

DOWNINGTOWN AREA BOARD OF EDUCATION
Meeting to be held virtually
Monday, April 6, 2020
6:30 p.m.

BOARD MEETING AGENDA

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. PUBLIC INPUT ON ACTION ITEMS – The Downingtown Board of Directors encourages public comment from its citizens. Each community member may speak for a period of no longer than 5 minutes (per BP# 903). Please understand that this is not a time for dialogue with the board; rather the board will listen to all comments and consider them in further deliberations. Our individual e-mail addresses are on the website if you'd like to contact your individual board representative. We ask that you please direct complaints of a personal nature regarding an individual employee directly to the superintendent.

E. SUPERINTENDENT'S REPORT

1. Applause!! Applause!!

- a. Congratulations to Dave Matyas and the entire Business Office staff for winning the Association of School Business Officials Meritorious Budget Award. This is the 15th year in a row that the district has won this award for excellence in preparation and presentation of the yearly budget.

The Downingtown Area School District budget is reviewed by a panel of experts from across the country to ensure that high standards are met, the budget document is transparent and easy to understand by the community, and the budget is presented from multiple viewpoints.

Of the 500 school districts in Pennsylvania, only 10 receive this award.

Our budget documents and other financial reports can be viewed on our website under the Business Office section.

We are very proud of this recognition and hope to continue our trend of budget awards for many years to come.

2. 2020 – 2021 Budget Presentation – Dr. Lonardi and Mr. Matyas

F. REPORTS

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|---------------------------|------------------|
| 1. Student Life Report | Director Blust |
| 2. Cultural Equity Report | Director MacNeal |
| 3. DARC | Director Kring |
| 4. Intermediate Unit | Director Kring |

- | | |
|--------------------------|------------------------|
| 5. Education Foundation | Director Gibson |
| 6. Legislative Committee | Director Gibson |
| 7. Communities That Care | Vice President Britton |
| 8. Wellness Committee | Director Ghrayeb |

G. OLD BUSINESS

H. CONSENT AGENDA

1. Approval of Minutes
 - a. Board Meeting – March 11, 2020
2. Approval of Disbursements
3. Approval of Financial Reports
 - a. Treasurers Reports
 - b. Tax Reports
 - c. Budget Reports
 - d. Activity Reports
 - e. Investment Accounts
4. Personnel
 - a. Approval of the Personnel items
 - b. Request approval of an agreement with Infinisource for COBRA administration services
 Total Cost: \$.40 per insured per month and \$3.00 per retiree per month
 Contract Dates: 7/1/20 – 6/30/23
 Funding Source: General Fund
 Budget Year: 2020 – 2021; 2021 – 2022; 2022 – 2023
 - c. Request approval of an agreement with Glassdoor
 Total Cost: \$12,000
 Contract Dates: 4/1/20 – 3/31/21
 Funding Source: Personnel Budget
 Budget Year: 2020 – 2021; 2021 – 2022
5. Curriculum
 - a. Request approval of the donation of a Nikon microscope and Fisher scientific-analytical balance to the district’s science department from Dr. Joanne Orth
 Donated Value: \$4,500
 Budget Year: 2019 – 2020
 - b. Request approval of an agreement with Dr. Dametraus Jagers for professional development sessions and training for building leadership and building equity team members on equity-centered leadership, equity-centered school environments, and bias
 Total Cost: NTE \$7,500
 Contract Dates: 4/8/20 – 6/30/20
 Funding Source: Assistant Superintendent Of Operations
 Budget Year: 2019 – 2020

- c. Request approval of the following field trip items:
Curricular:
 - 1. MC – Grade 6 – Paradise Farm Camps, Downingtown, PA – Sept/Oct 2020, one overnight per team – 2 class days missed

- 6. Policy
 - a. Approval of the following policies
 - 1. 222 Tobacco and Vaping Product
 - 2. AG Administrative Guideline: 222 Tobacco and Vaping Products
 - 3. 323 Tobacco Use
 - 4. AG Administrative Guidelines: 707 Use of Facilities
 - 5. AG Administrative Guidelines: 904 Public Attendance at School Events

I. ACTION AGENDA

Personnel Report – Director Wisdom

- 1. **Request approval per attached Release & Settlement of employee #22707**
- 2. **Request approval of a renewal agreement with Independence Blue Cross for a medical administrative fee agreement**
Total Cost: 2020-2021: \$38.61 per contract per month; 2021 – 2022: \$38.98 per contract per month; 2022 – 2023: \$40.16 per contract per month
 Contract Dates: 7/1/20 – 6/30/23
 Funding Source: General Fund
 Budget Year: 2020 – 2021; 2021 – 2022; 2022 – 2023
- 3. **Request approval of a renewal agreement with SwiftMD for telemedicine services**
Total Cost: \$3.41 per member per month
 Contract Dates: 7/1/20 – 6/30/21
 Funding Source: General Fund
 Budget Year: 2020 – 2021

