

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

Wednesday, July 1, 2026
In-Person/Live Stream Meeting
Administrative Office
MINUTES



BOARD OF EDUCATION

Dr. Chanda Jackson, President
Sean P. M. Christiansen, Vice
President
Felecia R. Duggins
Vickie L. Pendleton
Donna J. Geist

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

Board Members Present:

Dr. Jackson
Mr. Christiansen
Ms. Duggins
Ms. Pendleton
Ms. Geist

Also Present:

Dr. Victor Cahoon, Superintendent

1.0 Open Session

On a motion by Mr. Christiansen, seconded by Ms. Duggins, and on a unanimous vote, the board entered open session at 5:30 p.m.

1.01 Roll Call – Establishment of a Quorum

On a roll call vote of 5/0: Ms. Geist – present; Ms. Pendleton – present; Ms. Duggins, Mr. Christiansen – present; Dr. Jackson – present, quorum was established.

1.02 Executive Session

On a motion by Ms. Pendleton, seconded by Ms. Duggins, and on a unanimous vote, the Board entered closed session at 5:31 p.m.

1.03 Reconvene Open Session

Dr. Jackson reconvened the meeting at 7:12 p.m.

1.04 Reorganization of the Board of Education (Resolution No. 27-001)

Mr. Christiansen nominated Dr. Chanda Jackson as President, motion was seconded by Ms. Duggins and approved by roll call vote of 4/1: Ms. Geist – yes; Ms. Pendleton – yes; Ms. Duggins – yes; Mr. Christiansen – yes; Dr. Jackson – recuse. Ms. Geist nominated Mr. Christiansen for Vice President, motion was seconded by Ms. Duggins and approved by roll call vote of 4/1: Ms. Geist – yes; Ms. Pendleton – yes; Ms. Duggins – yes; Mr. Christiansen – recuse; Dr. Jackson – yes.

On a motion by Mr. Christiansen, seconded by Ms. Duggins, and on a unanimous vote, the following board members will serve on committees as listed below:

President	Dr. Chanda Jackson
Vice President	Sean P. M. Christiansen
DSBA Representatives	
Board of Directors	Donna Geist
Alternate Board of Directors	Dr. Chanda Jackson
Legislative Committee	Dr. Chanda Jackson
Alternate Legislative Committee	Donna Geist
District Committees	Name
Super Senator Day	Sean P. M. Christiansen
Calendar Committee	Vickie Pendleton
Student Success Guide Core Team	Felecia Duggins
Perkins Advisory Committee	Donna Geist
Employee Recognition Committee	Felecia Duggins

Wellness Committee	Felecia Duggins
Teacher of the Year Committee	Vickie Pendleton
Strategic Intents 1, 2, and 3 Redefine	Dr. Chanda Jackson and Donna Geist
Trauma and School Connectedness	Dr. Chanda Jackson
Policy Committee	Felecia Duggins and Dr. Chanda Jackson
Village Committee	Vickie Pendleton
Construction	Felecia Duggins and Vickie Pendleton
Teaching and Learning	Felecia Duggins and Vickie Pendleton
Budget/Operating	Donna Geist
Board Development/Training	Donna Geist and Felecia Duggins
Parent/Community Engagement/Marketing	Dr. Chanda Jackson and Vickie Pendleton
Murphey School Representative	Vickie Pendleton

1.05 Superintendent Update

Dr. Cahoon presented the Superintendent's Update as follows:

- District Transformation Team meeting
- School Improvement Plan meeting with school teams
- Meeting to explore potential partnerships
- Refining and reflecting on the past school year
- Soliciting from administration 25-26 celebrations which will be shared with all staff

1.06 Board President – Member Updates

Ms. Geist

- Welcome to FY27.
- Want to share some highlights from the state legislative session which just concluded regarding investments in education:
 - Change in funding formula which will begin in FY18
 - Task Force created to look at assessment and accountability in education
 - Social emotional and mental health supports
- Passed along to Dr. Cahoon the Certificate of Appreciation for the Capital School District Office from Towne Point Elementary School.
- Presented update on the status of the Financial Literacy graduation requirement.

Ms. Pendleton

- Reminded everyone the importance of hydration, especially during the extreme heat.
- Enjoy the 4th of July holiday and be careful with fireworks. This holiday is special because her mother was born on July 4.

