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

Wednesday, November 20, 2019
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 - Absent
Dr. Chanda Jackson-Short
Mr. Christiansen
Mrs. Engel
Dr. DePrima

Also Present:
Dr. Dan Shelton, Superintendent
Members of the Media

1.01 Roll Call – Establishment of Quorum
On a motion by Mr. Christiansen, seconded by Mrs. Engel, and on a unanimous vote, the Board entered public session at 5:30 p.m. in the board room. Roll call was conducted and Mr. Martin was absent.

1.02 Executive Session
On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the Board entered closed session for reasons set forth in the agenda at 5:31 p.m. and moved to Room 105 of the administrative office 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 7:05 p.m. followed by the Pledge of Allegiance.

1.04 School Updates
Mrs. Kathi Stephan, Associate Principal, Kent County Community School, presented school updates.

1.05 Board President/Member Updates
Dr. DePrima

- Attended Excellence in Education dinner effort businesses and school districts, business support the schools, nice to attend dinner, god networking event.
- Attended Super Science Day at WHMS – planetarium – congratulated, how well the planetarium is in good shape, looks pristine, keep the planetarium, very unique.

Mrs. Engel:

- Leadership program at East, was spectacular, had a wonderful guide, had picture taken, really great.
- Went to DHS to see resident dance instructor, saw culminating activity with students, absolutely amazed by the presentation, students explaining what they were doing. Very proud of our DHS students.
- Lost sister-in-law last month, thinking about her, what stays with me was her kindness. Glad to hear CMS is having a kindness. Make sure your teachers know they are great, too and feel good about themselves.
- Remember the homeless, you can leave socks, scarves, hats, mittens, gloves for them.

Mr. Christiansen:

- Dover High School sports had great seasons – especially football, volleyball, field hockey. Central Middle School football had a 5-1 record.
- Dover High School Unified Football Team is playing on 11/30/19 at 4 pm for state championship against McKean. Come out and support unified football.
- Transition night at Dover High School was very organized and informative – a job well done.
- CTE event 5:30 p.m. partnership between Dover Fire Department – prototype, 5:30 pm., show support to the students.
- Attended signing event at Dover High School for Nate Turner and Alex Velazquez, wish them well.

- City of Dover holiday parade will be held on 12/14 at 6:30 pm. Hope some of our schools or clubs will participate.
- Judging this year is Dr. Shelton – who is dressing as Max the Dog, see him at the corner Bradford St. and Loockerman St.
- Congratulated Mr. Giddens on being named Honorary Commander at Dover Air Force Base.
- Happy Thanksgiving!

Dr. Jackson-Short

- Work on increasing community engagement, there is group of people interested in volunteering and getting involved.
- Happy Thanksgiving and enjoy your family.

1.06 Superintendent Update

Dr. Shelton

- Public meeting was held regarding the fence and fence lines on Pat Lynn Drive for the new middle schools.
- Public meeting is scheduled for December 10, 2019 at 6 pm in the Sentrum at Dover High School to view initial, conceptual designs for the new middle schools at which time public comment will be heard.
- Excellence in Education event was amazing. Over $60,000 was donated by businesses in support of education.
- Delaware Secretary of Education Bunting announced a series of grants. Dover High School was awarded a grant for expansion of vocational education courses to support special needs students.
- Capital School District is participating in the United Way campaign and is proud to be a partner with this organization.

1.07 School, Student and Staff Recognition

The Board of Education and Dr. Shelton presented certificates of recognition to:

- Dee Ridgeway - Delaware State Education Association All-Star in Education Award for Education Support Professional
- Kristine Burger - Unsung Hero Award from the Metropolitan Urban League Young Professionals

1.08 Public Comment (Limited to 3 minutes per speaker)

Ruth Ann Purchase-James spoke regarding November being celebrated as Native American Heritage Month and was pleased to be present for the recognition of Dee Ridgeway.

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. DePrima, and on a unanimous vote, the board approved consent items as presented.

