

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

Wednesday, November 16, 2022

In-Person/Live Stream Meeting

Administrative Office

MINUTES

(A)	ACTION
(D)	DISCUSSION
(I)	INFORMATION

Board Members Present:

Dr. Jackson – absent at roll call but arrived at 6:40 p.m.
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

1.0 Open Session

Vice President DePrima called the meeting to order.

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 4/1: Mrs. Duggins – present; Mr. Martin – present; Mr. Christiansen – present; Dr. DePrima – present; Dr. Jackson-Short – absent, quorum was established.

1.02 Executive Session

On a motion by Mr. Martin, seconded by Ms. Duggins, and on a unanimous vote, the Board entered closed session at 5:31 p.m.

1.03 Reconvene Open Session for Presentation on the Kent County Secondary Intensive Learning Center

At 6:21 p.m., on a motion by Mr. Martin, seconded by Ms. Duggins, and on a unanimous vote, the board reconvened into open session.

Mr. Ronald Berry, Principal, and staff members, made a presentation on the Kent County Secondary Intensive Learning Center, a special school for students in grades 6-12, which included:

- Program Overview including Interventions for Success, Curriculum and Instructional Supports, Academic Improvements and Expectations, Attendance, Discipline, Restorative Practices and Community Partnerships.

1.04 Open Session/Pledge of Allegiance

At 7:00 p.m. Dr. Jackson convened the meeting for the regular public session and led those present in the Pledge of Allegiance.

1.05 Superintendent Update

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

Dr. Cade and the Board of Education recognized:

- Capital School District's School Psychologists in honor of National School Psychology Week
- Golden Circle Club for donating \$1,000 for book vending machines to be divided between three schools – Booker T. Washington Elementary School, East Dover Elementary School and William Henry Middle School.

Updates:

- American Education Week November 13-19, 2022
- Leadership Learning Walks
- Super Senator Day – October 15, 2022
- Digital Promise League of Innovative Schools Conference

- Verizon Digital Promise Grant
- Trauma and School Connectedness Task Force Meeting
- Excellence in Education Celebration
- National Blue Ribbon School Ceremony in Washington, DC
- Towne Point Elementary Safety Patrol
- Central Middle School Hair Studio
- Transition 2023: Strategic Planning Session

1.06 Board President – Member Updates

Ms. Duggins

- Very honored to attend the Wellness Advisory Committee meeting.
- There is a need for personal items for our students at many of our schools. Personal items may be donated to the Dover High School Wellness Center.
- Participated in the North Dover learning walk. Happy to see that 4th graders are learning about finances.
- Attended a school board conference over the past weekend with Dr. Jackson and Mr. Martin.

Mr. Martin

- Attended the Strategic planning meeting, wonderful seeing how the process is rolling out. Would like staff to reach out and try to get more parents involved as we want their feedback early in the process. We also want educators to weigh in as the Strategic Plan will represent all of our stakeholders.
- Went to a school board training which provided a pivotal moment in my life.
- Urged everyone to vacate the job and take time to take care of yourself, get some rest.

Mr. Christiansen

- Visited Towne Point Elementary School and South Dover Elementary School, students were engaged and organized, keep up the good work.
- Next weekend is Thanksgiving, take time to be with family and friends.
- Shared that his Jeep was used as he drove the Caesar Rodney High School cheerleaders in the Caesar Rodney Homecoming Parade.

Dr. DePrima

- Super Senator Day was great, got my COVID booster.
- Attended the North Dover walkthrough.
- Excited about the Strategic Planning sessions.
- Attended Education in Excellence event.