Ms. Duggins

- Enjoy your holiday and be safe. Looking forward to the new fiscal year.

Mr. Christiansen

- Expressed thanks for the many well wishes extended to him after his surgery, everything is going well after the surgery. Wanted all to know that his wife is an angel for her support.
- Be careful with fireworks.
- Board and district want to reassure the community and members of the William Henry Alumni Association in regard to the William Henry Campus. Shared a timeline of the status of the William Henry Campus which will house the Kent County Intensive Learning Center with funds provided by the State of Delaware. Currently abatement of asbestos is taking place in the building. This is a slow process. The board wants to ensure transparency in the process of construction on the William Henry Campus.

Dr. Jackson

- Presented the board's priorities that were discussed at the retreat in June. Requesting that the priorities be added to the agenda for the August Board of Education meeting so they may be approved by the board members.
 - Student Outcomes and Achievement
 - Governance and Accountability
 - Communication, Transparency and Community Trust
 - School Environment and Workforce Stability
- Enjoy your summer.

1.07 Public Comment

Alfreda Fisher Dean, representing the William Henry Alumni Association, spoke regarding the status of the building on the William Henry Campus.

Mr. Christiansen replied to Mrs. Dean's comment and suggested a luncheon/meeting be scheduled with the William Henry Alumni Association and community to discuss any concerns. Mr. Christiansen will plan and coordinate this meeting with Mrs. Dean. Board members who are available will attend, district office administrators and WH Alumni members and community will be invited.

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. Duggins, and on a roll call vote of 5/0: Ms. Geist – yes; Ms. Pendleton – yes; Ms. Duggins – yes; Mr. Christiansen – yes; Dr. Jackson – yes, consent items were approved as amended: Consent Item 2.01 Personnel (Resolution No. 27-002) will be moved to Action/Discussion/Information Item No. 3.10 with Resolution No. 27-013.

2.02 School Choice (Resolution No. 27-003)

None

2.03 Financial Reports – June 30, 2026 (Resolution No. 27-004)

Financial Reports for June 30, 2026 were unavailable due to the State of Delaware financial system shutdown.

2.04 Minutes – Minutes of Executive and Public sessions of regular Board of Education meeting June 17, 2026 and minutes of Board of Education Retreat June 15 and 16, 2026) (Resolution No. 27-005)

Minutes of executive and public sessions of regular Board of Education meeting June 17, 2026 were approved.

2.05 Field Trips (Resolution No. 27-006)

None

2.06 Waiver for Building Use Rentals (Resolution No. 27-007)

None

Mr. Christiansen noted that the regular meeting will be adjourned and the board will go back into Executive Session but will not return to Open Session and take no action. President Jackson will adjourn the Executive Session.

Capital School District Board of Education Minutes for July 1, 2026

On a motion by Mr. Christiansen, seconded by Ms. Duggins, and on a unanimous vote, A/D/I Item 3.03 Policy #500-29 Drug and Alcohol Abuse Policy (Third Reading) (Resolution No. 26-122) was pulled from the agenda to be considered at a future date.

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

3.01 Draft 2026-2027 Student Success Guide (Third Reading) (Resolution No. 26-111)

On a motion by Ms. Geist, seconded by Ms. Pendleton, and on a unanimous vote, the board tabled Draft 2026-2027 Student Success Guide (Third Reading) (Resolution No. 26-111) until revisions and changes are presented at the August 19, 2026 Board of Education meeting.

3.02 FY27 Tax Rate ((Resolution No. 27-008)

On a motion by Mr. Christiansen, seconded by Ms. Duggins, and on a unanimous vote, the board adopted Resolution No. 27-008 approving the FY 27 Tax Rate total with Enhanced MCI as presented.

