

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



CAPITAL
SCHOOL DISTRICT

BOARD OF EDUCATION

Dr. Chanda Jackson-Short, President
Sean P. M. Christiansen, Vice President
John C. Martin, Jr.
Joan L. Engel
Dr. Anthony J. DePrima

Wednesday, February 17, 2021

In-Person/Virtual Meeting

Administrative Office

MINUTES

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

Board Members Present:

Dr. Jackson-Short – Virtual
Mr. Christiansen
Mr. Martin – Virtual
Mrs. Engel – Virtual
Dr. DePrima

Also Present:

Dr. Sylvia Henderson, Interim Superintendent
Mr. Ade Kuforiji, Interim 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 5:31 p.m.

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

1.02 Executive Session

On a motion by Mr. Martin, seconded by Dr. DePrima, and on a unanimous vote, the Board entered closed session at 5:34 p.m. for the purpose of discussing Student Disciplinary Matters, Real Estate, Legal Matters and Personnel Matters.

1.03 Reconvene Open Session/Pledge of Allegiance

The Board reconvened into public session at 7:22 p.m. followed by the Pledge of Allegiance led by Dr. Jackson-Short.

1.04 Board President/Member Updates

Dr. DePrima:

- Expressed thanks to Hartly 4th grade staff for the Black History Month T-shirt
- Visited Hartly Elementary and North Elementary which he met and spoke with teachers, paras, custodians, counselors and constables, very pleased with how schools are operating with Hybrid instruction.
- Attended WHMS reconstruction meeting.
- Attended Citizens Budget Oversight Committee meeting this week.

Mrs. Engel:

- Shared her thanks to Hartly 4th grade staff for the Black History Month T-shirt
- Happy to hear COVID numbers are beginning to drop. Happy to hear things are running well in schools with the Hybrid instruction.
- Attended the Delaware School Boards Association legislative committee meeting, some issues discussed included changing the school board term from five years to fewer years, was not approved.
- Remember the homeless, give them a cup of hot chocolate, coffee, donut, most likely they are in need of something to keep warm.

Mr. Martin

- Thank for the hard work you are doing for the district. Looking forward to a sense of normalcy.
- Appreciated the T-shirt and card for Black History Month from the Hartly 4th grade staff
- Involved with the process of Superintendent Search and will hear more about the search later in the meeting.

Mr. Christiansen

- To Hartly 4th grade teachers and staff, thank you for the shirt.
- End of 3rd quarter is almost here, 4th quarter is coming.
- Dover High School Black Community on Campus group doing a nightly reading, every night at 7 pm, all class members 9-12 grades are participating.
- Teacher of the Year nominations have been completed and congratulations to those who have been chosen for their schools
- Dover High School had another athletics inspection with the Department of Health – all went well and we are looking forward to spring sports.

Dr. Jackson-Short

- Was wearing Black History Month T-shirt from Hartly 4th grade staff and hopes to get out to Hartly soon.
- Visited CMS and goal is to try to visit more schools.
- Participating in the equity meetings and mental health meetings.
- Appreciate all of the hard work.

1.05 Interim Superintendent Update

Dr. Henderson:

- Expressed thanks for all school counselors. Shared the district's Proclamation National School Counseling week February 1-5, 2021.
- Vaccination event was held at Dover High School in conjunction with Department of Education and Division of Public Health where many education employees received their first dose of COVID vaccine.
- Attended boys unified Dover High School basketball game.
- Secretary of Education Susan Bunting visited Central Middle School and William Henry Middle School, having merged into one school. Appreciate all efforts put forth by all staff in sharing spaces.
- Expressed thanks to Dr. Jackson-Short for her partnership with grant for 30 laptops that will be donated to students in our district.
- Be sure to look for all of the Black History Month Celebrations being held throughout the schools during the month of February.

1.06 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 Mr. Christiansen seconded by Mr. Martin, and on a vote of 5/0: Dr. DePrima – yes, Mrs. Engel – yes; Mr. Martin – yes; Mr. Christiansen – yes; Dr. Jackson-Short – yes, Consent Items 2.01 through 2.06 were approved as presented.

