

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



CAPITAL
SCHOOL DISTRICT

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

Wednesday, October 23, 2019

Administrative Office

MINUTES

(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 Dr. Jackson-Short, seconded by Dr. DePrima, and on a unanimous vote, the Board entered public session at 5:32 p.m. in the board room. Roll call was conducted and all members were present.

1.02 Executive Session

On a motion by Dr. Jackson-Short, seconded by Mrs. Engel, and on a unanimous vote, the Board entered closed session for reasons set forth in the agenda at 5:34 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. Jennifer Christman, Associate Principal at East Dover Elementary, presented school updates.

1.05 Board President/Member Updates

Dr. DePrima

- Attended several open houses since last month. Was nice to see the interaction with principals, teachers and parents.
- Visited Project Search program and students at Bayhealth, much enthusiasm shown there for the program.
- Was able to see the Project Strive students at the Delaware Agricultural Museum, where they were practicing and learning occupational skills.
- There was a nice turnout at the public design session - citizens, faculty, and students, well attended.
- Enjoyed the homecoming parade.

Mrs. Engel:

- Had a great time at homecoming, riding in the Jeep. Went to the football game, worked the concession stand, and customers were incredibly nice.
- Met with my mentoring student at South, was nice to see Mr. Buczynski in the cafeteria, cleaning trays and taking care of kids...
- Remember the homeless, give them some water, some coffee or hot chocolate.

Mr. Christiansen:

- Thank you for Super Senator Day, wonderful participation, showing what our district has to offer.
- Varsity volleyball record of 11-4. Danielle Doyle, Athlete of the Week.
- Dover High School hockey coach, Denise Kimbro, celebrated her 150th win.
- Attended the state Teacher of the Year banquet.
- Central Middle School football team is undefeated, please come out November 6 at 6 pm and see them in action playing Woodridge Middle School at Dover High School.

- Dover High School CTE class, HVAC instructor and students, designed a CAD gear washer/dryer for the Dover Fire Department. When prototype is done, would like to invite the instructor and students to be honored at a board meeting.

Dr. Jackson-Short

- Attend Central Middle School Million Father March evening event, very well attended.
- Super Senator Day was a wonderful event.
- Survey going out shortly regarding the Student Success Guide. Opportunity will be provided for everyone to come together and have conversation and share ideas.

Mr. Martin:

- Joined Kent County Secondary ILC at their open house. Like their hashtag.
- Football team – coming around will be where they need to be at the end of the season.
- Received a letter from a student at East, invited to come to a special event for 21st Century and plan to be there.
- Enjoyed the Teacher of the Year banquet, we have the best.

1.06 Superintendent Update

Dr. Shelton

- Public session for two new middle schools was well attended. Architects were impressed with the students who spoke with them regarding the design of the new middle schools. Students at William Henry Middle School were very engaged, kept coming back with ideas to share. Next step is pen to paper.
- Shared that Capital submitted two proposals to the Department of Education: 1. Renovate William Henry Middle School to move the Kent County Secondary ILC program into a proper school and 2. Complete renovations to William Henry Middle School back side to alleviate overcrowding at the main site of Kent County Community School. Both requests were approved by DOE and will be submitted as part of the Bond Bill, 100% state funding since these programs are both county wide.

1.07 School, Student and Staff Recognition

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

- Dover High School students who were recognized by the College Board as AP Scholars, AP Scholars with Honor and AP Scholars with Distinction.

1.08 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 Ms. Engel, and on a unanimous vote, the board approved consent items as presented. Roll Call: Dr. DePrima – Yes; Mrs. Engel – Yes; Mr. Christiansen – Abstain; Dr. Jackson-Short – Yes; Mr. Martin – Yes.

2.01 Personnel (Resolution No. 20-035)

CERTIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1. Arzinger	Raymond	Teacher – Special Education	October 9, 2019	DHS
2. Betts	Lisa	Transition Specialist	October 4, 2019	DO
3. Bordley-Hughes, Shannon		Licensed Clinical Social Worker	October 28, 2019	East
4. Coyle	Elizabeth	School Nurse	October 8, 2019	KCCS/WH
5. Dennis	Ashley	Reading Specialist/Lit Coach ILC	November 25, 2019	East

6.	Houser	Alexis	Teacher – Special Education	October 14, 2019	KCCS/BTW
7.	Jones-Andrews, Elizabeth		Teacher – Elementary	October 21, 2019	South
8.	Merrill	Marissa	Teacher – 7 th Grade ELA	October 1, 2019	CMS
9.	Phillips	Jason	Dean of Students	pending	KCSILC
10.	Rouse	Aneila	Teacher – 1 st Grade	October 1, 2019	South
11.	Steinwedel	Sean	Teacher – English	October 28, 2019	KCSILC
12.	Winkleblech	Andrea	Math Specialist (5-12)	November 18, 2019	DO
13.	Wolfe	Lori	Teacher – ILC	November 25, 2019	East