Dr. Jackson

- Expressed thanks to DePrima for opening the meeting.
- Thank you to Dr. Brown for the presentation during the Trauma and School Connectedness meeting. Presentations provided me insight into connecting dots for our kids. Really grateful to be a part of that.
- As was noted before, three board members attended training in Knoxville, TN. Had a wonderful time, probably one of the best trainings I have had the pleasure of attending. Shared some information regarding the conference, Our Collective Power, which included:
 - Student Outcomes
 - Superintendent Evaluation
 - Governance
 - Election & Politics
 - Leadership Development
 - Charter Schools
 - Self-Care

1.07 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. Martin, and on a vote of 4/1: Ms. Duggins – yes; Mr. Martin – yes; Mr. Christiansen – Recuse; Dr. DePrima – yes; Dr. Jackson – yes, the board adopted Consent Items as presented.

2.01 Personnel (Resolution No. 23-052)

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.

VI. Extension of Administrative Contracts

Tania	Alexander	June 30, 2024
Bruce	Ashby	June 30, 2025
Robert	Bennett	June 30, 2025
Shani	Benson	June 30, 2025
Ronald	Berry	June 30, 2025
Kelley	Brake	June 30, 2024
Jocelyn	Brown	June 30, 2025
LaWanda	Burgoyne	June 30, 2024
Damien	Burke	June 30, 2025
Jennifer	Christman	June 30, 2025
Mary	Cooke	June 30, 2025
Yvette	Davenport	June 30, 2025
Linda	Daye	June 30, 2025
Lyndsey	Dietz	June 30, 2024
Joseph	Evans	June 30, 2024
Joseph	Fuller	June 30, 2024
Gabriella	Gedney	June 30, 2024
Toriano	Giddens	June 30, 2025
Kiana	Gray	June 30, 2024
Kelly	Green	June 30, 2025
Elliot	Hardin	June 30, 2025
Sandra	Henning	June 30, 2024
Adewunmi	Kuforiji	June 30, 2025
Roger	LeBlanc	June 30, 2024
Frederick	Makofka	June 30, 2024
Wm. Ryan	Matthews	June 30, 2025
Lenita	McIntyre	June 30, 2024
Eugene	Montano	June 30, 2025
Mary	Murrian	June 30, 2024
James	Osgood	June 30, 2025
Marie	Robinson	June 30, 2025
Cathy	Schreiber	June 30, 2025
Teresa	Sharpe	June 30, 2025
Charles	Sheppard	June 30, 2025
Jesse	Shrader	June 30, 2024
Edward	Small	June 30, 2025
Shawndell	Solomon	June 30, 2024
David	Thomas	June 30, 2025
James	Trower	June 30, 2025
Ben	Wells	June 30, 2025
Melissa	White	June 30, 2025
Sheralyn	Wiley	June 30, 2024

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. Valenzuela	Abner	JROTC Instructor	October 17, 2022	DHS
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B. New – Temporary

1. Brown	Tyshea	Teacher – Kindergarten	December 5, 2022	East
2. Buckson	Kent	Spec Ed Coordinator	October 31, 2022	KCCS
3. Desch	Carrie	Teacher – Grade 1	December 19, 2022	FV
4. Hickman-Scott	Zarata	Teacher – Spanish	November 1, 2022	DHS
5. Hitchens	Charmell	School Counselor	November 13, 2022	South
6. Hudson	Alan	Lic Clinical Social Worker	November 1, 2022	East
7. Johnson	Reyna	Teacher – Math/Science	November 21, 2022	WHMS
8. Maynes	Mallory	Teacher – Spec Ed ELA	October 24, 2022	DHS
9. Steele	Tacy	Teacher – Spec Ed	November 23, 2022	CMS

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees

1. Guo	Weiping	Senator Success Teacher	22-23 SY	DHS
2. Price McMillian	Altee	Senator Success Teacher	22-23 SY	DHS

2. Non-District Employees

a. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Bogetti	Shenna	Library From BTW	October 17, 2022	CMS
2. Brice	Tavish	Teacher From East ILC	October 18, 2022	East
3. Flowers	Carlos	Math Intervention From Teacher KCCS	December 12, 2022	North
4. Gumble	Jennifer	Spec Ed Coordinator From Teacher KCCS	October 14, 2022	DHS
5. Ridgeway	Sarina	Teacher – Spec Ed Math From WHMS	October 31, 2022	DHS
6. Seifert	Krista	Instructional Coach From East	October 12, 2022	FV
7. Smith	Shelley	Teacher – Spec Ed From KCCS/DHS teacher	November 28, 2022	DHS