2.01 Personnel (Resolution No. 21-092)

ADMINISTRATIVE PERSONNEL

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

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. NONE

B. Job Title

1. NONE

C. Condition of Employment

1. Stipends for Administrators serving in interim roles

CERTIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1. NONE

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees

a. Bailey	James	Twilight Online Teacher	February 16, 2021	DHS
b. James	Renata	Twilight Online Teacher	February 16, 2021	DHS

2. Non-District Employees

- a. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

D. Classification

2. NONE

E. Job Title

2. NONE

F. Condition of Employment

2. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Bowen	Amy	Teacher	January 11, 2021	North
2. Fulton	Valerie	Teacher	February 1, 2021	East
3. Gregory	Susan	Teacher	January 19, 2021	DHS
4. Houser	Alexandra	Teacher	November 17, 2020	BTW
5. Quiroz	Emily	Teacher	February 4, 2021	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. Cohee Carolyn Teacher February 12, 2021 DHS

IV. RESIGNATIONS

- A. NONE

V. PENSIONS

Disability/Service/Vested

- A. Disability

1. NONE

- B. Service Pension

1. Gladish Heather Teacher July 1, 2021 EC

- C. Vested Pension

1. NONE

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

1. NONE

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

1. NONE

CLASSIFIED PERSONNEL

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

I. APPOINTMENTS

- A. New – Regular

1. Baynard Howard Custodian – Night Shift January 26, 2021 East

- B. New – Temporary

1. NONE

- C. Rehire - Regular

1. NONE

- D. Rehire – Temporary

1. NONE

E. EPER

1. District Employees

- a. NONE

2. Non-District Employees

- a. Cook Madison Head Coach – Field Hockey Fall 2021 DHS

- b. Wooleyhand Charles Head Coach – Softball Spring 2021 DHS

- II. Change in Assignment
Classification/Job Title/Condition of Employment
- A. Classification
- | | | | | |
|------------|---------|--|------------------|----|
| 1. Cintron | William | Mail Courier
from Custodial Grounds | February 8, 2021 | DO |
|------------|---------|--|------------------|----|
- B. Job Title
1. NONE
- C. Condition of Employment
1. NONE
- III. Leaves/Return from Leaves
- A. Leaves – FMLA/Medical/Workers Comp
- | | | | | |
|--------------|-----------|------------------|-------------------|-------|
| 1. Hargett | Kristin | Secretary | February 19, 2021 | DO |
| 2. Knowles | Pamela | Child Nutrition | February 9, 2021 | North |
| 3. Patterson | Ashlea | Paraprofessional | January 11, 2021 | KCCS |
| 4. Stevens | Bruce | Custodian | February 10, 2021 | BTW |
| 5. White | Tim'ayrah | Paraprofessional | January 25, 2021 | WHMS |
- 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. Arkuwoille | Raina | Transportation | January 11, 2021 | DO |
| 2. Morsberger | Michael | Paraprofessional | January 15, 2021 | KCCS |
| 3. Robinson | Denice | Custodian | January 21, 2021 | WHMS |
| 4. Sammons | Orville | Maintenance | February 3, 2021 | DO |
| 5. Settle | Brian | School Safety Mon. | February 8, 2021 | WHMS |
- IV. Resignations
- | | | | | |
|-----------|----------|------------------|------------------|------|
| A. Porter | Michelle | Paraprofessional | February 6, 2021 | KCCS |
|-----------|----------|------------------|------------------|------|
- V. Pensions
Disability/Service/Vested
- A. Disability
1. NONE
- B. Service Pension
- | | | | | |
|-----------|-----------|----------------|--------------|----|
| 1. Tatman | Josephine | Transportation | July 1, 2021 | DO |
|-----------|-----------|----------------|--------------|----|

C. Vested Pension

1. NONE

VI. Expiration of Contract/Temporary

1. NONE

VII. Non-Renewal/Termination/Reduction in Force

1. NONE

2.02 School Choice (Resolution No. 21-093)

School Choice Accept 2021-2022 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
413838	KN	Booker T Washington	Accept	Inside
472855	KN	Booker T Washington	Accept	Outside
478168	01	Booker T Washington	Accept	Inside
359020	07	Central Middle School	Accept	Outside
382492	07	Central Middle School	Accept	Outside
287370	07	Central Middle School	Accept	Outside
402931	07	Central Middle School	Accept	Outside
143363	12	Dover High School	Accept	Outside
300644	09	Dover High School	Accept	Outside
873138	09	Dover High School	Accept	Outside
558474	09	Dover High School	Accept	Outside
280523	09	Dover High School	Accept	Outside
294326	09	Dover High School	Accept	Outside
308462	09	Dover High School	Accept	Outside
314793	09	Dover High School	Accept	Outside
915968	09	Dover High School	Accept	Outside
549891	KN	East Dover Elementary	Accept	Inside
541941	KN-I	Fairview Elementary	Accept	Inside
443210	KN-I	Fairview Elementary	Accept	Inside
463331	KN-I	Fairview Elementary	Accept	Inside
452841	KN-I	Fairview Elementary	Accept	Inside
344596	KN	Hartly Elementary	Accept	Inside
463350	KN	Hartly Elementary	Accept	Inside
463271	KN	Hartly Elementary	Accept	Outside
452887	KN	Hartly Elementary	Accept	Outside
447355	03	North Dover Elementary	Accept	Inside
466096	02	North Dover Elementary	Accept	Inside
194993	03	North Dover Elementary	Accept	Outside
194924	04	North Dover Elementary	Accept	Outside
503959	KN	North Dover Elementary	Accept	Inside
576907	KN	North Dover Elementary	Accept	Inside
245130	KN	North Dover Elementary	Accept	Inside
557840	KN	North Dover Elementary	Accept	Inside