C. Rehire – Regular

1.	Smith	Cory	Teacher – PE/Health	October 21, 2019	TP
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D. Rehire – Temporary

1. NONE

E. E.P.E.R.

1. District Employees

a.	Causey	Maria	Teacher – 21 st Century	October 24, 2019	WHMS
b.	Hewish	Ashley	Nurse – Extra Clinical (31 hrs.)	2019-2020 SY	DO
c.	Huttie	Alexis	Head Swim Coach – Boys/Girls	November 11, 2019	DHS
d.	Shaw-Hicks, Shaneeda		Nurse – Extra Clinical (31 hrs.)	2019-2020 SY	DO
e.	Skipko	Jennifer	Department Head – Spec Ed	September 20, 2019	DHS
f.	Stewart	Delayne	Para – 21 st Century	October 24, 2019	WHMS

2. Non-District Employees

- a. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1.	Georgules	Christen	Educational Diagnostician was Spec Ed Teacher at South	October 10, 2019	DHS
2.	Mazzio	Katie	Teacher – Spec Ed Science was Dean of Students at KCSILC	October 4, 2019	DHS
3.	Skipko	Jennifer	Teacher – ILC Spec Ed/Coordinator was Spec Ed Teacher	September 20, 2019	DHS

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1.	Crockett	Paris	Teacher	October 1, 2019	DHS
2.	Gonzalez	Claudia	Teacher	November 5, 2019	DHS
3.	Jamerson	Julie	Educational Diagnostician	October 3, 2019	WHMS
4.	Thompson	Carol	Teacher	November 7, 2019	WHMS

B. Leaves - Personal

1.	Robinson	Marie	Teacher	November 13, 2019	DO
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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. Smith	Tiffany	RTI Coordinator	October 7, 2019	CMS
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IV. RESIGNATIONS

A. Carter	Jennifer	Teacher	November 21, 2019	DHS
B. Conlon	Alixandria	Teacher	November 21, 2019	FV
C. Lawrence	Emily	Speech Language Pathologist	November 4, 2019	DO
D. Parsley	Renee	Math Specialist	October 11, 2019	DO
E. Whitaker	LaTasha	Educational Diagnostician	October 24, 2019	DHS

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. Croft	Christopher	Field Technician – Level 1	September 30, 2019	DO/Tech
2. McGaha	Revonda	HR Specialist/Financial Secretary	October 14, 2019	DO
3. Messina	Leann	Financial Secretary	October 7, 2019	DO
4. Morrison	Stacey	Custodian – night shift	October 21, 2019	DHS
5. Perry	Jerome	Custodian – night shift	October 21, 2019	WHMS
6. Robinson	Celia	Custodian – night shift	December 1, 2019	DHS

B. New – Temporary

1. Adjocy	Roderly	Extra Support Para 1:1 – PT/29 hrs.	October 21, 2019	DHS
2. Corley	Darnell	Extra Support Para 1:1 – FT	January 1, 2020	KCCS/WHMS

3.	Glowaczewski Lori	Extra Support Para 1:1 – FT	September 18, 2019	KCCS/DHS
4.	Hopkins Sean	Instructional Para – FT	October 28, 2019	KCSILC
5.	Leloux Nicolas	Extra Support Para 1:1 – FT	October 28, 2019	KCCS
6.	Loveland Karen	Extra Support Para 1:1 – PT/29 hrs.	September 30, 2019	North
7.	McCutchen Lavaughn	Instructional Para – FT	October 22, 2019	KCSILC
8.	Voshell Azsaleigh	Extra Support Para 1:1 – FT	October 28, 2019	KCCS

C. Rehire - Regular

1.	Snell Branden	Custodian (withdrew resignation)	September 21, 2019	CMS
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D. Rehire – Temporary

1. NONE

E. EPER

1. District Employees
 - a. Ebanks Candace 21st Century Assist Coordinator October 11, 2019 DHS
2. Non-District Employees
 - a. NONE

