

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

Wednesday, June 17, 2020

Virtual Meeting
Administrative Office
MINUTES



BOARD OF EDUCATION

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

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

Board Members Present:

Mr. Martin
Dr. Chanda Jackson-Short
Mr. Christiansen
Mrs. Engel
Dr. DePrima

Also Present:

Dr. Dan Shelton, Superintendent
Dr. Sylvia Henderson, Assistant Superintendent

1.01 Roll Call – Establishment of Quorum

On a motion by Dr. Jackson-Short, seconded by Dr. DePrima, and on a unanimous vote, the Board entered public session at 5:38 p. m. Roll call was conducted and all members were present.

1.02 Executive Session

On a motion by Dr. Jackson-Short, seconded by Dr. DePrima, and on a unanimous vote, the Board entered closed session for reasons set forth in the agenda at 5:38 p.m. for the purpose of discussing Student Discipline Matters, Legal Matters and Personnel Matters.

1.03 Reconvene Open Session/Pledge of Allegiance

The Board reconvened into public session at 7:47 p.m. followed by the Pledge of Allegiance led by Dr. Shelton.

1.04 Board President/Member Updates

Dr. DePrima

- Attended several construction committee meetings, moving ahead as planned.
- Honored to be part of graduation.
- Attended SI1 meeting.
- Sad to hear of Dr. Shelton's departure to Christina School District, wished him well.

Mrs. Engel:

- Miss seeing everybody while meeting via Zoom.
- Congratulated Dr. Shelton on his new position and wished him well.
- Graduation was great spectacular, cannot be duplicated.

Mr. Christiansen:

- Dover High School graduation 2020 cannot be topped, graduation school parades were great, heard a lot of positive comments, made our students feel loved, wanted and cared for.
- Would like to adopt an Amendment to the Senator Hall of Fame to add a section for an athletic/sports hall of fame for Dover High School graduates to be included in the policy.
- Very disappointed in the Governor's action that public schools are not allowed to practice for fall sports and summer leagues.

Dr. Jackson-Short

- Congratulations to Dr. Shelton on his new position.
- Graduation event at Dover Downs went very well, received positive feedback, great job.
- Heard wonderful things about end of school year parades, just another way to stay engaged with students.
- Take care of yourself. Practice self-care.

Mr. Martin

- Diploma day for Dover High School graduates at Dover Downs was fantastic. Being out there to present diplomas and celebrate students was great and we shared that we expected great things out of them. Very proud of these young people seeking change.
- Agreed that there is disparity regarding sports between public and private schools.
- Shared some sentiments regarding Dr. Shelton's time in Capital School District.

1.05 Superintendent Update

Dr. Shelton

- Accepting the new position at Christina School District was not an easy decision. It came with a great deal of reflection and struggle. I love the work here in Capital that has been accomplished. I want to thank the Board of Education members for their steadfast support of the work we've been doing which benefits students, including the complete reconfiguration of the district with the construction of new middle schools. This came after lots of work with large groups of people. Every single child will have access to all services, all programs, and all supports. Strategic intents are going to continue. Capital has employed an absolute amazing group of professionals committed to ensuring this work continues. I am excited for a new journey in Christina, but am going to miss all of you. This is such a collegial group - Board of Education, employees, families and students – all make up the Senator Nation. I am truly going to miss the support to my family and me. Thank you!

1.06 Presentations

- Capital School District Teachers of the Year 2021 – Announcement of 2021 CSD Teacher of the Year
 - A power point presentation was shown featuring the teachers of the year from all twelve schools. Mrs. Julie Eaby, teacher from Booker T. Washington Elementary School, was selected as the 2021 Capital School District Teacher of the Year.
- Recognition of Retirees
 - A power point presentation featuring the 23 retirements from Capital School District, this school year. Those honored included twelve (12) teachers/specialists, three (3) paraprofessionals, one (1) secretary, three (3) child nutrition employees, one (1) custodian, two (2) buildings and grounds employees, and one (1) administrator. We wish them well in their retirement.

1.07 Public Comment

Individuals desiring to address the board must read, complete and sign the Request Form. A link can be found at <http://bit.ly/csdpublicmeeting>. Those who sign up may speak for up to three minutes. Public comment time will not exceed fifteen (15) minutes. The board may extend public comment time at the conclusion of the regular agenda which also will not exceed fifteen (15) minutes. If a group of people are speaking to address the same topic, the board may require a single spokesperson for the group.

Read into the record:

Mozella Richardson Kamara

- Have a great summer!

Julie Eaby

- Thank you for this wonderful honor of CSD Teacher of the Year; this is a tribute to my parents who molded me in the teacher I am today.

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 Dr. Jackson-Short, and on a unanimous vote, the board adopted consent items as presented.

