

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, December 9, 2020

In-Person/Virtual Meeting
Administrative Office
MINUTES

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

Board Members Present:

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

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 5:32 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 Mrs. Engel, and on a unanimous vote, the Board entered closed session at 5:34 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 7:00 p.m. followed by the Pledge of Allegiance led by Dr. Jackson-Short

1.04 Board President/Member Updates

Dr. DePrima:

- Have been active with Superintendent search effort.
- Regarding Middle School construction project – happy to report we did receive all necessary approvals that allows the district to move on to bidding. Project specifications were forwarded for requesting proposals for bids. Bidding will begin on 12/21/20 and bids are due on 1/27/20. After 1/27, the district will know a lot more about expenses to begin this project.
- Have a Very Merry Christmas and stay safe.

Mrs. Engel:

- Shared her belief that Capital is the best district anywhere, lots of communications.
- Merry Christmas, Happy Holidays, have a safe New Year. Thanks for all efforts throughout the district.

Mr. Martin

- Expressed thanks to all educators and everyone who is involved in education for your hard work and dedication. Appreciate you, working with faith and with trepidation. Capital School district has the best people with schools committed to education, extra-curricular and community.
- Hope everyone will vacate work and be present with family and loved ones and come back recharged.

Mr. Christiansen

- Congratulations to Dover High School girls' volleyball and field hockey teams for making the state tournament.
- Dover High School Unified Football team earned a place in the playoffs.
- Thanked everyone for their pivot in the unexpected closure the week of November 30, 2020.

- Reminded everyone of the City of Dover processional parade “Dashing through Dover” which can be followed through real time.
- Merry Christmas, Happy Holidays!

Dr. Jackson-Short

- Thank you to all staff for being able to pivot last week when all schools were moved to virtual learning.
- Congratulations to our sports players.
- Take time to rest and recharge and enjoy your family.

1.05 Interim Superintendent Update

Dr. Henderson:

- Schools are busy supporting students in remote learning – each school has a plan to support students and parents during hybrid learning.
- Congratulations to all of our fall sports teams for their outstanding efforts.
- Coach Denise Kimbro was named Coach of the Year for field hockey.
- Serve on the DIAA football committee, extended thanks to Eric Torbert for his work with the committee.
- Request for Teacher of the Year nominations will be starting this week.
- Capital School District will host two Pop-up sites for COVID testing – information will be shared with all staff and community.
- Update for progress on WHMS facility – still working with state insurance and architect, hopefully will have more information to share in January.
- Kent County School Chiefs had a conference call with the Greater Kent Committee regarding remote and hybrid learning and voluntary shut down.
- Hope everyone has a great holiday season and reconnects with immediate family. Please follow COVID-19 protocols and stay safe.

1.06 Public Comment

- Dr. Henderson read into record public comment from Alison May regarding her son’s need of in-person learning.

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. Martin, seconded by Dr. DePrima, and on a unanimous vote, Consent Items were approved as presented.

2.01 Personnel (Resolution No. 21-070)

ADMINISTRATIVE PERSONNEL

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. NONE
2. Non-District Employees
 - a. NONE

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. Buttillo | Jeff | Teacher | December 14, 2020 | KCSILC |
| 2. Longfellow | Katherine | Teacher | December 4, 2020 | KCCS |
| 3. Palmer | Carolyn | Teacher | November 19, 2020 | DHS |

B. Leaves - Personal

- | | | | | |
|----------|---------|---------|-------------------|-----|
| 1. Lewis | Matthew | Teacher | November 30, 2020 | DHS |
|----------|---------|---------|-------------------|-----|

C. Leaves - Military

- | | | | | |
|-------------|-------|---------|------------------|-----|
| 1. Gonzalez | Oscar | Teacher | December 7, 2020 | DHS |
|-------------|-------|---------|------------------|-----|

D. Leaves - Educational

1. NONE

E. Leaves - Sabbatical

1. NONE

F. Leaves - Extension of Leave

1. NONE

G. Return from Leave

- | | | | | |
|-------------------|-----------|------------------------|------------------|----------|
| 1. Gallagher | Danielle | Occupational Therapist | Nov. 15, 2020 | KCCS |
| 2. Pitti Santiago | Mariana | Teacher | December 4, 2020 | DHS |
| 3. Tyler | Stephanie | Teacher | Nov. 24, 2020 | KCCS/DHS |

IV. RESIGNATIONS

- | | | | | |
|----------|-------|---------|--------------|-------|
| A. McKay | Trudy | Teacher | July 1, 2020 | North |
|----------|-------|---------|--------------|-------|

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

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

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

- | | | | | |
|-------------|-------|-------------------------|-------------------|-----|
| 1. Norquest | Joann | Instructional Para – FT | December 14, 2020 | CMS |
|-------------|-------|-------------------------|-------------------|-----|

