

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



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, November 18, 2020

In-Person/Virtual Meeting

Administrative Office

MINUTES

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

Board Members Present:

Dr. Jackson-Short
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 Dr. DePrima, seconded by Mr. Martin, and on a unanimous vote, the board entered open session at 5:32 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 5:33 p.m. for the purpose of discussing Student Disciplinary Matters, Legal Matters and Personnel Matters.

1.03 Reconvene Open Session/Pledge of Allegiance

The Board reconvened into public session at 7:21 p.m. followed by the Pledge of Allegiance led by Dr. Jackson-Short

1.04 Board President/Member Updates

Dr. DePrima:

- Presented updates on the status of progress for the construction of the two new middle schools. Hope to have all necessary approvals by the end of the year in order to go to bid.
- Visited 2 schools who started with Hybrid on November 9, 2020 – Booker T. Washington Elementary and South Dover Elementary. Observed that both schools had Pandemic protocols in place and everything seemed to be running in a smooth and orderly fashion. Observed administrators from district office assisting in schools.
- Received many emails, will read and respond to all of them.
- Have a great Thanksgiving holiday.

Mrs. Engel

- Was attending meeting virtually from New York, visiting there for the birth of new granddaughter.
- Have been reading every email but has not been able to respond to all of them but will do so when returning home. Plans to visit some schools after Thanksgiving. Some parents are very happy with students being back in school.
- Have a wonderful Thanksgiving.

Mr. Martin

- Expressed thanks to everyone for delivering the services they are doing. Has also received many emails and will respond.
- Encouraged parents to be more vocal.
- Please enjoy the Thanksgiving vacation, leave your work where it is, reinvigorate yourselves, and spend time with your families.

Mr. Christiansen

- Has been attending home football games, exciting to see young people doing what they love, striving to do their best. Pep band made up of 64 members sounded amazing. Gives them the opportunity to interact with the other students.
- Everything went really well for the first day of Hybrid learning for PreK-4 students on November 9, 2020, had a couple of transportation glitches, a couple of tech issues but they were resolved. Visited schools, things were planned out, all hands were on deck, and school staff members appreciated the assistance from district administrators.
- Dover High School held a Hybrid Open House, lots of kids excited to come back on November 30, 2020.
- Have a Happy Thanksgiving, although this year it is not going to be like any holiday. Please act responsibly, use common sense, may have to sacrifice some gatherings, so we can get through this Pandemic.
- Also received many emails and will be responding to them.

Dr. Jackson-Short

- Expressed thanks to everyone for their leadership and for all of the work accomplished by all staff members in all of our schools.
- Was really touched by the many thoughts and cards received due to the death in her family.
- It is sad that families can't have large gatherings but it is so important that all of us keep safe and be grateful for what we have.
- Will try to answer all emails that have been received and has read all of them.

1.05 Interim Superintendent Update

Dr. Henderson:

- Great opening to Hybrid learning on November 9, 2020 for students in PreK-4. All hands on deck was the message. Will hear more about this later on in the meeting. Visited all of the elementary buildings at least once and visited some 2-3 times. It's just so nice to be around kids.
- Our Dover High School Unified Team is doing great. Waiting on the playoff schedule. While it was cold outside last evening, my heart and spirit was warm as our DHS Lady Senators hockey team were victorious against CR. 2-0.
- As we go into a pandemic holiday season, just a reminder for what we are thankful for and the many blessings that we have. We are into the giving season. My gratitude is for the students, staff and community that made up the Senator Nation which keeps our spirits alive so that we may persevere and get through anything together. Let's be thankful that we are able to still connect with our children remotely and some in person.
- Have a wonderful Thanksgiving.

1.06 Proclamation – National School Psychology Week – November 9-13, 2020

Dr. Henderson read the proclamation for National School Psychology which was celebrated November 9-13, 2020.

1.07 Public Comment

- Andrea Sergent and Andrea Ritchey – Dr. Henderson read into record a letter from Ms. Sergent and Ms. Ritchey, School Nurses at Dover High School, thanking Dr. Voshell, Principal, and Dr. Pinkett, Associate Principal, Dover High School, for their efforts in meeting the needs of all staff and students as they prepare to move into hybrid learning at Dover High School.
- Ann Harland – Dr. Henderson read into record a message received from Ann Harland regarding concerns with secondary students returning to school for Hybrid learning on November 30, 2020.
- Crystal Sheets- Dr. Henderson read into record a message received from Crystal Sheets, School Nurse at the Kent County Secondary ILC, regarding the excellent preparation that has taken place at the facility before the students return for Hybrid learning on November 30, 2020,
- Mallory Dill –Dr. Henderson read into record message from Mallory Dill, staff member at Kent County Secondary ILC, regarding sending students back to school, and the need to proceed cautiously for the safety of students, staff and community.

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 roll call vote: 4/1 Dr. DePrima – yes; Mrs. Engel – yes; Mr. Martin – yes; Mr. Christiansen – No; Dr. Jackson-Short – yes, Consent Items were approved as presented.