2.01 Personnel (Resolution No. 20-114)

ADMINISTRATIVE PERSONNEL

CERTIFIED PERSONNEL

Approval for Certified Personnel as listed, pending criminal reference checks

CLASSIFIED PERSONNEL

Approval for Classified Personnel as listed, pending criminal reference checks.

2.02 School Choice (Resolution No. 20-115)

School Choice Accept 2020-2021 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
442341	1	Fairview Elementary School	Invite	Inside
449740	1	Hartly Elementary School	Invite	Outside
172315	4	Hartly Elementary School	Invite	Outside
395904	3	North Dover Elementary	Invite	Inside
184282	3	North Dover Elementary	Invite	Inside
484775	K	South Dover Elementary	Invite	Inside
466722	K	South Dover Elementary	Invite	Inside
337925	K	South Dover Elementary	Invite	Outside
302792	K	South Dover Elementary	Invite	Outside
442560	K	South Dover Elementary	Invite	Outside
059949	7	Central Middle School	Invite	Outside
405169	11	Dover High School	Invite	Outside
146295	12	Dover High School	Invite	Outside

School Choice Denied 2020-2021 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
274504	9	Fairview Elementary School	Denied	Inside

2.03 Financial Reports – May 31, 2020 (Resolution No. 20-116)

Financial Reports as of May 31, 2020 were approved.

2.04 Bonds - The Capital School District authorizes the conversion of the Bond Anticipation Note (BAN) approved at the November 20, 2019 Board Meeting to Bonds for the construction of two new middle schools at the site of the old Dover High School on Pat Lynn Drive in Dover, Delaware. (Resolution No. 20-117)

Bonds – District authorized the conversion of the Bond Anticipation Note (BAN) approved at the November 20, 2019 Board Meeting to Bonds for the construction of two new middle schools at the site of the old Dover High School on Pat Lynn Drive in Dover, Delaware.

2.05 Minutes – Minutes of Executive and Public sessions of Board of Education meetings May 6, 2020 and May 19, 2020 (Resolution No. 20-118)

Minutes of executive and public sessions of Board of Education meetings on May 6, 2020 and May 19, 2020 were approved.

2.05 Field Trips (Resolution No. 20-119)

No field trips were presented for approval.

2.06 Student Disciplinary Matters (Resolution No. 20-120)

No Student Disciplinary Matters were presented.

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

3.01 Superintendent Resignation (Resolution No. 20-121)

Read into record Dr. Dan Shelton's resignation letter:

June 4, 2020

Capital School District Board of Education

198 Commerce Way

Dover, DE 19904

Dear Members of the Capital School Board:

It is with heavy heart that I write to you today to tender my resignation as Capital School District Superintendent effective the close of business June 30, 2020.

It has been the most amazing experience of my life, personally and professionally to have been a part of the work that has taken place over the last five years in the Capital School District. The team that has been assembled in Capital are some of the smartest, most professional group of educators I have ever had the privilege to work with.

The key to success in Capital, in my humble opinion, is that everyone from the community, the families, the teachers and staff, the administration and the school board, all have the same goal in mind. Provide a high quality education for the whole child and provide equity and access to all students. The student has always been the center of the conversation since I arrived at Capital. Everyone was willing to go the Extra Mile for kids and families without putting their personal agenda, their personal interest or their personal politics in the way. It has always been a team effort where all hands on deck was not just said, it was followed through when we needed it.

I am so very proud of the educators, and students of the Capital School District and hope to continue to be a sounding board and collaborator with the amazing colleagues and friends that I have made and worked with here in Capital.

Thank you for the opportunity and the belief in the work. Please know I am always available to you.

*With Gratefulness,
Dan Shelton, Ed. D.*

With great hesitation and sadness, on a motion by Mr. Christiansen, reluctantly seconded by Dr. DePrima, and on a unanimous vote, roll call vote: Dr. Deprima – yes; Mrs. Engel – ye; Mr. Christiansen – yes; Dr. Jackson-Short – yes; Mr. Martin – yes, the board adopted Resolution No. 20-121 accepting the resignation of Dr. Dan Shelton as Superintendent of Capital School District effective June 30, 2020.

3.02 Superintendent Search (Resolution No. 20-122)

On a motion by Mr. Christiansen, seconded by Mrs. Engel, and on a unanimous vote, the board moved Agenda Item 3.02 Superintendent Search (Resolution No. 20-122) to Agenda Item 3.11 with the same resolution. The board will convene back into Executive Session at the conclusion of the board meeting with the intention to return to take a vote on Agenda Item 3.11.

