

**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 Wednesday, September 21, 2016, in the Capital School District Administrative and Professional Development Center, 198 Commerce Way, Dover, DE. The board will convene into open session at 6:00 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 7:30 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: September 14, 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**

Wednesday, September 21, 2016  
Capital Administrative Center Room 105  
6:02 p.m.

6:02 PM

**I. Student Disciplinary Matters**

**II. Legal Matters**

**III. Personnel**

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

**IV. Adjournment**

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

**Regular Board of Education Meeting**  
**September 21, 2016**

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

**Agenda**

- 6:00 p.m. 1.0 **Open Session**  
The Capital School District Board of Education will convene for its regular monthly meeting on Wednesday, September 21, 2016, in the Capital School District Administrative and Professional Development Center, 198 Commerce Way, Dover, DE. The board will convene into open session at 6:00 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 7:30 p.m. The agenda of the Executive Session and the agenda of the Open Session are attached.
- 6:02 p.m. 1.01 **Roll Call – Establishment of a Quorum**
- 7:30 p.m. 1.02 **Executive Session**
- 1.03 **Reconvene Open Session/Pledge of Allegiance**
- 1.04 **Board President/Member Updates**
- 1.05 **School, Student and Staff Recognition:**
  - ***Central Middle School Top Ten Academic Students***
- 1.06 **School Updates**
- 1.07 **Superintendent Update**
  - ***Back to School Presentation***
- 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. 17-026)** (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 – September 21, 2016**

## **Certified Personnel – September 21, 2016**

### **I. APPOINTMENTS**

#### **New – Regular**

1. ELA Teachers – 2016-2017-Dover High School
2. Math Teacher - 2016-2017 – Central Middle School
3. Occupational Therapist - 2016-2017 – KCCS Main Site
4. PE Teacher - 2016-2017 – Dover High School
5. History Teacher - 2016-2017 – Kent County Secondary ILC

#### **New – Temporary**

1. Behavior Interventionist - 2016-2017 – Kent County Secondary ILC
2. Elementary Teachers - 2016-2017 – Towne Point Elementary
3. Elementary Teachers - 2016-2017 – William Henry Middle School
4. Special Education - 2016-2017 – Central Middle School
5. Elementary Teachers - 2016-2017 – South Dover Elementary
6. Special Education Teacher - 2016-2017 – KCCS/DHS
7. Elementary Teacher - 2016-2017 – Fairview Elementary
8. Special Education Teacher - 2016-2017 – Fairview Elementary

#### **Rehire – Regular**

1. School Nurse - 2016-2017 – KCCS/DHS

#### **Rehire – Temporary**

1. Pre-K Paraprofessional (FT) - 2016-2017 – East Dover Elementary

#### **E.P.E.R.**

#### **1. District Employees**

- a. Band Director – Summer 2016 (19 days) – Dover High School
- b. Department Chair – Summer 2016 (5 days) – Dover High School
- c. Elementary Curriculum Support – Summer 2016 (10 days) – District Office
- d. NGGS Implementation – Summer 2016 (13.5 hours) – District Office
- e. Boys Asst. Soccer Coach – Fall 2016 – Central Middle School

#### **2. Non-District Employees**

- a. None

### **II. CHANGE IN ASSIGNMENT**

#### **Job Title/Classification/Condition of Employment**

1. Literacy Coach - 2016-2017 – Booker T. Washington
2. TL Pilot PT Teacher - 2016-2017 – East Dover Elementary School
3. Elementary Teacher - 2016-2017 – William Henry Middle School
4. Elementary Teacher - 2016-2017 – William Henry Middle School

### **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 September 21, 2016 School Board Meeting.

### **IV. RESIGNATIONS**

1. Resignations could occur up to the September 21, 2016 School Board Meeting.

### **V. PENSIONS**

#### **Disability/Service/Vested Pension**

1. Pensions could occur up to the September 21, 2016 School Board Meeting.

VI. EXPIRATION OF CONTRACT/TEMPORARY

1. None

VII. NON-RENEWAL/TERMINATION

1. None

**Classified Personnel September 21, 2016**

I. APPOINTMENTS

New – Regular

1. Custodians - 2016-2017 – Central Middle School
2. Office Paraprofessional - 2016-2017 – KCCS Main/BTW
3. School Safety Monitors - 2016-2017 – Dover High School

New – Temporary

1. Title I Paraprofessionals (PT/29 Hrs.) - 2016-2017 – North Dover
2. Special Education Para (PT/29 Hrs.) - 2016-2017 – Towne Point Elementary
3. Teacher Leader Paraprofessional (PT/29 Hrs.) – Towne Point Elementary
4. Pre-K Paraprofessionals (FT) - 2016-2017 – East Dover and Hartly
5. Title I Paraprofessionals (PT/29 Hrs.) - 2016-2017 – South Dover
6. Classroom Paraprofessionals (FT) - 2016-2017 – KCCS/BTW
7. Extra Support Paraprofessionals (FT) - 2016-2017 – KCCS
8. Instructional Paraprofessional (PT/29 Hrs.) - 2016-2017 KCSILC
9. Extra Support Paraprofessionals (PT/29 Hrs.) - 2016-2017 -Dover High
10. Title I Paraprofessional (PT/29 Hrs.) - 2016-2017 – Fairview Elementary
11. Extra Support Paraprofessional (PT/29 Hrs.) - 2016-2017 – Central Middle

Rehire – Regular

1. None

Rehire – Temporary

1. None

E.P.E.R.

1. District Employees
  - a. Operations Technician – Summer 2016 (5 days) – District Office
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 September 21, 2016 School Board Meeting.

IV. RESIGNATIONS

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V. PENSIONS

Disability/Service/Vested Pension

1. Pensions could occur up to the September 21, 2016 School Board Meeting.

VI. EXPIRATION OF CONTRACT/TEMPORARY

1. None

VII. NON-RENEWAL/TERMINATION/REDUCTION IN FORCE

1. None

- |      |   |       |
|------|---|-------|
| 2.02 | School Choice (Resolution No. 17-027)   | (A)   |
| 2.03 | Financial Reports – August 31, 2016 (Resolution No. 17-028)   | (A)   |
| 2.04 | Minutes –Minutes of executive and public sessions of regular Board of Education meeting August 17, 2016 (Resolution No. 17-029) | (A)   |
| 2.05 | Field Trips (Resolution No. 17-030)   | (A)   |
| 2.06 | Student Disciplinary Matters (Resolution No. 17-031)  | (A)   |
| 3.0  | <b>Action/Discussion/Information Items (A/D/I)</b>  |       |
| 3.01 | Change Order #1018 North East Contractors (Resolution No. 17-032)   | A/D   |
| 3.02 | Strategic Plan Update – Presentation of Strategic Intent 2 – Meeting the Needs of the Whole Child                               | (D/I) |
| 3.03 | Super Senator Day   | (D/I) |
| 3.04 | District Smarter Results  | (D/I) |
| 3.05 | District Access Results   | (D/I) |
| 3.06 | Title IX Coordinator and Investigator (Resolution No. 17-033)   | (A/D) |
| 3.07 | September 30 <sup>th</sup> Unit Count Update  | (D/I) |
| 3.08 | Legislative Priorities FY 17 (Resolution No. 17-024)  | (A/D) |
| 4.0  | <b>Adjournment</b>  |       |
| 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)**