2.01 Personnel (Resolution No. 21-062)

ADMINISTRATIVE PERSONNEL

VI. Extension of Administrative Contracts

Name	Contract Expires
Bruce Ashby	June 30, 2023
Tammy Augustus	June 30, 2023
Kyle Baxter	June 30, 2023
Shani Benson	June 30, 2023
Ronald Berry	June 30, 2023
Jocelyn Brown	June 30, 2023
William Buczynski	June 30, 2023
LaWanda Burgoyne	June 30, 2023
Jennifer Christman	June 30, 2023
Mary Cooke	June 30, 2023
Linda Daye	June 30, 2023
Paul Dunford	June 30, 2023
Joseph Fuller	June 30, 2023
Julie Giangulio	June 30, 2023
Toriano Giddens	June 30, 2023
Kelly Green	June 30, 2023
Shan Green	June 30, 2023
Lenita Green-McIntyre	June 30, 2023
Elliot Hardin	June 30, 2023
Sylvia Henderson	June 30, 2023
Bryan Holland	June 30, 2023
Thomas Kalinowski	June 30, 2023
Adewunmi Kuforiji	June 30, 2023
James Mark	June 30, 2023
Wm. Ryan Matthews	June 30, 2023
Eugene Montano	June 30, 2023
Paige Morgan	June 30, 2023
James Osgood	June 30, 2022
Tina Pinkett	June 30, 2023
Cathy Schreiber	June 30, 2023
Teresa Sharpe	June 30, 2023
Charles Sheppard	June 30, 2023
Todd Simpson	June 30, 2023
Shawndell Solomon	June 30, 2023
Kathleen Stephan	June 30, 2023
David Thomas	June 30, 2023
Angela Thompson	June 30, 2023
James Trower	June 30, 2023
Courtney Voshell	June 30, 2023
Melissa Voshell	June 30, 2023
Jennifer Weaver	June 30, 2023

Name	Contract Expires
Ben Wells	June 30, 2023
Melissa White	June 30, 2023

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. Abate	Karen	Teacher – Spec Ed Math	TBD	DHS
2. Heffernan	Jennifer	Library/Media Specialist	November 30, 2020	TP
3. Henry	Darron	Teacher – Social Studies	December 3, 2020	CMS
4. McCann	Stephanie	Speech Language Path	January 4, 2021	KCCS
5. Steele	Tacy	Teacher – Spec Ed ELA	TBD	CMS

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees
 - a. NONE

2. Non-District Employees

a. Turner	Markland	21 st Century Teacher	November 9, 2020	CMS
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II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. NONE

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Crowe	Heather	Teacher	November 10, 2020	North
2. Hanna	Alisha	Teacher	November 3, 2020	North
3. Knapp	Samantha	Teacher	October 29, 2020	WHMS

B. Leaves - Personal

1. Markowitz	Sheryl	Speech Language Path	Nov. 13, 2020	North/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. Barcus	Heather	Nurse	November 18, 2020	Hartly
2. Murphy	Katherine	Teacher	October 26, 2020	KCCS
3. Oliver	Crystal	Teacher	November 2, 2020	East

IV. RESIGNATIONS

A. Gallon	Rudy	Speech Language Path	November 6, 2020	KCCS
B. Myers	Sarah	Teacher	January 20, 2021	TP
C. Powell-Conley	Lindsay	Teacher	December 2, 2020	CMS

V. PENSIONS

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Bolyard	Sandra	Teacher	November 1, 2020	Hartly
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C. Vested Pension

1. NONE

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

1. NONE

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

CLASSIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. Hrupsa-Sherwood	Wendy	Financial Secretary	October 19, 2020	DO
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B. New – Temporary

1. Poswinski	Melissa	Extra Support Para – FT	Nov. 9, 2020	KCCS/BTW
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C. Rehire - Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. EPER

1. District Employees

a. NONE

2. Non-District Employees

a. Blake	David	Entry Level Tech – PT	Nov. 2, 2020	DO/Tech
b. McIntyre	Clyde	Entry Level Tech – PT	Nov. 2, 2020	DO/Tech
c. Townsend-Reed	Rozie	21 st Century Site Coord.	Nov. 19, 2020	WHMS

I. Change in Assignment

Classification/Job Title/Condition of Employment

A. Classification

1. Lauer	Jennifer	Office Paraprofessional From Child Nutrition	November 12, 2020	WHMS
2. Ridgway-Brooks	Nora	Manager from Lead Worker	November 9, 2020	East

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

II. Leaves/Return from Leaves

A. Leaves – FMLA/Medical/Workers Comp

1. Broxton	Tianna	Paraprofessional	November 9, 2020	KCCS
2. Mosley-Daniels	Loretta	Paraprofessional	October 15, 2020	KCCS
3. Settle	Brian	Constable	November 12, 2020	WHMS
4. Stevens	Cynthia	Child Nutrition	November 6, 2020	TP