	FY 26 Actual	FY 27 Proposed	Increase/Decrease
Current Expense	0.2409	0.2409	-
Debt Service	0.0850	0.0760	(0.0090)
Minor Cap	0.0048	0.0047	(0.0001)
Tech Maintenance	0.0032	0.0032	-
Extra Time Match	0.0027	0.0027	-
Reading/Math	-----	0.0020	0.0020
Reading Interventionist	0.0007	0.0007	-
Substitute Teacher	0.0007	-	(0.0007)
Opportunity Match	-----	-----	-----
Enhanced MCI	0.0057	0.0057	0.0000)
Tuition	0.1584	0.1998	0.0414
Total	0.5021	0.5357	0.0336

3.04 Revisions Policy #700-20 Personal Technology Devices (Cell Phones) (Second Reading) (Resolution No. 26-133)

On a motion by Mr. Christiansen, seconded by Ms. Geist, and on a unanimous vote, in accordance with Policy #100-25, the board suspended the rules to vote on Revisions Policy #700-20 Personal Technology Devices (Cell Phones) after the second reading.

On a motion by Mr. Christiansen, seconded by Ms. Duggins, and on a unanimous vote, the board adopted Resolution No. 26-133 approving the Revisions Policy #700-20 Personal Technology Devices (Cell Phones) with an amendment that the language in the revised policy be aligned in the Student Success Guide for the 2026-2027 school year.

3.05 Collective Bargaining Agreements between Board of Education and Capital Educators Association, Capital Educational Secretaries Association and Capital Constable Association (Resolution No. 27-009)

On a motion by Ms. Geist, seconded by Ms. Duggins, and on a roll call vote of 5/0: Ms. Geist – yes; Ms. Pendleton – yes; Ms. Duggins – yes; Mr. Christiansen – yes; Dr. Jackson – yes, the Board of Education adopted Resolution No. 27-009 approving the Collective Bargaining Agreements between the Board of Education and the Capital Educators Association, the Capital Educational Secretaries Association and the Capital Constable Association.

3.06 Proposed District Closure on July 2, 2026 (Resolution No. 27-010)

On a motion by Mr. Christiansen, seconded by Ms. Geist, and on a roll call vote of 0/5: Ms. Geist – no; Ms. Pendleton – no; Ms. Duggins – no; Mr. Christiansen – no; Dr. Jackson – no, Resolution No. 27-010 Proposed District Closure on July 2, 2026 was not adopted or approved.

3.07 Proposed 12 Month Leave During Winter and Spring Break (Resolution No. 27-011)

On a motion by Mr. Christiansen, seconded by Ms. Pendleton, and on a unanimous vote, the board tabled Resolution No. 27-011 Proposed 12 Month Leave during Winter and Spring Break until a future meeting.

3.08 FY27 District Preliminary Budget (Resolution No. 26-132)

On a motion by Mr. Christiansen, seconded by Ms. Duggins, and on a unanimous vote, the board adopted Resolution No. 26-132 approving the FY27 District Preliminary Budget.

3.09 Opportunity Fund Waiver (Resolution No. 27-012)

On a motion by Mr. Christiansen, seconded by Ms. Duggins, and on a unanimous vote, the board deferred action on Resolution No. 27-012 until the August, 2026 meeting.

On a motion by Mr. Christiansen, seconded by Ms. Geist, and on a unanimous vote, the board went back into Executive Session to review Personnel Agenda Item 3.10 Resolution No. 27-113.

Dr. Jackson reconvened the meeting into open session at 11:01 p.m.

3.10 Personnel (Resolution No. 27-013)

On a motion by Ms. Geist, seconded by Ms. Pendleton, and on a unanimous vote, the board adopted Resolution No. 27-013 approving Personnel as presented.

BOARD OF EDUCATION APPROVAL IS RECOMMENDED FOR ADMINISTRATIVE PERSONNEL AS LISTED, PENDING CRIMINAL REFERENCE CHECKS AND VERIFICATION OF CERTIFICATION

III. LEAVES

- A. Leaves - FMLA/STD/Workers Comp
 - 1. McIntyre Lenita Principal June 15, 2026 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

BOARD OF EDUCATION APPROVAL IS RECOMMENDED FOR CERTIFIED PERSONNEL AS LISTED, PENDING CRIMINAL REFERENCE CHECKS AND VERIFICATION OF CERTIFICATION