School Choice Accept 2021-2022 School Year

452792	KN-I	South Dover Elementary	Accept	Inside
459197	KN-I	South Dover Elementary	Accept	Outside
379273	KN-I	South Dover Elementary	Accept	Inside
478877	KN-I	South Dover Elementary	Accept	Inside
275975	04	South Dover Elementary	Accept	Outside
075917	05	William Henry Middle School	Accept	Outside
166265	05	William Henry Middle School	Accept	Outside
184881	05	William Henry Middle School	Accept	Outside
121796	05	William Henry Middle School	Accept	Outside
202364	05	William Henry Middle School	Accept	Outside

School Choice Accept Remainder of School Year 2020-2021

Student ID	Grade	School of Choice	Action	Inside/Outside of District
213780	10	Dover High School	Accept	Outside
259758	09	Dover High School	Accept	Outside
357789	11	Dover High School	Accept	Outside
137043	04	Fairview Elementary	Accept	Inside
556659	01	Fairview Elementary	Accept	Outside
536769	02	Fairview Elementary	Accept	Outside
363492	01	South Dover Elementary	Accept	Outside
439972	02	South Dover Elementary	Accept	Outside
363710	01	South Dover Elementary	Accept	Inside
202364	04	South Dover Elementary	Accept	Outside
275975	03	South Dover Elementary	Accept	Outside
205838	04	Towne Point Elementary	Accept	Outside

School Choice Denied 2021-2022 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
211113	09	Dover High School	Denied	Outside

2.03 Financial Reports – January 31, 2021 (Resolution No. 21-094)

Financial Reports as of January 31, 2021 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting January 20, 2021 and Special Meeting/Work Session January 6, 2021 (Resolution No. 21-095)

Minutes of executive and public sessions of regular Board of Education meeting on January 20, 2021 and special meeting/work session on January 6, 2021 were approved.

2.05 Field Trips (Resolution No. 21-096)

No field trips were presented.

2.06 Student Disciplinary Matters (Resolution No. 21-097)

The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of student case 2021-88401: After having reviewed this information, and given the seriousness of the offenses, student is not eligible per State statute to return to Dover High School 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 received educational services via Dover High School or homebound instruction. Therefore, student is expelled for 180 days beginning on February 1, 2021. If appropriate at any time after release from incarceration, the Capital School District Office of Student Services will meet with the

2.06 Student Disciplinary Matters (Resolution No. 21-097) (continued)

DSCYF and/or the State Correctional Transition Team to determine what on-line services are needed to meet student's educational needs. Should student wish to return to Capital School District upon completion of the expulsion, student should show documentation that student has not accrued any additional criminal charges and does not pose a threat to others. Student will be 18 years old in May, 2021. It is also recommended that student seek educational opportunities via an adult education program.

3.0 Action/Discussion/Information Items (A/D/I)

3.01 Superintendent Search Update/Presentation

Dr. DePrima introduced Mr. Edward McCormick and Dr. Monica Browne, representing Hazard Young Attea Associates (HYA), who presented an update on Superintendent Search, sharing an overview of the results of the survey that was published asking for responses as to the characteristics, skills and experiences that would be required in order for the next Superintendent to be successful. The following document was the result of this survey:

DESIRED CHARACTERISTICS OF THE NEW SUPERINTENDENT CAPITAL SCHOOL DISTRICT

After seeking input from students, teachers, parents, staff, and community members via focus groups, interviews, and an online survey, the Capital School District Board of Education seeks a **strong and energetic educational leader** who possesses the following characteristics:

A knowledgeable and innovative instructional leader who:

- Creates and guides an educational institution that maximizes and supports the individual potential of each student
- Continues the progressive roots of Capital Schools by ensuring that all students are provided with a rigorous, relevant and dynamic curriculum delivered by outstanding teachers
- Builds trust and engenders respect through collaborative interactions with teachers, staff, parents and community members
- Understands the struggles and challenges facing urban youth from under sourced communities and has a proven track record of improving educational opportunities while ensuring equity for all students

A systems thinker and proactive manager who:

- Communicates regularly and systematically with all stakeholder groups by both sharing information and seeking input before decisions are made
- Ensures effective/efficient daily operations of Capital Schools including long-range planning for the school and skillful financial management
- Supports, enhances, and expands the partnerships that exist between Capital Schools and the greater community

An effective communicator and committed consensus-builder who:

- Establishes deep and meaningful relationships with all segments of Capital and the community
- Is visible throughout the school and actively engaged in the community

In regard to **leadership experiences and accomplishments**, the successful candidate will:

- Have, or be capable of gaining, certification in Delaware
- Have experience as a successful educational leader in a diverse learning environment
- Have experience achieving equity in an urban setting
- Have experience and commitment to serving an inclusive and diverse community

Mrs. Engel left the meeting at 9:09 pm due to illness.

3.02 Bid Package – Construction of Two New Middle Schools on Pat Lynn Drive (Resolution No. 21-098)

On a motion by Dr. DePrima, seconded by Mr. Martin, and on a roll call vote of 3/0/1: Dr. DePrima – yes, Mrs. Engel – absent; Mr. Martin – yes; Mr. Christiansen – recuse; Dr. Jackson-Short – yes, the board adopted Resolution No. 21-098 approving the bid package for Construction of Two New Middle Schools on Pat Lynn Drive accepting all alternates and enhancements to proceed with the construction of the two new middle schools.

3.03 William Henry Middle School Update

Mr. Carl Krienen of ABHA Architects presented an update on William Henry Middle School - Storm Damage Repair which included repair approach, work completed to date, status of building, summary of costs of repair, and proposed schedule. Plans call for the building, with the exception of the large gym and theater, to be ready for occupancy for the 2021-2022 school year (around August 15), taking into consideration that students could be outside until approximately 10/15/21 when the large gym and theater would be completed. Mr. Christiansen recused himself of any comments. Preliminary documents and cost estimates are complete. Insurance and supplemental funding and state approval of approach/funding are pending at this time.

3.04 Hybrid Update (Resolution No. 21-099)

On a motion by Mr. Christiansen, seconded by Dr. DePrima and on a roll call vote of 3/0/1: Dr. DePrima – yes; Mrs. Engel – absent; Mr. Martin – Abstain; Mr. Christiansen – yes; Dr. Jackson-Short – yes, the board adopted Resolution No. 21-086 continuing with the current plan of Hybrid learning for grades PK-12, KCCS Main and Satellite sites to begin full day instruction on February 22, 2021. In addition, Elementary Schools will begin offering 4 day instruction for students with disabilities based on complexity of disability, engagement, attendance and grades.

3.05 Proposed 2021-2022 School Calendar (Second Reading) (Resolution No. 21-087)

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board suspended the rules in accordance with Policy #100-25 to enable a vote after the first reading for approval of 2021-2022 School Calendar.

On a motion by Mr. Martin, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 21-087 approving the 2021-2022 school calendar Option 1 Draft 7, after Labor Day start for students on September 7, 2021.

3.06 Revisions Policy #400-10 Education for Students Experiencing Homelessness (formerly titled Admission of Homeless Children) (First Reading) (Resolution No. 21-100)

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board suspended the rules in accordance with Policy #100-25 to enable a vote after the first reading for approval of Revisions Policy #400-10 Education for Students Experiencing Homelessness (formerly titled Admission of Homeless Children).

On a motion by Mr. Martin, seconded by Mr. Christiansen, and on a unanimous vote, the board adopted Resolution No. 21-100 approving Revisions Policy #400-10 Education for Students Experiencing Homelessness (formerly titled Admission of Homeless Children).

3.07 Policy #400-11 Students in Foster Care (First Reading) (Resolution No. 21-101)

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board suspended the rules in accordance with Policy #100-25 to enable a vote after the first reading for approval of Policy #400-11 Students in Foster Care.

On a motion by Mr. Martin, seconded by Mr. Christiansen, and on a unanimous vote, the board adopted Resolution No. 21-101 approving Policy #400-11 Students in Foster Care.

3.08 FY 21 Final Budget (Resolution No. 21-102)

On a motion by Dr. DePrima, seconded by Mr. Martin, and on a unanimous vote, the board tabled Resolution No.

21-102 FY 21 Final Budget until the regular Board of Education meeting on March 17, 2021, with time to be scheduled on the March 3, 2021 special board meeting/COVID operational work session for open discussion on the FY 21 Final Budget.

4.0 Adjournment

4.01 Adjournment

On a motion by Dr. DePrima, seconded by Mr. Christiansen, and on a unanimous vote, the meeting was adjourned at 10:33 p.m.