3.03 Appointment of Interim Superintendent (Resolution No. 20-123)

On a motion by Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous vote, the board moved Agenda Item 3.03 Appointment of Interim Superintendent (Resolution No. 20-123) to Agenda Item 3.12 with the same resolution. The board will convene back into Executive Session at the conclusion of the board meeting with the intention to return to take a vote on Agenda Item 3.12.

3.04 Collective Bargaining Agreement between Board of Education and Capital Paraprofessionals Association (Resolution No. 20-124)

On a motion by Dr. DePrima, seconded by Dr. Jackson-Short, and on a roll call vote of 4/0/1: Dr. DePrima – Yes; Mrs. Engel – Yes; Mr. Christiansen – Recuse; Dr. Jackson-Short – yes; Mr Martin – Yes, the board adopted Resolution No. 20-124 approving the Collective Bargaining Agreement between Board of Education and Capital Paraprofessionals Association effective July 1, 2020 through June 30, 2023.

3.05 Collective Bargaining Agreement between Board of Education and Capital Educational Secretaries Association (Resolution No. 20-125)

On a motion Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous vote, roll call vote: Dr. Deprima – Yes; Mrs. Engel – Yes; Mr. Christiansen – Yes; Dr. Jackson-Short – yes; Mr. Martin – Yes, the board

adopted Resolution No. 20-125 approving the Collective Bargaining Agreement between Board of Education and Capital Educational Secretaries Association effective July 1, 2020 through June 30, 2023.

3.06 Revisions Policy #700-02 Student Attendance Regulations (Second Reading) (Resolution No. 20-110)

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 20-110 approving Revisions Policy #700-02 as amended: under **Absences:**

No. 3. f.

Any student who is a volunteer firefighter of a Delaware volunteer fire department, as certified by the Delaware State Fire Prevention Commission, shall be excused from being tardy up to 12 times per year, assuming that all work for missed classes is made up, each tardy was directly associated with a fire call for the volunteer fire department in which the student is a member, the student arrives at school within 30 minutes of being excused from the scene of the fire call, and an adult member of the fire department in which the student is a member submits written documentation substantiating that the tardy was associated with a fire call.

In addition, a form will be developed with the Chief of the Dover Fire Department which be completed for school-age volunteer fire fighters when they attend alarms.

3.07 2020-2021 Student Success Guide (Second Reading) (Resolution No. 20-111)

On a motion by Mr. Christiansen, seconded by Mrs. Engel, and on a unanimous vote, the board adopted Resolution No. 20-111 approving the 2020-2021 Student Success Guide as amended for this board meeting.

3.08 FY 21 District Preliminary Budget (Resolution No. 20-126)

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 20-126 approving the FY 21 District Preliminary Budget with the following amendments:

1. Change Contingency Fund to \$110,000
2. Change Board budget to \$75,000
3. Move \$5,000 from Superintendent budget for band uniforms to Future Allocations/Reserves earmarked for band uniforms
4. Add \$10,000 to Buildings and Ground budget to help maintain wetlands area as part of the maintenance plan submitted to the City of Dover Planning Commission to use for contracted lawn service to take care of mowing and mosquito control efforts.

3.09 DSBA Membership 2020-2021 (Resolution No. 20-127)

On a motion by Dr. DePrima, seconded by Dr. Jackson-Short, and on a unanimous vote, the board adopted Resolution No. 20-127 approving the membership for Capital School District to the Delaware School Boards Association July 1, 2020 through June 30, 2021.

3.10 Board of Education Meeting Dates July, 2020 (Resolution No. 20-128)

On a motion by Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous vote, the board adopted Resolution No. 20-128 approving the Board of Education meeting date for July board meetings, 2020 as follows: July 8, 2020 and July 22, 2020.

At 9:50 p.m. on a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, with a five minute and with the intent of returning to public session for a possible vote on Agenda Items 3.11 and 3.12, the board entered closed session.

At 11:30 p.m., the board reconvened into open session.

3.11 Superintendent Search (Resolution No. 20-122)

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 20-122 approving Mr. Martin and Dr. Jackson-Short to research and collect district data to create and request a new proposal for a Superintendent Search to replace Dr. Shelton and bring back to board for review, discussion and possibly action at the July 8, 2020 meeting.

3.12 Appointment of Interim Superintendent (Resolution No. 20-123)

On a motion by Dr. DePrima, seconded by Mrs. Engel, and on a roll call vote of 4/1:

Dr. DePrima – Yes; Mrs. Engel – Yes; Mr. Christiansen – No; Dr. Jackson-Short – Yes; Mr. Martin – Yes, the board postponed the vote on Resolution No. 20-123 Appointment of Interim Superintendent with the understanding that in the absence of the superintendent, the assistant superintendent will serve in Superintendent’s role.

4.0 Public Comment

None

5.0 Adjournment

5.01 Adjournment

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the meeting was adjourned at 11:31 p.m.