2.01 Personnel (Resolution No. 20-043)

ADMINISTRATIVE PERSONNEL

VI. Extension of Administrative Contracts

Name	Contract Expires
Bruce Ashby	June 30, 2022
Tammy Augustus	June 30, 2022
Kyle Baxter	June 30, 2022
Shani Benson	June 30, 2022
Ronald Berry	June 30, 2022
William Buczynski	June 30, 2022
LaWanda Burgoyne	June 30, 2022
Mary Cooke	June 30, 2022
Linda Daye	June 30, 2022
Paul Dunford	June 30, 2022

Julie Giangiulio	June 30, 2022
Toriano Giddens	June 30, 2022
Kelly Green	June 30, 2022
Shan Green	June 30, 2022
Lenita Green-McIntyre	June 30, 2022
Elliot Hardin	June 30, 2022
Sylvia Henderson	June 30, 2022
Thomas Kalinowski	June 30, 2022
Adewunmi Kuforiji	June 30, 2022
Eugene Montano	June 30, 2022
Paige Morgan	June 30, 2022
Tina Pinkett	June 30, 2022
Cathy Schreiber	June 30, 2022
Teresa Sharpe	June 30, 2022
Charles Sheppard	June 30, 2022
Todd Simpson	June 30, 2022
Shawndell Solomon	June 30, 2022
David Thomas	June 30, 2022
Angela Thompson	June 30, 2022
James Trower	June 30, 2022
Courtney Voshell	June 30, 2022
Melissa Voshell	June 30, 2022
Jennifer Weaver	June 30, 2022
Ben Wells	June 30, 2022
Melissa White	June 30, 2022

CERTIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1.	Dean	Mark	Teacher – Art	December 12, 2019	BTW/East
2.	Freeman	Mia	School Counselor	December 2, 2019	DHS
3.	Harding	Katelynn	Teacher – 1st Grade	TBD	FV
4.	Higbee	Donovan	Teacher – Theater	TBD	WHMS
5.	James	Emily	Teacher – PreK	November 15, 2019	East
6.	Morgan	Eric	Teacher – Chemistry	November 15, 2019	DHS
7.	Repko	Julia	Speech Language Path	October 28, 2019	DO
8.	Schulster	Steven	Teacher – Bio/Physical Sci	November 19, 2019	DHS
9.	Stephenson	Ronald	Teacher – ILC	November 20, 2019	East
10.	Walt	Stephanie	Teacher – Spec Ed Reading	October 28, 2019	TP

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees

a.	Brock	Kenneth	Assist. Girls Basketball	November 12, 2019	CMS

b. Hamlett	Christina	Teacher – 21st Century	November 7, 2019	East
c. McLemore	Wanda	Teacher – 21st Century	November 7, 2019	East
d. Phillips	Molly	Girls Lacrosse Coach	March 1, 2020	DHS

2. Non-District Employees

a. Denman	Joyce	Consultant – Special Serv up to 12 hrs. /wk.	November 12, 2019	DO

II. CHANGE IN ASSIGNMENT
Classification/Job Title/Condition of Employment

A. Classification

1. Buckson	Kent	Educational Diagnostician from Transition Teacher	November 20, 2019	DHS
2. Sherrod	Avery	Dean of Students from Guidance at DHS	October 24, 2019	KCSILC

B. Job Title
1. NONE

C. Condition of Employment
1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. Densler	Sharon	Teacher	November 18, 2019	DO
2. Garnes	Toni	Teacher	November 12, 2019	WHMS
3. Gronau	Shannon	Guidance	January 28, 2020	DHS
4. Hoffman	Laura	Teacher	November 4, 2019	KCCS
5. Holdridge	Megan	Nurse	September 27, 2019	BTW
6. Hosfelt	Sherry	Teacher	December 3, 2019	WHMS
7. Lindsey	Christopher	Teacher	November 6, 2019	CMS
8. Long	Mary Jane	Teacher	November 17, 2019	DHS
9. Martin	Melissa	Teacher	October 30, 2019	East
10. Sullivan	Quinton	Teacher	November 1, 2019	KCSILC
11. VanHeest	Gabrielle	Psychologist	November 20, 2019	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. Gonzalez	Claudia	Teacher	November 18, 2019	DHS