- B. Job Title
1. NONE

- C. Condition of Employment
1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Booton	Paul	Teacher	September 20, 2022	DHS
2. Darling-Spinelli	Angela	Teacher	October 14, 2022	North
3. Holdridge	Megan	Nurse	October 12, 2022	BTW
4. Hyland	Lynelle	Teacher	October 27, 2022	DHS
5. McGuire	Stephanie	Teacher	October 27, 2022	CMS
6. Smith	Tyrone	Teacher	October 10, 2022	DHS

B. Leaves - Personal

1. Tice	Mary	Teacher	November 1, 2022	South
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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. Cecconi	Cara	Teacher	November 14, 2022	North
2. Huff	Kaitlyn	Teacher	November 7, 2022	KCCS
3. Jacobs	Michelle	Teacher	November 14, 2022	North

IV. RESIGNATIONS

A. Baeza Paton	Carolina	Teacher	November 28, 2022	FV
B. Brooke	Kerri	Teacher	December 2, 2022	KCCS
C. Campbell	Rebecca	Teacher	October 28, 2022	KCCS
D. Dixon	Lacey	Teacher	December 2, 2022	DHS
E. Gorman	Denielle	Teacher	November 18, 2022	FV
F. Mercedes	Jennifer	Teacher	November 4, 2022	KCCS/BTW
G. Montano	Marissa	SLP	November 23, 2022	KCCS
H. Ostram-Tuxward	Harmony	Teacher	November 11, 2022	KCCS

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. NONE

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. Collins	Lydia	Senior Secretary	October 31, 2022	BTW
2. Frey	Ashley	Financial Secretary	November 7, 2022	DO
3. Gibbs	Barbara	Custodian – Night Shift	October 31, 2022	DHS
4. Hamm	Tiffany	Transportation Assistant	November 1, 2022	DO
5. Stevens	Asha	Custodian – Night Shift	October 31, 2022	BTW
6. Thomas	Barbara	Bus Driver	October 31, 2022	DO
7. Tisdell	Margarett	Transportation Assistant	November 1, 2022	DO
8. Wall	Straton	Custodian – Night Shift	November 15, 2022	BTW
9. Young	Jakai	Custodian – Night Shift	October 31, 2022	CMS
10. Young	Jamir	Custodian – Night Shift	November 28, 2022	WHMS

B. New – Temporary

1. Ashley	Donya	Instructional Para – FT	October 31, 2022	KCCS/CMS
2. Baynard	Doretha	Child Nutrition – PT	November 28, 2022	WHMS
3. Cavallaro	Sierra	Instructional Para – FT	October 24, 2022	DHS
4. Dean	Carolyn	Child Nutrition	November 7, 2022	South
5. Ephraim	Emily	Instructional Para – FT	October 24, 2022	WHMS
6. Fisher	Autumn	Instructional Para – PT	October 15, 2022	CMS
7. Guinn	Latoya	Extra Support Para – FT	October 31, 2022	KCCS/DHS
8. Harding	Aimee	Instructional Para – FT	Oct. 17, 2022	KCCS/WHMS
9. Hollis	Brooke	Child Nutrition – PT	November 28, 2022	WHMS
10. Kind	Austin	Instructional Para – PT	November 15, 2022	CMS
11. Morgan	Maya	Instructional Para – PT	October 14, 2022	TP
12. Ramirez	Jennifer	Child Nutrition – PT	November 28, 2022	South
13. Santiago	Shanyra	Extra Support Para – FT	Oct. 31, 2022	KCCS/DHS
14. Sheppard	Tara	Child Nutrition – PT	November 28, 2022	DHS
15. Washington	Janay	Para for teletherapist – FT	October 17, 2022	Hartly/TP
16. Waters	Kiana	Child Nutrition	November 7, 2022	FV

