

DOWNTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, January 11, 2017
7:00 p.m.

VISION DIRECTED AGENDA

VISION PLANK:	Improve Student Achievement
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VISION PLANK:	Improve Professional Development
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VISION PLANK:	Improve Technology
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VISION PLANK:	Improve Communication
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VISION PLANK:	Improve Fiscal Responsibility & Create Development Opportunities
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VISION PLANK:	Analyze Demographics & Seek to Understand Diversity
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- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. ROLL CALL**
- D. PUBLIC INPUT ON ACTION ITEMS** – (Public comment shall be limited to 5 minutes duration per Board Policy #903-Public Participation in Board Meetings.)
- E. SUPERINTENDENT’S REPORT**

- 1. Applause!! Applause!!
 - a. Tonight we recognize the achievements of LMS teacher Maria Gonzalez Tucker and her students. Ms. Gonzalez Tucker created a lesson resulting in student-designed bilingual coloring books. Students in two of her classes designed, colored and donated the coloring books. This lesson not only benefitted her students but also children who visit the recipient of the coloring books – the Community of Volunteers in Medicine center. As a result of this project, Ms. Gonzalez Tucker earned the Celebrate Literacy Award from the Chester County Reading Association (CCRA).
 - b. We are also recognizing the staff of Lionville Elementary School. Lionville Elementary School has been designated one of Pennsylvania’s top performing Title 1 schools and has earned the title “School of Distinction” for closing the achievement gap in the school. Congratulations to all and thank you for your efforts in this area.

F. REPORTS

- 1. Student Representatives
 - Alison Pond
 - Rhea Jain
 - Olivia Hunt
- 2. Student Life Report
 - Colleen Cranney
- 3. DARC
 - Colleen Cranney

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| 4. Governance Report | David Kring |
| 5. Education Foundation | Suzanne Simonelli |
| 6. Policy Report | Barbara Albright |
- The next Policy Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on February 1, 2017 in the James E. Watson Staff Development Room of the Administrative Office.
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| 7. Communities That Care | Jane Bertone |
| 8. Wellness Committee | Jane Bertone |
| 9. Intermediate Unit | Robert Yorczyk |
| 10. Legislative Committee | Robert Yorczyk |

G. OLD BUSINESS

H. CONSENT AGENDA

1. Approval of Minutes
 - a. Board Meeting – December 7, 2016
2. Approval of Disbursements
3. Approval of Financial Reports
 - a. Treasurers Reports
 - b. Tax Reports
 - c. Budget Reports
 - d. Activity Reports
 - e. Investment Accounts
 - f. Athletic Funds
4. Personnel
 - a. Approval of the Personnel items
 - b. PAREAP annual renewal at \$999 for the year 1-1-2017 through 12-31-17.
Comment: This is used for online advertising of professional staff positions.
5. Curriculum
 - a. Approval for disposal of:
 1. Bass (PV) and Cello case & bow (UH)
 2. Math materials (DHSW)
 - b. Approval of Turnitin Revision Assistant Pilot and Training
Total Cost - \$1,500.00
Funding Source: Curriculum
 - c. Approval of (80) copies of *Le Petit Prince* for STEM World Language department. Total Cost - \$560.00
Funding Source: Curriculum
6. Finance

- a. Approval of an agreement between Kristen Herzog, Ph. D. and DASD to conduct an independent educational evaluation for a student at Downingtown Middle School. Cost NTE \$4,000.00.
- b. Approval of Berkheimer OneSource’s Act 80 Comparison Report services for 2017. Cost NTE \$795.00. Services include automating and comparing the Act 80 records against Berkheimer’s Earned Income Tax file to determine records that do not belong in Downingtown Area School District.
- c. Approval to sell and, if there is no value, dispose of the following items: Regular Pianos, Digital Piano, Miscellaneous desks and tables, student desks and chairs, microscopes, office chairs.
- d. Approval of the following Budget or Fund Transfers – January 2017

<u>Transfer From Account #</u>	<u>From Account Name</u>	<u>Transfer To Account #</u>	<u>To Account Name</u>	<u>Amount</u>
3000-642	SM Reg Ed General – Workbooks	STS30P-329	SM STS Prof Dev – Prof Ed Services	\$3,000
3000-641	SM Reg Ed General – Textbooks			\$4,000
30VM-641	SM Vocal Music - Textbooks			\$250
Benchmarking and Data Days substitutes				
5900-840	Budgetary Reserve	110080-650	IT Instructional – Tech Supplies & Fees	\$2,738.52
Funding for Kajeet – Wifi access				
2400-610	LE Reg Ed General	CO-324	Staff Dev LE Principal	\$1,400.00
PAFPC 2017 Improving School Performance Conference				

7. Facilities

- a. East Ward New Gaga Pit
The Rotary Club has offered to build a new Gaga Pit at East Ward Elementary School, at no cost to the District. Specifics have been reviewed by Facilities.

