

**CAPITAL SCHOOL  
DISTRICT**

198 Commerce Way  
Dover, DE 19904  
Dr. Dan Shelton  
Superintendent of Schools



**BOARD OF EDUCATION**

Sean P. M. Christiansen, President  
John C. Martin, Jr., Vice President  
Matthew J. Lindell  
Ralph L. Taylor, Jr.  
Dr. Chanda Jackson-Short

**PUBLIC ANNOUNCEMENT**

The Capital School District Board of Education will convene for its regular monthly meeting on Tuesday, October 18, 2016, in the Capital School District Administrative and Professional Development Center, 198 Commerce Way, Dover, DE. The board will convene into open session at 5:30 p.m. in the board room (Room 101) and entertain a motion to move into Executive Session for the purpose of discussion on Student Matters, Personnel Matters and Legal Matters as set forth in Delaware Code §10004 Open Meetings, subsection (a) and subsection (b) items (4), (7) and (9). The executive session shall take place in the Capital School District Administrative and Professional Development Center Room 105. The Board will reconvene into public session in the board room at approximately 7:00 p.m. The agenda of the Executive Session and the agenda of the Open Session are attached.

*//SIGNED//*

*Daniel C. Shelton, Ed. D.*

**Superintendent of Schools**

Date: October 11, 2016

Capital School District can only guarantee accessibility accommodations if notified of the need seven (7) days before a scheduled meeting. Braille materials large print materials, Assistive listening devices, Sign Language Interpreter (ASL/cued/tactile).

**AGENDA**  
**CAPITAL SCHOOL DISTRICT**  
**BOARD OF EDUCATION**  
**Executive Session**  
Tuesday, October 18, 2016  
Capital Administrative Center Room 105  
5:32 p.m.

5:32 PM

**I. Student Disciplinary Matters**

**II. Legal Matters**

**III. Personnel**

- a. Certified**
- b. Classified**
- c. Administrative**
  - Administrative Contracts**

**IV. Adjournment**

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(A) Action
(D) Discussion
(I) Information

**Regular Board of Education Meeting**

**October 18, 2016**

*Capital School District Administrative and Professional Development Center  
198 Commerce Way  
Dover, DE 19904*

**Agenda**

5:30 p.m. 1.0 **Open Session**

The Capital School District Board of Education will convene for its regular monthly meeting on Tuesday, October 18, 2016, in the Capital School District Administrative and Professional Development Center, 198 Commerce Way, Dover, DE. The board will convene into open session at 5:30 p.m. in the board room (Room 101) and entertain a motion to move into Executive Session for the purpose of discussion on Student Matters, Personnel Matters and Legal Matters as set forth in Delaware Code §10004 Open Meetings, subsection (a) and subsection (b) items (4), (7) and (9). The executive session shall take place in the Capital School District Administrative and Professional Development Center Room 105. The Board will reconvene into public session in the board room at approximately 7:00 p.m. The agenda of the Executive Session and the agenda of the Open Session are attached.

1.01 **Roll Call – Establishment of a Quorum**

5:32 p.m. 1.02 **Executive Session**

7:00 p.m. 1.03 **Reconvene Open Session/Pledge of Allegiance**

1.04 **School, Student and Staff Recognition:**

- Kimberly Simmons - Presidential Award for Excellence in Mathematics and Science Teaching (PAEMST)
- Phase 2 School Wide PBS Recognition – William Henry Middle School
- Phase 3 School Wide PBS Recognition – Dover High School

1.05 **School Updates**

1.06 **Board President/Member Updates**

1.07 **Superintendent Update**

1.08 **Public Comment**

(Individuals desiring to address the board must read, complete and sign the Request Form at the entrance table and will be allowed three minutes to speak unless otherwise amended by the Board. Public comment time will not exceed fifteen (15) minutes. The board may extend public comment time at the conclusion of the regular agenda which also will not exceed fifteen (15) minutes. If a group of people are speaking to address the same topic, the board may require a single spokesperson for the group.)

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.

2.01 Personnel Matters (Resolution No. 17-036)

(A)

Board of Education Approval is recommended for certified and classified personnel as listed, pending criminal reference checks and verification of certification as needed.