C. Rehire - Regular

1. NONE

D. Rehire – Temporary

1. Jacobs	Christopher	Extra Support Para – PT	November 21, 2022	North
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E. EPER

1. District Employees				
a. Dickens	Ashley	After School Para	22-23 SY	DHS
b. Griffin	Lawanda	After School Para	22-23 SY	DHS

c. Morgan	Eric	Head Coach – Wrestling	22-23 SY	DHS
d. Patterson	Ashlea	21 st Century Para	22-23 SY	BTW
e. Perry	Sonae	After School Para	22-23 SY	DHS
f. Roach	Tia	After School Para	22-23 SY	South
g. Santiago	Shanyra	After School Para	22-23 SY	South
h. Schukoske	Gavin	Head Coach – Lacrosse	22-23 SY	DHS

2. Non-District Employees

a. Carpenter	Kylee	Casual/Seasonal Para	November 7, 2022	KCCS
b. Mosley	Anthony	Asst Coach – Boys Basketball	November 1, 2022	CMS
c. Scott-Night	Natasha	21 st Century Coordinator	October 31, 2022	BTW
d. Taylor	Gavin	After School Para	November 2022	South

II. Change in Assignment

Classification/Job Title/Condition of Employment

A. Classification

1. Buan	Ronnie	Custodian – Night Shift From CMS	November 7, 2022	WHMS
2. Christiansen	Elizabeth	Office Para – FT from PT	October 18, 2022	TP
3. Fulgham	Melissa	Instructional Para – FT From East	November 28, 2022	DHS
4. Hargett	Kristin	Financial Secretary From Senior Secretary	October 20, 2022	DO
5. Jones	Jocelyn	Instructional Para – FT From Para PT at East	October 18, 2022	WHMS
6. Price	Joanne	Instructional Para – FT From Para PT at BTW	November 28, 2022	DHS

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. Leaves/Return from Leaves

A. Leaves – FMLA/Medical/Workers Comp

1. Dill	Britanie	Child Nutrition	October 4, 2022	DO
2. Dixon	Jeanette	Transportation	October 31, 2022	DO
3. Olt	Ronald	Transportation	November 9, 2022	DO
4. Pippin	Nicola	Child Nutrition	November 4, 2022	DO
5. Sherrod	Kelly	Paraprofessional	August 29, 2022	BTW
6. Smith	Donald	Child Nutrition	October 10, 2022	BTW
7. Stewart	Delayne	Paraprofessional	October 26, 2022	KCCS
8. Wilson	Brittany	Paraprofessional	October 24, 2022	WHMS
9. Wooleyhand	Brenda	Transportation	September 7, 2022	DO

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. Barnes	Sterling	Para	October 31, 2022	WHMS
2. Obrero	Grace	Custodian	October 10, 2022	CMS

IV. Resignations

A. Curtis	Debbie	Para	November 25, 2022	WHMS
B. Ephraim	Emily	Para	November 21, 2022	WHMS
C. Gomez	Natasha	Custodian	November 4, 2022	BTW
D. Heritage	Todd	Grounds Foreman	November 18, 2022	DO
E. Hom	David	Technology	November 27, 2022	DO
F. Jacobs	Christopher	Para	November 4, 2022	North
G. Kelly	Raquel	Office Para	October 21, 2022	North
H. Lively	Tymere	Custodian	October 25, 2022	BTW
I. Reed	Wendy	Para	November 10, 2022	East
J. Scott-Knight	Natasha	21 st Century Coord.	November 18, 2022	BTW

V. Pensions

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Lodholz	Patricia	Para	June 30, 2022	KCCS
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C. Vested Pension

1. NONE

VI. Expiration of Contract/Temporary

1. NONE

VII. Non-Renewal/Termination/Reduction in Force

a. TERMFY23-10	Child Nutrition	Excessive Absence/No Contact	(Probationary Period)
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2.02 School Choice (Resolution No. 23-053)