8. Administrative

- a. Approval of the discipline of one high school student. The specific terms of the discipline shall be controlled by a written adjudication, incorporated herein by reference.

I. ACTION AGENDA

Personnel Report – Jane Bertone

The committee has reviewed and recommends Board approval of the following items by roll call vote:

1. Recommend approval of Agreement with employee #22088.
Comment: This item was discussed at the Personnel committee meeting.

2. Recommend approval of administration's proposed plan for reimbursement of course fees for coaches as recently mandated by PIAA.
Comment: This would be from now through the 2017-2018 school year. Coach must satisfy course requirements and successfully complete season in order to be eligible for reimbursement. Potential cost = \$95/coach.

The next Personnel Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on February 1, 2017 at the Administrative Office.

Curriculum Report – Suzanne Simonelli

The committee has reviewed and recommends Board approval of the following items:

1. Request approval of new musical instruments
Total cost - \$23,949.07
Funding Source: Curriculum
2. Request approval
 - a. Art Curriculum Update and Realignment for Grades K-8
 - b. Japanese IV course at DE and DW
3. Request approval of the District Calendar for 2017-18 (attachment)
4. Request approval of the Program of Study for DHSW and DHSE
5. Request approval of Brightbytes 12-month Technology & Learning SAMR. Total cost - \$4,514.40
Funding Source: Curriculum
6. Request approval of the following field trips:
 - a. One time:
 - i. DHSE 9-12 Art students to Fashion Institute of Technology, New York, NY on March 16, 2017.
 - ii. LMS 7-8 Science Club students to Echo Hill Outdoor School, Worton, MD from May 12 – 14, 2017.
 - b. Foreign exchange:
 - i. Grade 11-12 students to Denmark from March 1 -11, 2018.

The next Curriculum Committee Meeting is scheduled for 1:30 p.m. on February 7, 2017 in the James E. Watson Staff Development Room of the Administrative Office.

Finance Report – Carl Croft

The committee has reviewed and recommends Board approval of the following items by roll call vote:

1. Copier RFP's have been received for the 12 copiers listed below. Cost of all 12 is \$163,046.94. Breakdown below:

RECOMMENDATION FOR COPIER PURCHASE JANUARY 2017		
RICOH 8200		
DWHS	12,234.59	Over 175,000/month
DEHS	12,234.59	Over 175,000/month
DMS	12,234.59	Over 175,000/month
	36,703.77	CPC .0029
KONIKA 958		
PV	6,894.05	Under 175,000/month
LE	6,894.05	Under 175,000/month
UH	6,894.05	Under 175,000/month
WB	6,894.05	Under 175,000/month
SC	6,894.05	Under 175,000/month
LMS	6,894.05	Under 175,000/month
STEM	6,894.05	Under 175,000/month
	48,258.35	CPC.0035
COLOR RICOH 7100		
Copy/Print Room	50,891.59	CPC .03
B/W RICOH 8200 PRODUCTION		
Copy/Print Room	27,193.23	CPC .0029
	163,046.94	

2. Downingtown Area School District (the “District”) is party to a Real Estate Sales Contract dated July 11, 2016 and having an effective date of July 26, 2016 (the “Agreement of Sale”) relating to the sale by the District of Tax Map Parcel No. 3005-000306000 to NVR, Inc. (“NVR”). Under Section 4(d)(iii) of the Agreement of Sale, the District’s obligation to proceed to closing is contingent on the District having entered into an agreement for the acquisition of a replacement school site within six (6) months of the effective date of the Agreement of Sale which six (6) month period expires on January 26, 2017. The Land Planning Committee of the District has reviewed and recommends that the Board approve a request for waiver of the contingency contained in Section 4(d)(iii) of the Agreement of Sale.
3. Act 1 Budget Resolution – Approval of Resolution certifying the School Board will not increase the rate of the District’s real estate tax, or any other tax for the support of public education, for the 2017-2018 fiscal year, by an amount that exceeds the Act 1 index of 2.5%.
4. Request approval to enter into a contract (pending solicitor review and approval) with Advanced Protection Agency for the use of security guards at athletic events. The cost of the security guards would be \$24.00 per hour. Estimate of \$9,000 per year.

