

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

Wednesday, July 10, 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
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 Mrs. Engel, seconded by Dr. Jackson-Short, and on a unanimous vote, the Board entered public session at 5:30 p.m. in the board room. Roll call was conducted and all members were present.

1.02 Executive Session

On a motion by Dr. DePrima, seconded by Dr. Jackson-Short, and on a unanimous vote, the Board entered closed session for reasons set forth in the agenda at 5:32 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 7:31 p.m. The Pledge of Allegiance was led by Mrs. Engel.

1.04 Reorganization of the Board of Education (Resolution No. 20-001)

Resolution No. 20-001 was adopted as follows:

On a motion by Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous vote, Mr. John C. Martin, Jr. was elected President of the Board of Education for 2019-2020.

On a motion by Mr. Christiansen, seconded by Mrs. Engel, and on a unanimous vote, Dr. Chanda Jackson-Short was elected Vice President of the Board of Education for 2019-2020. On a motion by Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous vote, board members will serve in the following capacities as listed:

DSBA Board of Directors – Joan Engel

DSBA Board of Directors Alternate – John Martin

DSBA Legislative Committee – Dr. Chanda Jackson-Short

DSBA Legislative Committee Alternate – Joan Engel

Elizabeth W. Murphey School Representative – Joan Engel

Strategic Plan Strategic Intent 1 – Dr. Anthony DePrima

Strategic Plan Strategic Intent 2 – Dr. Chanda Jackson-Short

Strategic Plan Strategic Intent 3 – Sean Christiansen

Super Senator Day – John Martin

Calendar Committee – John Martin

Student Success Guide Core Team – Joan Engel

Perkins Advisory Committee – Dr. Anthony DePrima

Employee Recognition Committee – Sean Christiansen

Wellness Committee – Dr. Anthony DePrima

Teacher of the Year Committee – Joan Engel

Middle School Construction Committee – Sean Christiansen and Dr. Anthony DePrima

William Henry Middle School Certificate of Necessity – Dr. Chanda Jackson-Short

Central Middle School Construction Committee – Sean Christiansen and Dr. Anthony DePrima

1.05 School Updates

Mr. Ryan Matthews, newly appointed Associate Principal of Kent County Community School, presented updates for schools.

1.06 Board President/Member Updates

Dr. DePrima

- Was mostly on vacation since the last meeting. Had the opportunity to observe schools in Italy, Croatia, Albania and Greece.

Mrs. Engel:

- Envy all teachers who are planning to get ready for the next school year.
- Remember the homeless during the summer in the heat, give them some water, some chips.

Mr. Christiansen:

- Welcomed to Mr. Matthews to the district.
- Thanks to administrators for everything you do.

Dr. Jackson-Short:

- Honored to serve and be Vice President.
- Visited the Open Gym program at Central Middle School.
- Looking forward to the completion of the outdoor classroom at CMS.
- Back to School community event will be held on August 13 from 6-8 on North New Street behind the Children's Theatre.
- Will not be present for the August meeting – will be in New Orleans for training..

Mr. Martin:

- Visited some schools today. Went to Dover High School and checked out some William Henry Middle School classroom where students are attending for summer school. Happy with all of the learning.
- Make sure you take some vacation.

1.07 Superintendent Update

Dr. Shelton

- It's summer – a time when all of the hard work gets done through planning for the next school year. The district is in a very good position for the 19-20 school year, including plans for some new things, because of funds received through the State Legislature and the State Budget 2020.

1.08 School, Student and Staff Recognition

Members of the Board of Education and Dr. Shelton recognized:

- The Huff Family – Dr. Tina Huff and Katelynn Huff, in acknowledgement of donations in memory of son and brother, Mathias Huff, totaling \$5,000 to the Dover High School Lacrosse Program. Accepting the check were Coaches Mike Denman and Gavin Schukoske.

1.09 Public Comment (Limited to 3 minutes per speaker)

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 Dr. DePrima and on a unanimous vote, the board approved Consent Items as presented.

2.01 Personnel (Resolution No. 20-002)

CERTIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. Atif	Anwar	Teacher – Math	19-20 SY	CMS
2. Butler	Evelyn	Teacher – Spec Ed	19-20 SY	WHMS
3. Crockett	Paris	Teacher – Chemistry	19-20 SY	DHS
4. Farro	Anna	Teacher – Spec Ed	19-20 SY	KCCS Star
5. Garcia Collado	Raul	Teacher – Immersion	19-20 SY	South
6. Girton	Kay	Teacher – Art	19-20 SY	Hartly/FV
7. Hammond	Waniah	Teacher – 1 st Grade	19-20 SY	South
8. Kiback	Stephanie	Teacher – Math/Science	19-20 SY	WHMS
9. Lewis	VeKela	Teacher – Math	19-20 SY	DHS
10. Mesa	Alyssa	Teacher – 2 nd Grade	19-20 SY	BTW
11. Virnelli	Andrew	Teacher – Math	19-20 SY	DHS

B. New – Temporary

1. NONE

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees

a. Credle	Tiffany	21 st Century Site Coord.	19-20 SY	DHS
b. Kellam	Takara	Advisor – Student Council	19-20 SY	DHS
c. McGuire	Christopher	Advisor – Student Council	19-20 SY	DHS
d. Skripko	Jennifer	Advisor – Class of 2023	19-20 SY	DHS
e. Tooles	Melissa	Advisor – Class of 2023	19-20 SY	DHS