C. Rehire - Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. EPER

1. District Employees

- a. NONE

2. Non-District Employees

- a. NONE

II. Change in Assignment

Classification/Job Title/Condition of Employment

A. Classification

- | | | | | |
|-------------|----------|--|------------------|-----|
| 1. Gonzalez | Lorraine | Senior Secretary
from Office Clerk WHMS | December 7, 2020 | CMS |
|-------------|----------|--|------------------|-----|

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. Leaves/Return from Leaves

A. Leaves – FMLA/Medical/Workers Comp

- | | | | | |
|---------------|---------|------------------|-------------------|------|
| 1. Arkuwoille | Raina | Transportation | December 7, 2020 | DO |
| 2. Deloach | Katrina | Paraprofessional | November 13, 2020 | KCCS |
| 3. Morsberger | Michael | Paraprofessional | October 23, 2020 | KCCS |
| 4. Sammons | Orville | Maintenance | November 10, 2020 | DO |
| 5. Wolcott | Mary | Paraprofessional | November 30, 2020 | DHS |

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. Emerson	William	Maintenance	November 30, 2020	DO
2. Stevens	Cynthia	Child Nutrition	December 7, 2020	TP

IV. Resignations

A. Cloyd	Kathy	Bus Aide	December 1, 2020	DO
B. Hrupsa-Sherwood	Wendy	HR Specialist	December 31, 2020	DO

V. Pensions

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. NONE

C. Vested Pension

1. NONE

VI. Expiration of Contract/Temporary

1. NONE

VII. Non-Renewal/Termination/Reduction in Force

1. TERMFY21-01	Custodian (Probationary Status)	December 11, 2020
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2.02 School Choice (Resolution No. 21-071)

School Choice Accept – 2020-2021 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
219266	10	Dover High School	Accept	Outside
371235	07	Central Middle School	Accept	Outside
194924	03	North Dover Elementary	Accept	Outside

2.03 Financial Reports – November 30, 2020 (Resolution No. 21-072)

Financial Reports as of November 30, 2020 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting November 18, 2020 and Minutes of Public sessions of special Board of Education meetings November 4, 2020 and November 25, 2020 (Resolution No. 21-073)

Minutes of executive and public sessions of regular Board of Education meeting on November 18, 2020 and minutes of public sessions of special Board of Education meetings on November 4, 2020 and November 25, 2020 were approved.

2.05 Field Trips (Resolution No. 21-074)

No field trips were presented.

2.06 Student Disciplinary Matters (Resolution No. 21-075)

The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of student case #2021-171606: 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 receive education services via Dover High School or home bound instructions. Therefore, student is expelled for 180 days beginning on November 23, 2020. If appropriate at any time after the trial and/or release from incarceration, the Office of Student Services will meet to determine what on-line services are needed to meet student's education 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.

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

3.01 Superintendent Search Update (Resolution No. 21-078)

Dr. DePrima and Mr. Martin reported that the RFP process concluded with qualified proposals and recommendation was made to Mr. Kuforiji to execute a contract. Firm selected by the committee had the best proposal, had the most experience, proposal was well within the budget set aside, gave the best presentation and will be looking for a diversified pool of candidates to bring to the board. Moving forward, search effort will begin in January.

On a motion by Dr. DePrima, seconded by Mrs. Engel, and on a unanimous vote, the board adopted Resolution No. 21-078 approving a Search Firm and requesting Mr. Kuforiji to execute a contract with the Search Firm for the purpose of hiring the Superintendent for the district.

3.02 Remote/Hybrid Discussion (Resolution No. 21-076)

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a roll call vote of 5/0: Dr. DePrima – yes; Mrs. Engel – yes; Mr. Martin – yes; Mr. Christiansen – yes; Dr. Jackson-Short – yes, the board confirmed the current plan of remaining in Virtual model through January 8, 2021. A public work session/meeting will be announced and posted for January 6, 2021 at which time the current data regarding COVID will be reviewed to determine status of all grades returning to school in Hybrid model on January 11, 2021.

3.03 CTE Program of Studies – Marketing Today – Dover High School and Kent County Secondary ILC (Resolution No. 21-077)

On a motion by Mr. Christiansen, seconded by Mrs. Engel, and on a unanimous vote, the board adopted Resolution No. 21-077 approving the CTE Program of Studies, Marketing Today, for student enrollment at Dover High School and Kent County Secondary Intensive Learning Center beginning with the 2021-2022 school year.

3.04 Equity Partner Presentation

Dr. Jocelyn Brown and Mrs. LaWanda Burgoyne presented an update regarding the district's Equity Partnership. Information which included the search process with potential partners presented to the full district Equity Team. Team reviewed presentations and selected Rowan University.

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

Dr. Jackson-Short reported that she has received all final proposals for board equity training and needs additional time to review them and make a selection to ensure the board members receive the proper training. On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the board adopted Resolution No. 21-061 postponing the vote on Board of Education Equity Training until the posted regular meeting in January, 2021.

4.0 Adjournment

4.01 Adjournment

On a motion by Mr. Christiansen, seconded by Mr. Martin, and on a unanimous vote, the meeting was adjourned at 8:19 p.m.