II. Change in Assignment

Classification/Job Title/Condition of Employment

A. Classification

1.	Chrysler Dennis	Grounds	December 1, 2019	DO
2.	Cole Debra	from night shift at DHS Extra Support Para – FT	September 17, 2019	KCCS/BTW
3.	Groff Jared	from DHS Field Technician – Level 1	September 30, 2019	DO/Tech
4.	Hargett Kristin	from technician Senior Secretary	October 17, 2019	DO
5.	Hom David	from secretary Systems Technician – Level 2	September 30, 2019	DO/Tech
6.	Lucas Barbara	from technician level 1 Financial Secretary	September 23, 2019	DO
7.	Montanez Pablo	from secretary Grounds	October 21, 2019	DO
8.	Moore David	from custodian at DHS Custodian – Day Shift	October 21, 2019	DHS
9.	Roach Tia	from night shift at WHMS Extra Support Para – Full Time	October 21, 2019	DHS
10.	Sacco (Williams), Danielle	was PT/29 hrs. Paraprofessional – FT from PT/29	October 24, 2019	East
11.	Saxton Joshua	Classroom Para – FT	January 1, 2020	KCCS/BTW
12.	Soto Julio	from KCCS/WHMS Custodian – Night Supervisor	October 1, 2019	DHS
13.	Stevens Barbara	from custodian Extra Support Para 1:1 – FT	October 21, 2019	KCCS
14.	Voshell Megan	from KCCS/BTW Classroom Para – FT from PT/29	December 1, 2019	KCCS/BTW
15.	Welsh Samantha	Extra Support Para 1:1 – FT	September 18, 2019	KCCS/BTW
		from classroom para at BTW		

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. Leaves/Return from Leaves

A. Leaves – FMLA/Medical/Workers Comp

1. Morrison	Thomas	Paraprofessional	September 18, 2019	DHS
2. Ridgeway	Lori	Child Nutrition	October 21, 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. Jackson	Dawn	Child Nutrition	September 30, 2019	South
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IV. Resignations

A. NONE

V. Pensions

Disability/Service/Vested

A. Disability

1. NONE

B. Service Pension

1. Mears	Tonda	Paraprofessional	December 31, 2019	KCCS
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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. 20-036)
School Choice Accept 2019-2020 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
329426	2	Fairview Elementary	Invite	Outside
031298	4	Fairview Elementary	Invite	Outside

Student ID	Grade	School of Choice	Action	Inside/Outside of District
309797	2	South Dover Elementary	Invite	Inside
299562	7	Central Middle School	Invite	Outside
164255	10	Dover High School	Invite	Outside
978709	11	Dover High School	Invite	Outside
097369	12	Dover High School	Invite	Outside

School Choice Denied 2019-2020 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside District
087290	2	East Dover Elementary	Denied	Inside
123478	3	Fairview Elementary	Denied	Inside
29652	4	Fairview Elementary	Denied	Inside
85911	12	Dover High School	Denied	Outside

2.03 Financial Reports – September 30, 2019 (Resolution No. 20-037)

Financial reports as of September 30, 2019 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting on September 11, 2019 (Resolution No. 20-038)

Minutes of executive and public sessions of regular Board of Education meeting on September 11, 2019 were approved.

2.05 Field Trips (Resolution No. 20-039)

The following field trips were approved:

Dover High School Science Olympiad students to Greenbelt, MD, December 6, 2019

Dover High School Arts Academy students to Washington, DC, April 24, 2020

William Henry Middle School 21st Century students to Philadelphia, PA, May 8, 2020

2.06 Student Disciplinary Matters (Resolution No. 20-040)

None

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

3.01 Strategic Plan SI3 – Senator Pride – Quarterly Update

Dr. Henderson, Ms. Cooke, and Mrs. Burgoyne presented a quarterly update of Strategic Plan Strategic Intent 3 – Senator Pride.

3.1 Recruitment & Retention of Teachers/Staff

3.2 Family/Community Collaboration

3.3 Marketing and Branding

3.4 Educator Equity Work

3.02 Advanced Placement Assessment Results

Mr. Dunford and Mrs. Schreiber presented Advanced Placement (AP) updates. Advanced Placement courses are college level courses offered in high school. The facts presented indicated there has been progress over time in the number of students who participate and demonstrate proficiency of Advanced Placement content at Dover High School.

3.03 September 30 Unit Count Report

Ms. Cooke presented the September 30th unit count numbers submitted to the Department of Education. A full Unit Count report will be presented in the November meeting following certification by the State. This year's Unit Count began Monday, September 16, and ended Friday, September 27. Similarly to last year, we are seeing an increase in the numbers of special education students being served by the District. In addition, Ms. Cooke discussed how administrative and other entitled units are earned through the unit count.

3.04 Substitute Pay Scale (Resolution No. 20-041)

On a motion by Mr. Christiansen, seconded by Mrs. Engel, and on a unanimous vote, the board adopted Resolution No. 20-041 approving substitute pay scale as amended.

3.05 Legislative Priorities FY 20 (Second Reading) (Resolution No. 20-033)

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the board adopted Resolution No. 20-033 approving the FY 20 Legislative Priorities as presented.

3.06 Policy #600-13 Pre-K Peer Selection (Second Reading) (Resolution No. 20-034)

On a motion by Dr. DePrima, seconded by Mrs. Engel, and on a unanimous vote, the board adopted Resolution No. 20-034 approving Policy #600-13 Pre-K Peer Selection.

4.0 Adjournment

4.01 Adjournment

On a motion by Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the meeting was adjourned at 9:40 p.m.