

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



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, September 11, 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 Mr. Christiansen, seconded by Dr. DePrima, and on a unanimous vote, the Board entered public session at 5:34 p.m. in the board room. Roll call was conducted and all members were present. A motion was made by Mr. Christiansen, seconded by Mrs. Engel, and on a unanimous vote, the agenda was amended: Agenda 1.04 following the Presentation of Colors and Pledge of Allegiance, 18 seconds of silence in remembrance of September 11, 2001.

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 5:38 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 7:11 p.m. followed by the Pledge of Allegiance.

1.04 Remembering September 11, 2001

Eighteen (18) seconds of silence was observed in remembrance of the events on September 11, 2001.

1.05 School Updates

Mr. Bryan Holland, newly appointed Principal of Kent County Secondary ILC, presented school updates.

1.06 Board President/Member Updates

Dr. DePrima

- Visited three schools during open houses, KCSILC, East and South.
- Serving on the team for construction and design of new middle schools, had a meeting with architects, process is in very early planning stages. Architects and planners will be meeting with faculty, staff, and students to get input on early designs and early concepts. Team also wants to hear from the community. There are plans to visit schools to look at other designs and layout.

Mrs. Engel:

- Attended open house at East with plans to visit other schools.
- Hope people always remember those who lost their lives on 9/11.
- Don't forget the homeless, weather will soon be getting colder, give them some water.

Mr. Christiansen:

- Attended Towne Point barbeque.
- KCCS open house was a special event, very welcoming to the families.
- Visited 5 of 7 elementary schools on the first day of school. School administrators were on top of everything as well as the presence of district staff at every building ready to assist.
- Requested district staff look into bus tracker app that tracks location of students.
- District is starting another great year. Please support the athletics and fill the stands.

Dr. Jackson-Short

- Thank you for being patient as she has been unable to attend some meetings and functions; however, has been following all activities on the district's social media.
- Requested the scheduling of a board forum on the Student Success Guide.

Mr. Martin:

- Attended the football game.
- Acknowledged Ms. Lisa Whiteman, new CEA President.
- Was thinking back on 9/11/2001. Today is the 18th anniversary of that tragic day. Thanked the Dover High School AFJROTC for having the six person color guard tonight, beautifully done.
- Had an idea to take an old purse or bag, stuff it with nice things and quietly leave it next to someone or near someone. Sometimes it's cold out there, and not just the temperature.
- Happy Birthday to Kyle Baxter and Kevin Ohlandt.

1.07 Superintendent Update

Dr. Shelton

- Attended the 9/11 Memorial at the Dover Air Force Base, was a wonderful event, talked a lot about those who served, first responders, heard a story from a first responder who was on the ground level. Was pleased to see three generations present – Mayor Robin Christiansen, Sean Christiansen, Troy and Chase Christiansen, remembering not just those who lost their lives but also those who put their lives in front of others.
- Reported on progress of Construction Core Team – planning public meetings, architects came in with a planning group to gather input; however, some of the work of the planning team was already done by Mr. Dunford and his team who had created 19 questions.

1.08 School, Student and Staff Recognition

The Board of Education and Dr. Shelton recognized:

- Hartly Elementary School staff for Hartly's Summer Reading Program – Books on the Beach which was highlighted on the Renaissance Learning web site as a "Success Story."
- Ms. Tammy Taylor, South Dover Elementary School Counsel, for being chosen as the Delaware School Counselor of the Year 2020.
- Latonia Johnson, KCCS Nurse, and Chelsey Cubbage, KCCS Teacher, for aiding a KCCS student in medical distress on the first day of school, August 22, 2019.

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

2.01 Personnel (Resolution No. 20-027)

ADMINISTRATIVE PERSONNEL

CERTIFIED PERSONNEL

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

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1.	Barcus	Heather	School Nurse	September 19, 2019	Hartly
2.	Carey	Karen	Teacher – Spec Ed Math	September 4, 2019	DHS
2.	Eskaros	Remonda	Teacher – ESL	August 29, 2019	CMS
2.	Jones	Ashley	Teacher – Spec Ed	August 30, 2019	CMS
5.	Lucia	Francis	Teacher – Math	September 6, 2019	DHS
3.	Stauffer	Victoria	Teacher – ILC	August 21, 2019	East
3.	Thomas	Tanita	Teacher – Spec Ed	August 26, 2019	CMS
4.	Woodard	Faith	Teacher – Spec Ed Math	September 3, 2019	CMS

C. Rehire – Regular

1. NONE

D. Rehire – Temporary

1.	Hicks	Earl	Teacher – Science	August 30, 2019	CMS
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E. E.P.E.R.

1. District Employees

- a. NONE

2. Non-District Employees

a.	Jervey	Cassandra	Drama Director & Tech Theater	September 16, 2019	DHS
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II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1.	Davenport	Kylie	Teacher – Math from Spec Ed Math	August 22, 2019	DHS
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B. Job Title