**Administrative Personnel – October 18, 2016**

**Certified Personnel – October 18, 2016**

I. APPOINTMENTS

New – Regular

1. None

2. New – Temporary

1. Elementary Teacher – 10/3/16-William Henry Middle School

2. HHPD Teacher – 10/10/16-William Henry Middle School

Rehire – Regular

1. None

Rehire – Temporary

1. None

E.P.E.R.

1. District Employees

a. 21<sup>st</sup> Century Teacher – Fall 2016-Dover High School

2. Non-District Employees

a. None

II. CHANGE IN ASSIGNMENT

Job Title/Classification/Condition of Employment

1. None

III. LEAVES/RETURN FROM LEAVES

FMLA/Medical/Workers Comp

1. We anticipate that employees will be placed on leave and return from leave up to the October 18, 2016 School Board Meeting.

IV. RESIGNATIONS

1. Resignations could occur up to the October 18, 2016 School Board Meeting.

V. PENSIONS

Disability/Service/Vested Pension

1. Pensions could occur up to the October 18, 2016 School Board Meeting.

VI. EXPIRATION OF CONTRACT/TEMPORARY

1. None

VII. NON-RENEWAL/TERMINATION

1. None

**Classified Personnel October 18, 2016**

I. APPOINTMENTS

New – Regular

1. Lead Worker Child Nutrition – October 2016-William Henry Middle School

New – Temporary

1. PT/29 Hour Instructional Para – October 3, 2016-Kent County Secondary ILC
  2. PT/29 Hour Instructional Para - October 3, 2016-Hartly Elementary
  3. PT General Workers Child Nutrition – October 2016-TBD  
Rehire – Regular
    1. None
 Rehire – Temporary
    1. None
 E.P.E.R.
    1. District Employees
      - a. None
    2. Non-District Employees
      - a. None
  2. CHANGE IN ASSIGNMENT  
Job Title/Classification/Condition of Employment
    1. None
  3. LEAVES/RETURN FROM LEAVES  
FMLA/Medical/Workers Comp
    1. We anticipate that employees will be placed on leave and return from leave up to the October 18, 2016 School Board Meeting.
  4. RESIGNATIONS
    1. Resignations could occur up to the October 18, 2016 School Board Meeting.
  5. PENSIONS  
Disability/Service/Vested Pension
    1. Pensions could occur up to the October 18, 2016 School Board Meeting.
  6. EXPIRATION OF CONTRACT/TEMPORARY
    1. None
  7. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE
    1. None
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- |      |                                                                                                                                                                                     |       |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| 2.02 | School Choice (Resolution No. 17-037)                                                                                                                                               | (A)   |
| 2.03 | Financial Reports – September 30, 2016 (Resolution No. 17-038)                                                                                                                      | (A)   |
| 2.04 | Minutes –Minutes of executive and public sessions of regular Board of Education meeting September 21, 2016 and minutes of special meeting September 6, 2016 (Resolution No. 17-039) | (A)   |
| 2.05 | Field Trips (Resolution No. 17-040)                                                                                                                                                 | (A)   |
| 2.06 | Student Disciplinary Matters (Resolution No. 17-041)                                                                                                                                | (A)   |
| 3.0  | <b>Action/Discussion/Information Items (A/D/I)</b>                                                                                                                                  |       |
| 3.01 | Dover High School Drumline “Rolling Thunder” to Japan for Performance (Resolution No. 17-042)                                                                                       | (A/D) |
| 3.02 | Strategic Plan Update – Presentation of Strategic Intent 3 Framework – Senator Pride                                                                                                | (D/I) |
| 3.03 | Super Senator Day Debrief                                                                                                                                                           | (D/I) |
| 3.04 | September 30 <sup>th</sup> Unit Count Update                                                                                                                                        | (D/I) |

3.05 Child Nutrition Cafeteria Monitors (Resolution No. 17-043)

(A/D)

3.06 Child Nutrition Food Truck Design (Resolution No. 17-044)

(A/D)

4.0 **Adjournment**

4.01 Adjournment

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**Information for Board Meeting Agendas can be found at  
[www.boarddocs.com/de/csd/Board.nsf](http://www.boarddocs.com/de/csd/Board.nsf)**