I. APPOINTMENTS

A. New – Regular

1. Bomhardt	Julia	Teacher – Spec Ed	26-27 SY	KCCS
2. Dunham	Teresa	School Psychologist	26-27 SY	KCCS
3. Figueroa-Mendez, Monica		Teacher – Spanish	26-27 SY	DHS
4. Heimbaugh	Denise	Teacher – Grade 5	26-27 SY	North
5. Hurlock	Shakia	School Psychologist	26-27 SY	DHS
6. Kakkar	Ruchika	Teacher – Imm English Side	26-27 SY	South
7. Montano	Marissa	Speech Language Path	26-27 SY	CECC
8. Schwamberger, Kerstin		Teacher – K Spec Ed	26-27 SY	FV
(Pending Certification)				

B. New – Temporary

1. NONE

C. Rehire – Regular

1. Benson	Jennifer	Support Liaison	26-27 SY	Central
2. Burger	Kristine	Reading Specialist	26-27 SY	FV ECC
3. Carr	Megan	Assist. Tech Specialist	26-27 SY	Central
4. Frasier	Lydia	Spec Ed Coordinator	26-27 SY	DHS
5. MacDonald	Jennifer	School Nurse	26-27 SY	FV ECC
6. Todd	Sean	VILS Coach	26-27 SY	MSI

D. Rehire – Temporary

1. Sida-Amor	Tatiana	Teacher	26-27 SY	MSE
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E. E.P.E.R.

a. District Employees

1. Elementary 10 Month Hours – See attached			Summer 2026	District
2. Boyd-James, Lavonne		Summer Teacher	Summer 2026	TP
3. Christiansen, Madison		Summer Teacher	Summer 2026	KCCS
4. Clayville Dakota		Summer Teacher	Summer 2026	South
5. Parson Titania		Summer Teacher	Summer 2026	KCSILC
6. Parker Adrienne		Summer Teacher	Summer 2026	KCSILC

b. Non-District Employees

1. NONE

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Cordeiro	Nancy	Teacher – Kindergarten	26-27 SY	FV ECC
		From PreK		
2. Gillis	Andrew	Teacher – Sci/Spec Ed	26-27 SY	MSE
		From North		
3. Yuksel	Ahmet	Teacher – Business	26-27 SY	DHS

From KCSILC

- B. Job Title
1. NONE

- C. Condition of Employment
1. NONE

III. LEAVES

- A. Leaves - FMLA/STD/Workers Comp
1. NONE

- B. Leaves – Personal - Unpaid
1. Berner Makayla Teacher 26-27 SY MSE

- 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. Baker | Lakenya | LCSW | June 30, 2026 | FV ECC |
| B. Daddio | Tara | Teacher | June 30, 2026 | MSI |
| C. Hudson | Tamika | Library | June 18, 2026 | TP |
| D. McGrellis | Maria | BCBA | June 30, 2026 | Central |
| E. Moultry-Zayd | Farrah | Teacher | June 18 2026 | Central |

V. PENSIONS

Disability/Service/Vested

- A. Disability
1. NONE

- B. Service Pension
1. Healy Sheri Teacher July 1, 2026 South

- C. Vested Pension
1. NONE

VI. EXPIRATION OF CONTRACT/TEMPORARY CONTRACT

1. NONE

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

1. NONE

BOARD OF EDUCATION APPROVAL IS RECOMMENDED FOR CLASSIFIED PERSONNEL AS LISTED, PENDING CRIMINAL REFERENCE CHECKS AND VERIFICATION OF CERTIFICATION

I. APPOINTMENTS

A. New – Regular

1. NONE

B. New – Temporary

1. Carlson	Christine	Instructional Para	26-27 SY	DO
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C. Rehire – Regular

1. Hoopes	Tracey	Office Para – PT	26-27 SY	FV ECC
2. Leonard	Amber	Instructional Para	26-27 SY	Hartly
3. Simmons	Jamir	Para – PreK	26-27 SY	East ECC
4. Solomon-McKoy	Ashley	Para – PreK	26-27 SY	FV ECC

