams	Indya	21 st Century Para	October 2, 2023	BTW
4. Gladden	Michelle	After School Para	October 5, 2023	BTW
5. Griffin	LaWanda	21 st Century Para	October 1, 2023	North
6. Hargett	Kristin	Financial Secretary Half hour per day	September 1, 2023	WHC
7. Harris	Tiara	21 st Century Para	October 10, 2023	Hartly
8. Healy	Donna	21 st Century Para	October 2, 2023	WHC
9. Hickman	Paige	21 st Century Para	October 2, 2023	South
10. Holland	Aleah	21 st Century Para	October 2, 2023	South
11. Hughes	Kevin	21 st Century Para	October 1, 2023	North
12. Jacinto	Diana	21 st Century Para	September 10, 2023	Middle
13. Kijewski	Michelle	21 st Century Para	October 2, 2023	WHC
14. Leonard	Amber	21 st Century Para	October 10, 2023	Hartly
15. Moore	Krystal	ASAP After School	September 1, 2023	KCSILC
16. Patterson	Ashlea	ASAP After School	September 1, 2023	KCSILC
17. Payne	Gary	ASAP After School	September 1, 2023	KCSILC
18. Perry	Sonae	ASAP After School	September 1, 2023	KCSILC
19. Powell	Kimberly	21 st Century Para	October 2, 2023	WHC
20. Reynolds	Paul	ASAP After School	September 1, 2023	KCSILC
21. Ridgway Brooks	Nora	21 st Century Para	October 10, 2023	East
22. Roach	Tia	21 st Century Para	October 2, 2023	South
23. Robinson	Ryan	ASAP After School	September 1, 2023	KCSILC
24. Ruz	Antonio	21 st Century Para	September 10, 2023	Middle
25. Serrano	Ignacio	21 st Century Para	October 2, 2023	WHC
26. Shade	Judith	21 st Century Para	October 2, 2023	WHC
27. Shockley	Ashley	ASAP After School	September 1, 2023	KCSILC
28. Sida Amor	Tatiana	21 st Century Para	October 2, 2023	WHC
29. Simpers	Mary	21 st Century Para	October 10, 2023	Hartly
30. Swartzentruber	Mary	21 st Century Para	October 10, 2023	Hartly
31. Taylor	Gavin	21 st Century Para	October 2, 2023	South
32. Taylor	Jonathan	21 st Century Para	October 2, 2023	WHC
33. Vidrine	Dalton	21 st Century Para	October 2, 2023	South
34. Walker	Christopher	21 st Century Para	October 2, 2023	South
35. Washington	Janay	21 st Century Para	October 10, 2023	Hartly

b. Non-District Employees

1. Bacdi	Taaliyah	Classroom Support	October 1, 2023	KCCS
2. Miller	Carline	21 st Century Para	October 2, 2023	North
3. Ngadeu	Carelle	21 st Century Para	September 10, 2023	Middle
4. Ngadeu	Gabrielle	21 st Century Para	September 10, 2023	Middle
5. Wachira	George	Classroom Support	October 10, 2023	KCCS

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Campagnini	Brittanie	Instructional Para – FT From BTW	November 10, 2023	KCCS
2. McCandlish	Sarah	Office Para – Full Time Was part time	September 25, 2023	South
3. Rickrode	Patricia	Extra Support Para – FT Was part time Title I	October 11, 2023	BTW
4. Robles	Ruby	Instructional Para – Full Time Was part time	August 28, 2023	Hartly
5. Walker	Christopher	Instructional Para – Full Time Was part time	September 25, 2023	South
6. West	Phadre	Instructional Para – Full Time Was part time	August 28, 2023	TP

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Burden	Jasmin	Paraprofessional	October 6, 2023	KCCS
2. Swaney	Andrew	Paraprofessional	September 6, 2023	KCCS
3. Weber	Melinda	Paraprofessional	September 26, 2023	KCCS

B. Leaves - Personal

1. Jordan	Heather	Office Para	Sept. 20, 2023 - March 31, 2024	BTW
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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. Durant	Evanthia	Secretary	October 10, 2023	DO
2. Johnson	Ameera	Paraprofessional	September 27, 2023	KCCS
3. Robinson	Cecilia	Custodian	September 26, 2023	DO

IV. RESIGNATIONS

A. Hastings	Sarah	Paraprofessional	September 29, 2023	KCCS
B. Reid	Samuel	Custodian	October 2, 2023	Hartly
C. Seda	Stacy	Office Para	October 20, 2023	KCCS/BTW

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Fountain	Kevin	Custodian	February 1, 2024	DHS
2. Peeler	Charles	Paraprofessional	September 22, 2023	South
3. Rembold	Alan	Constable	October 1, 2023	East
4. Stanley	Charisse	Custodian	January 1, 2024	Middle

C. Vested Pension

1. NONE

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

1. NONE

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

1. TERMFY24-03 Custodian September 22, 2023 Job Abandonment

2.02 School Choice (Resolution No. 24-036)

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

Student ID	Grade	School of Choice	Action	Inside/Outside of District
464642	2	TPE	Accept	Inside
670537	3	TPE	Accept	Inside
672176	KN	BTW	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
483429	1	Fairview	Deny - Capacity	Inside
378134	2	East	Deny – Capacity	Inside

2.03 Financial Reports – September 30, 2023 (Resolution No. 24-037)

Financial Reports for September 30, 2023 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting September 20, 2023, and minutes of special Board of Education meeting September 25, 2023 (Resolution No. 24-038)

Minutes of executive and public sessions of regular Board of Education meeting September 20, 2023, and minutes of special Board of Education meeting September 25, 2023 were approved.

2.05 Field Trips (Resolution No. 24-039)

None

2.06 Student Disciplinary Matters (Resolution No. 24-040)

The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of Student Case #2024-375570:

- The recommendation is for student to virtually attend Parkway Academy for the remainder of the school year. The district will also work with the family to connect student with outside counseling.
- When student returns to the Capital School District upon completion of time at Parkway Academy, student should show that no additional criminal charges have been accrued and that student does not pose a threat to others.

2.07 Legal (Resolution No. 24-041)

Consent Item 2.07 Legal was tabled until the November Board of Education meeting.

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 Stereo Equipment installation started 10/9/23. Seating installation nearly complete and walls panels have been installed.

3.01A Change Orders –Dover Middle School Campus (Resolution No. 24-042)

On a motion by Dr. DePrima, seconded by Mr. Christiansen, and on a unanimous vote, the board adopted Resolution No. 24-042 approving the following change orders #91 and #92:

- \$78,508.59, contractor, Corrado, for Asphalt Escalation, Change Order #91
- \$127,334.57, contractor, Corrado, for Material Escalation, Change Order #92

3.02 William Henry Renovations (Resolution No. 24-043)

On a motion by Dr. DePrima, 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 adopted Resolution No. 24-043 approving the recommended Option 2 presented by ABHA Architects for William Henry Renovations.

2.03 Financial Reports – September 30, 2023 (Resolution No. 24-037)

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No. 24-037 approving financial reports - September 30, 2023.

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 8:32 p.m.