

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)	ACTION
(D)	DISCUSSION
(I)	INFORMATION

Thursday, July 21, 2022

In-Person Meeting
Malmberg Hall
120 N. State St., Dover, DE 19904
MINUTES

Board Members Present:

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

Also Present:

Dr. Vilicia Cade, Superintendent
Dr. Edward Small, Assistant Superintendent
Mr. Ade Kuforiji, Chief Financial Officer
Mr. Damien Burke, Special Assistant

1.0 Open Session

Dr. Jackson called the meeting to order. On a motion by Mr. Martin, seconded by Dr. DePrima, and on a unanimous vote, the board entered open session at 4:12 p.m.

1.01 Roll Call

On a roll call vote of 5/0: Ms. Duggins - present; Mr. Martin – present; Mr. Christiansen – present; Dr. DePrima – present; Dr. Jackson – present, quorum was established.

1.02 Open Session - Agenda

A. 27 Pay Discussion

(D/I)

Mr. Kuforiji presented an overview of the 27th Pay. After some discussion, it was agreed that the “District’s Plan to Administer the 27th Pay” would be placed on the agenda for Action/Discussion with a resolution at the special meeting on July 27, 2022.

1.03 Open Session – Retreat Agenda

- Welcome
 - Dr. Jackson, President
 - Dr. Cade, CEO & Superintendent
- Purpose
 - Create a systemic approach to ensuring reflection, feedback and input on the district’s continuous improvement efforts
 - Increase transparency and collaboration
 - Enact an opportunity to operationalize cornerstones of our core values
- Establish Share Norms
 - List the norms that we collectively agree upon
 - Establish a “Parking lot” (write ideas or things for discussion)
- Desired Outcomes
 - Team Building
 - Calibrating Understanding
 - Peer Discussion
 - Reflection
- Team Building
 - Read and Discuss: Creating an Effective Team
 - Review: Capital School District Board Policy #100-08 – Board Member Development, Compensation, Committees and Board-Superintendent Relations)
 - Think-Pair-Share followed by Whole Group Discussion

- A Year at a Glance: SWOT Analysis [Strengths, Weaknesses, Opportunities, Threats]
 - Triangulated Data (CEO's Listening Sessions, End of Year Survey, and Exit Interviews)
 - *What was said? What are priorities? Response/Recommendation (Glow, Grow, Next Steps)*
- Board Discussion & Reflection

1.04 Adjournment

On a motion by Dr. DePrima, seconded by Ms. Duggins, and on a unanimous vote, the board retreat was adjourned at