2. Non-District Employees

- a. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Flaherty	Erin	Teacher – 4 th Grade from WHMS	19-20 SY	South
2. Green	Bill	Educational Diagnostician from teaching position	19-20 SY	CMS
3. Herbert	Tabitha	School Nurse from WHMS	19-20 SY	FV
4. Maradiaga	Heidi	Teacher – Math from DHS	19-20 SY	CMS
5. Miller	Michelle	Teacher – Spec Ed from Reading Teacher at WHMS	19-20 SY	KCCS/BTW

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1. NONE

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. Poole	Stephen	Teacher	July 1, 2019	CMS
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IV. RESIGNATIONS

A. Baynard	Shondria	Teacher	June 30, 2019	TP
B. Gilmore	Kristin	Teacher	June 30, 2019	KCCS
C. Hess	Deanna	Teacher	June 30, 2019	DHS
D. Hitchens	Dustin	Teacher	June 30, 2019	DHS
E. Reed-Ridgeway	Wendy	Teacher	June 30, 2019	DHS
F. Rife Oman	Tiffany	RTI Coordinator	June 30, 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 CONTRACT

1. NONE

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

1. NONE

CLASSIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. Baynard	Courtney	Instructional Para - FT	19-20 SY	KCSILC
2. Moran	Lisa	Classroom Para – FT	19-20 SY	KCCS

B. New – Temporary

1. Los	Julie	Extra Support Para 1:1 – FT	19-20 SY	KCCS/Strive
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C. Rehire - Regular

1. NONE

D. Rehire – Temporary

1. Cushman	April	Kindergarten Para – PT/29 hrs	19-20 SY	Hartly
2. Haberman	Sarah	Extra Support Para 1:1 – FT	19-20 SY	DHS

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. NONE

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. Leaves/Return from Leaves

A. Leaves – FMLA/Medical/Workers Comp

1. Chambers	Paula	Custodian	June 27, 2019	BTW
2. Coleman	Terren	Custodian	July 8, 2019	South

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. NONE

IV. Resignations

A. NONE

V. Pensions

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Muntz Cleah Paraprofessional December 1, 2019 KCCS

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. 20-003)

School Choice Accept 2019-2020 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
244247	K	East Dover Elementary	Invite	Inside
468808	K	Fairview Elementary	Invite	Inside
555770	1	Fairview Elementary	Invite	Inside
555766	4	Fairview Elementary	Invite	Inside
549940	K	North Dover Elementary	Invite	Inside
550525	K	North Dover Elementary	Invite	Inside
466115	K	North Dover Elementary	Invite	Inside
89517	4	North Dover Elementary	Invite	Outside
344702	K	South Dover Elementary	Invite	Inside
555346	K	South Dover Elementary	Invite	Inside
429818	1	South Dover Elementary	Invite	Outside

School Choice Denied 2019-2020 School Year

Student ID	Grade	School of Choice	Action	Inside/ Outside of District
31389	2	Fairview Elementary School	Denied	Inside
305458	7	Central Middle School	Denied	Outside

School Choice Wait 2019-2020 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
557021	K	Hartly Elementary School	Wait	Inside

2.03 Financial Reports – June 30, 2019 (Resolution No. 20-004)

Financial reports for June 30, 2019 will be available at the August 19, 2019 board meeting.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education June 19, 2019 and minutes of special Board of Education meetings on June 12, 2019 and June 18, 2019 (Resolution No. 20-005)

Minutes of executive and public sessions of regular Board of Education meeting on June 19, 2019 and minutes of special Board of Education meetings on June 12, 2019 and June 18, 2019 were approved.

2.05 Field Trips (Resolution No. 20-006)

There were no field trips submitted for approval.

2.06 Student Disciplinary Matters (Resolution No. 20-007)

There were no student disciplinary matters submitted.

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

3.01 Strategic Plan S11 – Linear and Streamlined District – Quarterly Update

Dr. Shelton and Mr. Wells presented a quarterly update of Strategic Plan Strategic Intent 1 – Linear and Streamlined District with updates for each of the groups currently working and associated with SI1:

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 FY 20 Tax Rate (Resolution No. 20-008)

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 20-008 approving the FY 20 Tax Rate as follows:

Current Expense – 1.00

Debt Service – 0.5161

Minor Cap – 0.0306

Technology Maintenance – 0.0180

Extra Time Match – 0.0150

Reading and Math Specialist – 0.0180

Reading Interventionist – 0.0042

K-3 Basic Special Education – 0.0042

Opportunity Fund – 0.0421

Tuition – 0.4000

Total Tax Rate: \$2.0482.

3.03 Revised Board of Education Meeting Schedule 2019-2020 (Resolution No. 20-009)

On a motion by Dr. DePrima, seconded by Dr. Jackson-Short, and on a unanimous vote, the board adopted Resolution No. 20-009 approving the Revised Board of Education Meeting Schedule 2019-2020. All meetings will be held in the Board Meeting Conference Room at the Administrative/Professional Development Center located at 198 Commerce Way, Dover, DE. All meetings begin at approximately 7:00 pm unless otherwise noted.

- Wednesday, July 10, 2019
- Monday, August 19, 2019
- Wednesday, September 11, 2019
- Wednesday, October 23, 2019
- Wednesday, November 20, 2019
- Wednesday, December 11, 2019
- Wednesday, January 15, 2020
- Wednesday, February 19, 2020
- Wednesday, March 11, 2020
- Wednesday, April 8, 2020

- Wednesday, May 13, 2020
- Wednesday, June 17, 2020

4.0 Adjournment

4.01 Adjournment

On a motion by Mr. Christiansen, seconded by, and on a unanimous vote, the meeting was adjourned at 8:10 p.m.