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. Benson	Corina	Paraprofessional	November 18, 2020	East
2. Grant	Elvira	Custodian	November 18, 2020	South
3. Robinson	Mary	Secretary	October 19, 2020	DO
4. Stayton	Rose	Secretary	November 9, 2020	BTW

III. Resignations

A. NONE

- IV. Pensions
Disability/Service/Vested
- A. Disability
- NONE
- B. Service Pension
- | | | | | |
|------------|-------|-----------------------|------------------|--------|
| 1. Edwards | Kathy | PreK Paraprofessional | December 1, 2020 | Hartly |
| 2. Tunnell | Sonja | Clerk | January 1, 2021 | DHS |
- C. Vested Pension
- NONE
- V. Expiration of Contract/Temporary
- NONE
- VI. Non-Renewal/Termination/Reduction in Force
- NONE

2.02 School Choice (Resolution No. 21-063)
School Choice Accept – 2020-2021 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
276354	03	South Dover Elem	Accept	Inside

2.03 Financial Reports – October 31, 2020 (Resolution No. 21-064)

Financial Reports as of October 31, 2020 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting October 20, 2020 (Resolution No. 21-065)

Minutes of executive and public sessions of regular Board of Education meeting on October 20, 2020 were approved.

2.05 Field Trips (Resolution No. 21-066)

No field trips were presented.

2.06 Student Disciplinary Matters (Resolution No. 21-067)

The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of student case #2021-139340: 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. Therefore, student is expelled for 180 days beginning on March 12, 2021. If appropriate at any time after the trial and/or release from incarceration, the Special Education Team and Mrs. LaWanda Burgoyne, Supervisor of Student Services, will meet to determine what special education services and/or online educational services are needed to meet student's IEP. 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.

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

3.01 Superintendent Search Update

Dr. DePrima, on behalf of Dr. John Marinucci, Executive Direction, Delaware Schools Boards Association, and Mr Martin, noted that two proposals were submitted by Search Firms by the closing date. These two proposals will be evaluated and a report will be shared with the board at the next meeting in regards to whether the board should accept one of the proposals or repost. The two proposals will remain active and viable if the RFP is reposted.

3.02 Hybrid Update

Mr. Dunford gave a presentation regarding the families who chose in-person learning for students in grades PreK-4 and Special Programs that began on November 9, 2020. The following students are attending face-to-face or virtually at-home as follows:

694 Students PreK-4 attend face-to-face At-School on Monday & Tuesday

87 Students in Special Schools attend face-to-face At-School on Monday & Tuesday

553 Students PreK-4 attend face-to-face At-School on Thursday & Friday

84 Students in Special Schools attend face-to-face At-School on Thursday & Friday

1,098 Students attend virtually At-Home

On November 30, 2020, secondary students who chose in-person learning are scheduled to return to school. Some families chose to have their students remain virtually at-home. Listed below are the numbers of students expected to attend face-to-face At-School or virtually At-Home.

- **705** Secondary students plan to attend face-to-face At-School on Monday & Tuesday
- **700** Secondary students plan to attend face-to-face At-School on Thursday & Friday
- **2,454** Secondary students plan to attend virtually At-Home

3.03 William Henry Middle School Update

Mr. Kuforiji made a brief presentation concerning the issues in working with the State of Delaware regarding the damage to William Henry Middle School with highlights as follows:

- Still waiting on the final outcome of state insurance
 - Detailed structural assessment of the building is underway
 - Working with architects to submit a final report and plan for repairs
- Seeking funds to cover necessary repairs identified beyond storm damages
 - Senator Trey Pardee, Representative Sean Lynn, and Representative Bill Bush have totally supported the District and will work with the General Assembly to secure necessary funding:
 - For repairs beyond the storm and/or
 - Relocation of students as appropriate.

3.04 2020-2021 School Year Unit Count

Ms. Cooke presented the 2020-2021 School Year Unit Count numbers that will be submitted to the Department of Education. This year, the Unit Count began on October 29, 2020, closed on November 13, 2020, and changes can be verified until November 20, 2020. The Department of Education will then certify the unit count numbers.

3.05 Unit Count/K-3 Class Size Analysis – 14 Del. C. 1705A/Guaranteed Unit Count and 98% Waiver Request – Del. C. 1704(4) (Resolution No. 21-068)

On a motion by Dr. DePrima, seconded by Mrs. Engel, and on a unanimous vote, the board adopted Resolution No. 21-068 approving waiver for 98% Factor – 14 Del. C. 1704(4) for Hartly Elementary School.

3.06 Board of Education Equity Training (Resolution No. 21-061)

On a motion by Mr. Christiansen, seconded by Mrs. Engel, and on a unanimous vote, Agenda Item No. 3.06 was postponed until the December board meeting on December 9, 2020.

4.0 Adjournment

4.01 Adjournment

On a motion by Dr. DePrima, seconded by Mr. Martin, and on a unanimous vote, the meeting was adjourned at 9:45 p.m.