2. Reed	Rachel	Teacher	November 9, 2019	FV

IV. RESIGNATIONS

A. Crockett	Paris	Teacher	November 30, 2019	DHS
B. Isley	Kendall	Teacher	November 22, 2019	DHS

V. PENSIONS

Disability/Service/Vested

A. Disability
   1. NONE

B. Service Pension

1. Burnham	Lisa	Teacher	January 1, 2020	WHMS
2. Frock	Kim	Teacher	June 30, 2020	North

C. Vested Pension
   1. NONE

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT
1. NONE

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE
1. NONE

VIII. Tenure

1. Berkey	Cindy	Teacher	8/22/2019	WHMS
2. Burger	Kristen	Teacher	12/22/2018	Fairview
3. Burkhardt	Jessica	Teacher	8/23/2019	TP
4. Cazzell	Jennifer	Teacher	8/23/2019	WHMS
5. Chapin	Kathryne	Teacher	8/21/19	WHMS
6. Connell	Ashley	Teacher	8/23/2019	KCCS
7. Cox	Tiffanie	Teacher	8/23/2019	TP
8. Cubbage	Chelsey	Teacher	8/23/2019	KCCS
9. Culver	Tamika	LCSW	3/2/2019	KCSILC
10. Cummings	Stephanie	Teacher	8/22/2019	Fairview
11. Flaherty	Erin	Teacher	8/23/2019	South
12. Forston	Anna	Teacher	8/22/2019	North
13. Haar	Gwen	Teacher	8/23/2019	DHS
14. Horner	Katherine	Teacher	8/22/2019	KCCS
15. Maloney	Megan	Teacher	8/23/2019	TP
16. Olshenske	Jill	SLP	8/22/2019	KCCS
17. Ortung	Ari	Techer	12/15/18	CMS
18. Ramsey	Jessica	Teacher	8/21/2019	DHS
19. Reece	Erica	Teacher	11/3/18	South
20. Royer	Andrew	Psychologist	8/23/2019	Hartly/North
21. Sacher	Cailin	Teacher	2/23/2019	South
22. Simonetti	Rudy	Teacher	5/8/19	DHS
23. Skripko	Jennifer	Teacher	8/23/2019	DHS
24. Smith	Cory	Teacher	8/23/2019	TP
25. Stewart	Robert	Teacher	8/23/2019	CMS
26. Swetland	Stephanie	Teacher	8/23/2019	KCCS
27. Turner	Markland	Teacher	8/21/2019	CMS
28. Virden	Laura	Teacher	8/23/2019	WHMS

CLASSIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1.	Benevento	Maggie	Instructional Para – FT	October 24, 2019	WHMS
2.	Davis	Mary	Instructional Para – FT	October 24, 2019	WHMS
3.	Dwyer	Samantha	Instructional Para – FT	October 25, 2019	CMS
4.	Hickmon	Javon	Instructional Para – FT	October 24, 2019	WHMS
5.	Mansour	Amany	Extra Support Para 1:1 – FT	October 18, 2019	KCCS
6.	Moore	Krystal	Instructional Para – FT	October 25, 2019	KCSILC
7.	Olshenske	Logan	Instructional Para – FT	October 24, 2019	CMS
8.	Santiago	Shanyra	Office Para – FT	November 12, 2019	CMS
9.	Seeney	Tanisha	Instructional Para – FT	October 24, 2019	WHMS
10.	Walters	John	Paraprofessional – FT	November 7, 2019	CMS

C. Rehire - Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. EPER

1. District Employees

a.	Anis	Mirna	Classroom Aide	December 2, 2019	KCCS
b.	Lynch	Kile	Entry Level Tech – PT	November 18, 2019	DO
c.	Robinson	Darien	Freshman Boys Basketball	November 11, 2019	DHS
d.	Rossiter	Gregg	Entry Level Tech – PT	November 4, 2019	DO
e.	Walters	John	Head Wrestling Coach	November 15, 2019	CMS

