

**CAPITAL SCHOOL  
DISTRICT**

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



**BOARD OF EDUCATION**

Matthew J. Lindell, President  
Sean P. M. Christiansen, Vice President  
John C. Martin, Jr.  
Ralph L. Taylor, Jr.  
Nauleen A. Perry

**PUBLIC ANNOUNCEMENT**

The Capital School District Board of Education will convene for its regular monthly meeting on Wednesday, November 18, 2015, 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: November 10, 2015

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, November 18, 2015  
Capital Administrative Center Room 105  
6:02 p.m.

6:02 PM

**I. Student Disciplinary Matters**

**II. Legal Matter**

**III. Personnel**

**a. Certified**

**b. Classified**

**IV. Administrative Contracts**

**V. Adjournment**

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

**Regular Board of Education Meeting**  
**November 18, 2015**

*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, November 18, 2015, 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 **School, Student and Staff Recognition**  
*SEARCH Graduates*  
*CMS FFA Students and Advisor*
- 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. 16-057)** (A)  
Board of Education Approval is recommended for administrative, certified and classified personnel as

listed, pending criminal reference checks and verification of certification as needed.

**Administrative Personnel – November 18, 2015**

I. Administrative Contracts

**Certified Personnel – November 18, 2015**

I. APPOINTMENTS

New – Regular

1. None

New – Temporary

1. Health/PE Teacher – 2015-201 - KCSILC
2. Special Education Teacher – 2015-2016 - KCSILC

Rehire – Regular

1. None

Rehire – Temporary

1. None

E.P.E.R.

1. 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 November 18, 2015 School Board Meeting.

IV. RESIGNATIONS

1. Resignations could occur up to the November 18, 2015 School Board Meeting.

V. PENSIONS

Disability/Service/Vested Pension

1. Pensions could occur up to the November 18, 2015 School Board Meeting.

VI. EXPIRATION OF CONTRACT/TEMPORARY

1. None

VII. NON-RENEWAL/TERMINATION

1. None

**Classified Personnel November 18, 2015**

I. APPOINTMENTS

New – Regular

1. None

New – Temporary

1. 1:1 Instructional Paraprofessional (PT/29) – 2015-2016 – KCSILC
2. Instructional Paraprofessionals (PT/29) – 2015-2016 – KCSILC

Rehire – Regular

1. None

Rehire – Temporary

1. None

E.P.E.R.

1. District Employees
  - a. None
2. Non-District Employees
  - b. None

## II. CHANGE IN ASSIGNMENT

Job Title/Classification/Condition of Employment

1. General Work to Cook – Child Nutrition – 11/16/15 – Dover High School
2. Lead worker to Cafeteria Manager – Child Nutrition – 11/16/15 – Towne Point
3. Cook to Lead Worker – Child Nutrition – 11/16/15 - WHMS

## 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 November 18, 2015 School Board Meeting.

## IV. RESIGNATIONS

1. Resignations could occur up to the November 18, 2015 School Board Meeting.

## V. PENSIONS

Disability/Service/Vested Pension

1. Pensions could occur up to the November 18, 2015 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. 16-058)  | (A) |
| 2.03 | Financial Reports – October 31, 2015 (Resolution No. 16-059)   | (A) |
| 2.04 | Minutes – Minutes of executive and public sessions of regular Board of Education meeting October 21, 2015 and Minutes of Special Board of Education Workshop/Retreat October 3, 2015 (Resolution No. 16-060) | (A) |

- 2.05 Field Trips (Resolution No. 16-061) (A)
- 2.06 Student Disciplinary Matters (Resolution No. 16-062) (A)
- 3.0 **Action/Discussion/Information Items (A/D/I)**
  - 3.01 Construction Update – KCCS/BTW, DHS Baseball/Softball Fields (D/I)
  - 3.02 Renovations Booker T. Washington Technology Bid Package (Resolution No. 16-063) (A/D)
  - 3.03 DART Bus Stop Dover High School (Resolution No. 16-037) (A/D)
  - 3.04 Calendar change KCCS students at Booker T. Washington Elementary and East Dover Elementary - Teacher Classroom Setup 1/4/16 - No School for Students (Resolution No. 16-064) (A/D)
  - 3.05 Leader in Me – Fairview Elementary School (D/I)
  - 3.06 East Preliminary Focus Plan (D/I)
  - 3.07 William Henry Middle School Locker Project Bids (Resolution No. 16-065) (A/D)
  - 3.08 Unit Count Report (D/I)
  - 3.09 Revisions Policy #700-25 Bus Conduct (Second Reading) (D/I)
- 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)**