D. Rehire – Temporary

1. Anis	Mirna	AAS Para – FT	26-27 SY	KCCS
2. Bradley	Miranda	AAS Para – FT	26-27 SY	KCCS
3. Brown	Savayah	AAS Para – FT	26-27 SY	KCCS
4. Cannon	Vanessa	AAS Para – FT	26-27 SY	KCCS
5. Coverdale	Miyesha	AAS Para – FT	26-27 SY	DHS
6. Davis	Hiram	AAS Para – FT	26-27 SY	KCCS
7. Devitt	Tammy	AAS Para – FT	26-27 SY	KCCS
8. Evans	Augustus	AAS Para – FT	26-27 SY	KCCS
9. Fisher	Autumn	Title I Para – PT	26-27 SY	TP
10. Freeman	Jaden	AAS Para – FT	26-27 SY	KCCS
11. Germano	Carter	AAS Para – FT2	6-27 SY	KCCS
12. Guinn	Marie	AAS Para – FT2	6-27 SY	KCCS
13. Gummerson	Alaura	AAS Para – FT	26-27 SY	KCCS
14. Hammond	Dametra	Restorative Amb	26-27 SY	MSE
15. Hebert	Andrea	Title I Para – FT	26-27 SY	East ECC
16. Hodas	Jennifer	AAS Para – FT	26-27 SY	KCCS
17. Hreha	Scott	AAS Para – FT	26-27 SY	KCCS
18. Johnson	Jaszmin	AAS Para – FT2	6-27 SY	KCCS
19. Kulhanek	Alexis	AAS Para – FT	26-27 SY	KCCS
20. Lane	Alexander	AAS Para – FT	26-27 SY	KCCS
21. Lindale	Lorelei	AAS Para – FT	26-27 SY	KCCS
22. Lindsay	Destiny	AAS Para – FT	26-27 SY	KCCS
23. Lopez	Marguerite	AAS Para – FT	26-27 SY	KCCS
24. Mansour	Amany	AAS Para – FT	26-27 SY	KCCS
25. McIntyre	Brandon	AAS Para – FT	26-27 SY	KCCS
26. Morgan	Justin	AAS Para – FT	26-27 SY	KCCS
27. Murry	Tylaya	AAS Para – FT2	6-27 SY	KCCS
28. Obidike	Brandin	Instructional Para	26-27 SY	North

29. Ogden	Lori	Instructional Para	26-27 SY	North
30. Petrella	Natalie	AAS Para – FT	26-27 SY	KCCS
31. Rainey	Deja	Title I Para – FT	26-27 SY	BTW
32. Raynor	Elizabeth	AAS Para – FT	26-27 SY	KCCS
33. Robbins	Samantha	AAS Para – FT	26-27 SY	KCCS
34. Roberts	Dana	AAS Para – FT	26-27 SY	KCCS
35. Roberts	Deion	AAS Para – FT	26-27 SY	KCCS
36. Salazar	La’Kesha	Office Para – PT	26-27 SY	BTW
37. Seeney	Tanisha	AAS Para – FT	26-27 SY	KCCS
38. Sockriter	Brianna	AAS Para – FT	26-27 SY	KCCS
39. Waddington	Ann	AAS Para – FT	26-27 SY	DHS

E. E.P.E.R.

a. District Employees

1. Ashley	Donya	Instructional Para	Summer 2026	KCSILC
2. Brooks	Gareth	Constable	Summer 2026	South
3. Dickens	Ashley	AAS Para	Summer 2026	TP
4. Foreman	Roland	Paraprofessional	Summer 2026	DHS
5. Green	Vincent	Constable	Summer 2026	North
6. Kozak	Tatiana	Paraprofessional	Summer 2026	South
7. Miles	Bonnie	District Investigator	26-27 SY	DO

b. Non-District Employees

1. Collin	Craig	Instructional Para	Summer 2026	Central
2. Daye	LaShanda	AAS Para – FT	Summer 2026	North
3. Williams	Andre	Instructional Para	Summer 2026	KCSILC

II. CHANGE IN ASSIGNMENT

Classification/Job Title/Condition of Employment

A. Classification

1. Morgan	Lauren	CN – Manager Was cook	26-27 SY	BTW
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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. NONE

IV. RESIGNATIONS

A. Martinez	Carmen	Child Nutrition	July 8, 2026	BTW
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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. FY27-7-1	Custodian	For Cause	July 1, 2026	MSE
2. FY27-7-2	Constable	For Cause	July 1, 2026	MSE

4.0 Adjournment

4.01 Adjournment

On a motion by Ms. Pendleton, seconded by Ms. Duggins, and on a unanimous vote, the meeting was adjourned at 11:03 p.m.