2. Non-District Employees

a.	Gentsch	Richard	Assist. Wrestling Coach	November 18, 2019	CMS

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/Return from Leaves

A. Leaves – FMLA/Medical/Workers Comp

1.	Osborn	Brenda	Child Nutrition	October 4, 2019	DHS
2.	Stronko	Susan	Secretary	November 13, 2019	CMS

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.	Grant	Elvira	Custodian	November 7, 2019	South
2.	Roach	Velanie	Paraprofessional	September 18, 2019	KCCS

IV. Resignations

A.	Blaier	Barbara	Office Para	November 8, 2019	BTW
B.	Patton	Cynthia	Child Nutrition	November 25, 2019	TP
C.	Snell	Brenden	Custodian	November 4, 2019	CMS

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. NONE

2.02 School Choice (Resolution No. 20-044)
School Choice Accept 2019-2020 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
043395	4	East Dover Elementary School	Invite	Outside
447455	K	Fairview Elementary School	Invite	Inside
254359	7	Central Middle School	Invite	Outside
255004	8	Central Middle School	Invite	Outside

School Choice Denied 2019-2020 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
456715	1	South Dover Elementary	Denied	Outside
220342	2	South Dover Elementary	Denied	Outside
71415	3	South Dover Elementary	Denied	Outside
345804	5	William Henry Middle School	Denied	Outside

2.03 Financial Reports – October 31, 2019 (Resolution No. 20-045)
Financial reports as of October 31, 2019 were approved.
2.04 Approval - Bond Anticipation Note (Resolution No. 20-046) The Capital School District authorizes the issuance of bonds/note to be sold 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 regular Board of Education meeting on October 23, 2019 (Resolution No. 20-047)
Minutes of executive and public sessions of regular Board of Education meeting on October 23, 2019 were approved.
2.06 Field Trips (Resolution No. 20-048)
The following field trips were approved:
South Dover Elementary School 2nd grade Immersion students to Philadelphia, PA, January 15, 2020
Central Middle School 7th and 8th grade Japanese Club to Washington, DC, March 11, 2020
Kent County Secondary ILC grades 6-12 students to New York, New York, December 13, 2019
2.07 Student Disciplinary Matters (Resolution No. 20-049)
The Board of Education has reviewed the transcript, evidence and hearing officer's recommendation in the matter of student case 2020-88401. After having reviewed this information, student will be expelled for a period of 180 days retroactive to September 27, 2019. Should student wish to return to Capital School District upon completion of the expulsion, student should show documentation that no additional criminal charges have been accrued and that student does not pose a threat to other students.

3.0 Action/Discussion/Information Items (A/D/I)
3.01 Strategic Plan SI1 – Linear and Streamlined District – Quarterly Update
Dr. Shelton, Dr. Henderson, and Mr. Wells presented a quarterly update of Strategic Plan Strategic Intent 1 – Linear and Streamlined District:

- 1.1 Instructional Model
- 1.2 Facility Master Plan
- 1.3 Strategic Technology Plan
- 1.4 District Communication Plan
- 1.6 Safety and Security

3.02 Delaware School Success Framework Update
Mrs. Schreiber presented the board with an update of the Delaware School Success Framework (DSSF) results from the 2018-2019 school year. The Delaware School Success Framework (DSSF) is the statewide system of accountability for public reporting of progress in multiple areas at both the district and school levels. The Delaware School Success Framework is one of many data sources that schools and the district use to inform instructional practices.

3.03 September 30th Unit Count/K-3 Class Size Analysis – 14 Del. C. 1705A/guaranteed Unit Count and 98% Waiver Request – Del. C. 1704(4) (Resolution No. 20-050)
On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 20-050 approving waiver for 98% Factor – 14 Del. C. 1704(4) for Hartly Elementary School.

3.04 Transfer of Bus Contract from Anne Sassada to Legacy Busing LLC (Resolution No. 20-051)
On a motion by Dr. DePrima, seconded by Mrs. Engel, and on a unanimous vote, the board adopted Resolution No. 20-051 approving transfer of bus contract from Anne Sassada to Legacy Busing LLC.

4.0 Adjournment

4.01 Adjournment

On a motion by Mr. Christiansen, seconded by Mrs. Engel, and on a unanimous vote, the meeting was adjourned at 8:42 p.m.