1.	Rogers	JoAnn	School Nurse Instructional Coach Was Nurse at KCCS	TBD	DO
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C. Condition of Employment

1. NONE

III. LEAVES

A. Leaves - FMLA/STD/Workers Comp

1.	Austin	Patricia	Teacher	August 16, 2019	East
2.	Bones	Debra	Teacher	August 16, 2019	Hartly
3.	Cooper	Jennifer	Teacher	September 3, 2019	Hartly
4.	Gray	Ioma	Teacher	September 6, 2019	CMS
5.	Isley	Kendall	Teacher	August 26, 2019	DHS
6.	Reed	Rachel	Teacher	August 16, 2019	FV
7.	Robinson	Marie	Teacher	August 16, 2019	DO
8.	Smith	Tiffany	RTI Coordinator	August 19, 2019	CMS
9.	Spence	Paige	Teacher	August 16, 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. Crowley	Carmen	Teacher	August 16, 2019	DHS
2. Middleton	Rachel	Teacher	August 16, 2019	North
3. Miller	Heidi	Teacher	August 16, 2019	East
4. Moore	Heidi	Teacher	August 16, 2019	East
5. Parker	Adrienne	Teacher	August 16, 2019	WHMS
6. Taylor	Ebonie	Teacher	September 6, 2019	WHMS

IV. RESIGNATIONS

A. Brown-Massey	Kristin	Teacher	October 5, 2019	South
B. Fuller	Joseph	Teacher	September 9, 2019	DHS
C. McDonald	Courtney	Teacher	October 9, 2019	KCCS
D. Scharmberg	Anne	Teacher	September 20, 2019	DHS
E. Smith	Cory	Teacher	September 13, 2019	TP
F. Walters	Jodi	Teacher	September 27, 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. Cornelius	Lawrence	Driver	August 23, 2019	DO
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B. New – Temporary

1. Ayer	Martha	Title I Para – PT/29 hrs.	September 3, 2019	Hartly
2. Bilbrough	Jamie	Behavior Clerk – FT	September 5, 2019	DO
3. DeBenedictis-Bayne, Jennifer		Paraprofessional – FT	September 23, 2019	KCSILC
4. Joyner	Tyrek	ESP 1:1 Para – FT	August 28, 2019	WHMS
5. Malloy	Tiffany	ILC Para – FT	August 26, 2019	WHMS

6.	Moore	Helen	ISS Para – PT/25 hrs.	September 5, 2019	DHS
7.	Moore	Kathleen	General Worker – PT/4 hrs.	September 5, 2019	TBD
8.	Sutton	Jade	Paraprofessional – FT	October 1, 2019	KCSILC
9.	Welch	Susan	General Worker – PT/4 hrs.	September 5, 2019	TBD

C. Rehire - Regular

1. NONE

D. Rehire – Temporary

1.	Harris	Gloria	Kindergarten Para – PT	August 19, 2019	TP
2.	Hayes	Constancia	Behavior Para – PT	August 19, 2019	TP
3.	Voshell	Diana	ESP 1:1 Para – FT	August 27, 2019	KCCS

E. EPER

1.	District Employees				
a.	Estrada	Jovan	Tech	September 3, 2019	DHS
b.	Reynolds	Paul	21 st Century Para	September 12, 2019	DHS
c.	Williams	Kendall	21 st Century Para	September 3, 2019	East
2.	Non-District Employees				
a.	Faison	Keanna	21 st Century Site Coord.	September 3, 2019	WHMS
b.	Haller	John	Head Coach – Cross Country	September 12, 2019	CMS
c.	Kenner	Jada	21 st Century Para	September 9, 2019	CMS
d.	Shields	Jordan	21 st Century Para	September 9, 2019	CMS
e.	Williams	Destiny	21 st Century Para	September 9, 2019	CMS

II. Change in Assignment

Classification/Job Title/Condition of Employment

A. Classification

1.	Antal	Caitlin	ESP 1:1 Para – FT from P/T	August 27, 2019	KCCS
2.	Brown	Ranisha	Utility Worker - FT	September 16 2019	WHMS
			Was general worker/PT at Central Middle School		
3.	Duffy	Thaddeus	Title I Para – PT from East	August 20, 2019	North
4.	Ruiz	Josimar	Pre-K Para – FT	August 26, 2019	East
			From part time para at KCCS		
5.	Saxton	Joshua	ESP 1:1 Para – FT	August 19, 2019	KCCS/WHMS
			From KCCS Main site		

B. Job Title

1. NONE

C. Condition of Employment

1. NONE

III. Leaves/Return from Leaves

A. Leaves – FMLA/Medical/Workers Comp

1.	Barr	Deven	Custodian	September 9, 2019	CMS
2.	Fertal	Suzanne	Paraprofessional	August 21, 2019	KCCS
3.	Jackson	Dawn	Child Nutrition	August 16, 2019	South
4.	Jackson	Regina	Custodian	September 9, 2019	North
5.	Moore	Adam	Technology	July 18, 2019	DO