5. Approval of agreement with the PA Leadership Charter School to pay \$4,041.20 for special education tuition for a special education student who was erroneously billed at the regular education tuition rate in 2014/2015 (pending review and approval by solicitor). PA Leadership discovered the billing error in July 2016. Not discussed at the Committee of the Whole meeting.

The next Finance Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on February 1, 2017 in the James E. Watson Staff Development Room of the Administrative Office.

Facilities Report – Ted Rauth

The Committee has reviewed and recommends Board approval of the following items by roll call vote:

1. DWHS Transformer Replacement
Board approval is requested for issuance of a PO to DJVI in the lump sum amount of \$8,100 for professional engineering services to create the specifications and design documents for the replacement of the electric service transformer and re-circuiting the walk-in coolers to emergency power at Downingtown West High School.
(Capital Project List)
2. Lionville Station Road Farming Lease
Board approval is requested for a one-year extension to the Farming Lease with Sam Acker for the Lionville Station Road Property, beginning April 1, 2017 through March 31, 2018, with the same financial terms.
3. Weaver Property Farming Lease
Board approval is requested for a one-year extension to the Farming Lease with Martin Weaver for the Weaver Property, beginning February 1, 2017 through February 1, 2018, with new financial terms.
4. 409 Manor Avenue Renovations
Board approval is requested to make improvements to the home, owned by DASD, located at 409 Manor Avenue in the Borough, for use by students within DASD's secondary special education programs at a cost of approximately \$40,000.
5. Request authorization for the Chief Financial Officer to review terms, conditions and pricing for proposed Natural Gas Basis (NGB) contract(s) for natural gas accounts. Furthermore, the Board is requested to authorize the Chief Financial Officer to enter into contract(s) with NGB(s) based on this review of terms, conditions and pricing.

The next Facilities Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on February 1, 2017 in the James E. Watson Staff Development Room of the Administrative Office.

Technology Report – Jaime Mehler

The Committee has reviewed and recommends Board approval of the following items by roll call vote:

1. Request approval to enter into contract with CM3 to purchase & install security cameras per the CM3 Proposal for a not to exceed amount of \$255,536.00. The security cameras are for Beaver Creek Elementary School, Brandywine Wallace Elementary School, East Ward Elementary School, Shamona Creek Elementary School and West Bradford Elementary School to support the Elementary School Security Camera Project (Phase I).
 - a. Funding Source: Capital Funds
2. Request approval to purchase 3 PowerEdge R730xd camera servers & 10 OptiPlex computers for an amount not to exceed \$62,083.40. The PowerEdge R730xd camera servers and OptiPlex computers are for Beaver Creek Elementary School, Brandywine Wallace Elementary School, East Ward Elementary School, Shamona Creek Elementary School and West Bradford Elementary School to support the Elementary School Security Camera Project (Phase I).
 - a. Funding Source Capital Funds
3. Request the board to award the Elementary School Category 6 Network Wiring bid Option B to C & R Communications, Inc. for a not to exceed amount of \$67,965.00. The bid is to install wiring per bid specifications at Beaver Creek Elementary School, Brandywine Wallace Elementary School, East Ward Elementary School, Shamona Creek Elementary School and West Bradford Elementary School to support the Elementary School Security Camera Project (Phase I).
 - a. Funding Source: Capital Funds

The next Technology Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on February 1, 2017 in the James E. Watson Staff Development Room of the Administrative Office.

J. ANY OTHER ITEMS THAT REQUIRE THE ATTENTION OF THE BOARD

K. VISITORS – (Public comment shall be limited to 5 minutes duration per Board Policy #903-Public Participation in Board Meetings.)

L. INFORMATION

1. The following policies are submitted for public review and scheduled for approval on February 8, 2017:
 - a. 217.1 Graduation Requirements STEM Academy
2. Hand carried listing of attendance at overnight professional conferences.
3. School Board Meetings
In accordance with Act 93 of 1998 (Sunshine Law), the Board of School Directors met on the following dates in executive session to discuss items in one or more of the following areas: personnel, litigation, legal matters, confidential information, labor relations, real estate or land acquisition.
January 4, 2017
January 11, 2017

The next regular School Board Meeting is scheduled for:
Wednesday, February 8, 2017 at 7:00 p.m. in the James E. Watson Staff
Development Room of the Administrative Office.

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4. Enrollment Report

The attached enrollment report has been submitted from the district database as of
January 3, 2017.

M. ADJOURNMENT