School Choice Accept 2022-2023 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
510585	1st	North Dover Elementary	Accept	Inside
665290	12th	Dover High School	Accept	Outside

School Choice Denied 2022-2023 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
287506	9	Dover High School	Deny - Discipline	Outside
535303	KN	Towne Point	Deny - Cap	Inside

2.03 Financial Reports – October 31, 2022 (Resolution No. 23-054)

Financial reports ending October 31, 2022 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting October 12, 2022 and special Board of Education meeting October 24, 2022 (Resolution No. 23-055)

Minutes of executive and public sessions of regular Board of Education meeting October 12, 2022 and special Board of Education meeting October 24, 2022 were approved.

2.05 Field Trips (Resolution No. 23-056)

None

2.06 Student Disciplinary Matters (Resolution No. 23-057)

The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of Student Case #2023-416:

- 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 aforementioned 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 or homebound instruction. The recommendation is to expel student for 180 school days. Student may reregister for admission back to school on December 13, 2023.
- If appropriate at any time after student's release from incarceration, the Capital School District Office of Student Services will meet the DSCYF and/or the State Correctional Transition Team to determine what on-line services are needed to meet student's educational needs.
- The Capital School District will also contact student's parent/s to see if they are willing to set up on-line services as an opportunity for student to start earning high school credits.
- Should student wish to return to the Capital School District upon completion of the expulsion, student should show documentation that no additional criminal charges have 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 & Son, Inc. provided a brief update on the progress of construction of the two new interconnected middle schools as follows:

AREAS F&G- Stonehard Flooring 100%, Int. Alum Frames 30%, Ceiling Grid 75%, Paint 40% Completed

AREAS A&B- Sheetrock 50% Completed, Stonehard Flooring 100%, Ceiling Grid 20%, and Paint 10% Completed

AREA C- Steel Erection 100%, Slab 100%, CMU 90%. Framing 100% Completed

AREA D- Steel is 100%, CMU Walls 85%, MEP Rough In 45%, ROOF 90%, Completed
Kitchen Hood Hung, Freezer & Cooler Installed

AREA E- Steel 100%, Slab 100%, CMU Walls 100%, and Sprinklers 100%, ROOF 95%, Duct 45% Completed

AREA H - Steel 100%, Slabs 95 %, Framing 100%, MEP Rough In 30%, ROOF 90% Completed

SITework- Sports Fields 85% all lights bases and lights installed for parking lot. , Scoreboard Installed on Football Field, Courtyard 45 % Completed, Curbing has started

3.01A Change Orders –Dover Middle School Campus (Resolution No. 23-058)

On a motion by Dr. DePrima, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No. 23-058 approving Change Order as follows:

Change Order #47, Contractor - Corrado in the amount of \$66,609.38 Owner Requested New Fence around Football Stadium.

3.02 Unit Count/K-3 Class Size Analysis – 14 Del. C. 1705A (Resolution No. 23-059)

On a motion by Mr. Martin, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 23-059 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, 2022.

3.03 98% Waiver Request – Del. C. §1704(4) (Resolution No. 23-060)

On a motion by Mr. Martin, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 23-060 approving waiver for 98% Factor – 14 Del. C. 1704(4) for Hartly Elementary School.

3.04 14 Del. C. §1704(4) Waiver of Schools Receiving Not less than 98% of the Opportunity Funding it Generates for School Year 2022-23 (Resolution No. 23-061)

On a motion by Mr. Martin, seconded by Ms. Duggins, and on a unanimous vote, the board adopted Resolution No. 23-061 approving 98% waiver for Opportunity Funding.

3.05 Recommendation to Change Qualifications for Hiring of School Safety Monitors (Resolution No. 23-062)

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board deferred the vote until the December 6, 2022 Board of Education Meeting on Resolution No. 23-062, Recommendation to Change Qualifications for Hiring of School Safety Monitors.

4.0 Adjournment

4.01 On a motion by Dr. DePrima, seconded by Ms. Duggins, and on a unanimous vote, the meeting was adjourned at 8:28 p.m.