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. Hampton	Mary Ann	Child Nutrition	July 1, 2019	North
2. Stefanovich	Anzhelika	Custodian	August 28, 2019	DHS

IV. Resignations

A. Giddens	Kyle	Paraprofessional	September 24, 2019	KCCS
B. Jacobs	Alyssa	Paraprofessional	August 13, 2019	KCSILC
C. Nunes	Ashley	Paraprofessional	August 20, 2019	KCSILC
D. Patterson	Stacy	Child Nutrition	August 20, 2019	DO
E. Satterfield	Jason	Technology	September 27, 2019	Tech
F. Snell	Branden	Custodian	September 20, 2019	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. NONE

2.02 School Choice (Resolution No. 20-028)

School Choice Accept 2019-2020 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
451303	4	Booker T. Washington	Invite	Inside
288457	1	East Dover Elementary	Invite	Outside
440622	K	Hartly Elementary	Invite	Inside
663694	K	North Dover Elementary	Invite	Inside
553324	K	North Dover Elementary	Invite	Inside

Student ID	Grade	School of Choice	Action	Inside/Outside of District
443127	K	North Dover Elementary	Invite	Inside
465730	1	North Dover Elementary	Invite	Inside
227632	2	North Dover Elementary	Invite	Inside
252428	2	North Dover Elementary	Invite	Inside
174323	3	North Dover Elementary	Invite	Inside
193585	3	North Dover Elementary	Invite	Outside
56660	4	North Dover Elementary	Invite	Inside
198332	3	South Dover Elementary	Invite	Inside
220693	3	Towne Point Elementary	Invite	Inside
165392	3	Towne Point Elementary	Invite	Inside
300644	7	Central Middle School	Invite	Outside
228971	9	Dover High School	Invite	Outside
418425	10	Dover High School	Invite	Outside

School Choice Denied 2019-2020 School Year

Student ID	Grade	School of Choice	Action	Inside/Outside of District
304832	7	Central Middle School	Denied	Outside
072174	10	Dover High School	Denied	Outside
097369	12	Dover High School	Denied	Outside

2.03 Financial Reports – August 31, 2019 (Resolution No. 20-029)

Financial reports as of August 31, 2019 were approved.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting on August 19, 2019 and minutes of special Board of Education meeting on August 13, 2019 (Resolution No. 20-030)

Minutes of executive and public sessions of regular Board of Education meeting on August 19, 2019 and minutes of special Board of Education meeting on August 13, 2019 were approved.

2.05 Field Trips (Resolution No. 20-031)

The following field trips were approved:

Dover High School AFJROTC Grades 11-12 to National Harbor, MD, September 17, 2019

Kent County Community School Transition Program to Nottingham, PA, November 15, 2019

Kent County Community School Transition Program to Salisbury, MD, October 25, 2019

2.06 Student Disciplinary Matters (Resolution No. 20-032)

None

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

3.01 Strategic Plan SI2 – Meeting the Needs of the Whole Child – Quarterly Update

Dr. Shelton, Dr. Henderson, Mr. Dunford, Mrs. Burgoyne, Mrs. Schreiber, and Mr. Simpson presented a quarterly update for each of the working groups currently associated with SI2 - Meeting the Needs of the Whole Child:

2.1 Professional Learning

2.2 Systems & Schedules

2.3 Specialized Instruction

2.4 Advocacy Prioritization

2.5 Summer professional learning

2.6 SEL Standards

2.7 Teaching and Learning Model

3.02 District Delaware System of Student Assessments (DESSA) Results

Mrs. Schreiber presented the district's 2018-2019 results of DESSA assessments which included SMARTER, SAT, DCAS-ALT1 and ACCESS. Mr. Dunford identified curriculum and instruction focuses for both elementary and secondary schools.

3.03 Preliminary September 30 Unit Count Report

Capital School District Board of Education minutes for September 11, 2019

Mrs. Cooke presented a Unit Count Update as of September 11, 2019. At the October board meeting, she will present the preliminary September 30th unit count numbers which were submitted to the Department of Education. A full and final report will be shared at the November board meeting following certification by DOE of the Unit Count.

3.04 Legislative Priorities FY 20 (First Reading) (Resolution No. 20-033)

On a motion by Mr. Christiansen, seconded by Mrs. Engel, and on a unanimous vote, the board voted to postpone discussion of FY 20 Legislative Priorities for future action at the October board meeting.

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

On a motion by Dr. DePrima, seconded by Dr. Jackson-Short, and on a unanimous vote, the voted to postpone discussion of Policy #600-13 Pre-K Peer Selection for a second reading at the October board meeting.

4.0 Adjournment

4.01 Adjournment

On a motion by Mr. Christiansen, seconded by Dr. Jackson-Short, and on a unanimous vote, the meeting was adjourned at 10:02 p.m.