Curriculum Report – Director Wisdom

- 1. **Request approval of an agreement with Illuminate Education for data and curriculum warehousing**
Total Cost: 2019 – 2020: \$10,000; 2020 – 2021: \$130,100; 2021 – 2022: \$128,000; 2022 – 2023: \$108,000
 Contract Dates: 4/7/20 – 6/30/23
 Funding Source: Curriculum
 Budget Year: 2019 – 2020; 2020 – 2021; 2021 – 2022; 2022 - 2023

Finance Report – Director Kring

- 1. **Request approval of furniture bids for the new Uwchlan Hills Elementary**

School

Total Cost: NTE \$700,000

Contract Dates: N/A

Funding Source: Capital Fund 33 Bond Fund

Budget Year: 2019 – 2020; 2020 – 2021

2. Request approval of furniture bids for the STEM Academy

Total Cost: NTE \$400,000

Contract Dates: N/A

Funding Source: Capital Fund 35 Capital Projects

Budget Year: 2019 – 2020

3. Accept the donation from the Lionville Middle School Home and School Association of a wi-fi enabled sound system for the gymnasium

Donated Value: \$1,940.76

Budget Year: 2019 – 2020

4. Request approval of following tax assessment appeal settlement: C&M 303 LP which is a commercial building occupied by Wayne Moving and Storage

The property has an assessment of \$3,739,500. The District appealed the property's 2019 tax year assessment.

The School District's appraiser, Valbridge, valued the property at a market value of \$8,800,000 for 2019 and \$9,200,000 for 2020. The property owner and School District have agreed on the following settlement: (1) for the tax year 2019, we agree to fair market value for the property of \$8,300,000, which is 94% of the School District's appraisal; (2) for the tax year 2020 for we agree to a fair market value of \$9,000,000, which is 98% of the School District's appraisal. These increased market values would result in a real estate assessment increase of \$518,400 to \$4,257,900 for 2019 and an increase of \$643,500 to \$4,437,000 for 2020. These increases would result in additional annual revenue to the District of approximately \$14,500 for 2019 and \$18,000 for 2020 and moving forward.

The property owner also has requested an agreement through counsel, whereby the School District and the property owner agree not to appeal the assessment for two years. Finally, the property owner will also discontinue its separate civil complaint challenging the School District's appeal on uniformity grounds.

Additional Annual Revenue: \$14,500 for 2019 – 2020

Additional Annual Revenue: \$18,000 for 2020 – 2021 and future years

Contract Length: N/A

Funding Source: General Fund

5. Request approval of following tax assessment appeal settlement: The 102 Pickering property is an 80,000 sq.ft. office building at the corner of Rt. 100 and Gordon Drive

The property is assessed for \$2,856,150, which is the result of a stipulated settlement of a tax assessment appeal filed by the property owner in 2014. The current assessment implies a market value of \$5,567,543 for 2019 and \$5,793,407 for 2020. The School District filed an appeal of the 2019 property taxes. The parties have agreed to settle the appeal for a market value of \$6,800,000 for the tax year 2019, which equates to an increase in the assessment of \$632,250 and additional annual revenue of \$17,700/yr.; and a market value of \$8,300,000 for tax year 2020 and moving forward, which equates to an increase in the assessment of \$1,235,750 and additional annual revenue of \$34,600/yr. In addition, both parties agree not to appeal the property's tax assessment for a period of two years. Finally, the property owner has requested a period of time to remit the additional tax due to the School District based on the stipulated assessment for the tax year 2019 not to exceed six months.

Additional Annual Revenue: \$17,700 for 2019 – 2020

Additional Annual Revenue: \$34,600 for 2020 – 2021 and future years

Contract Length: N/A

Funding Source: General Fund

6. **Request approval of the 2020 – 2021 Chester County Intermediate Unit Core Services budgets in the amount of \$29,082,576**
7. **Request approval of the 2020 – 2021 Chester County Intermediate Unit Occupational Education Budget in the amount of \$30,011,584**

Facilities Report – Vice President Britton

1. **Request approval of a contract with 3B Services, the apparent low bidder for the boiler replacements at Beaver Creek Elementary School**
Total Cost: \$367,000
Contract Dates: 4/7/20 – 6/30/20
Funding Source: Capital Budget
Budget Year: 2019 – 2020
2. **Request approval of a contract with Greg A. Vietri, Inc., the apparent low bidder for the emergency generator replacement at Downingtown High School East**
Total Cost: \$187,430
Contract Dates: 4/7/20 – 6/30/20
Funding Source: Capital Budget
Budget Year: 2019 – 2020
3. **Request approval of a contract with 3B Services, the apparent low bidder for the boiler replacements at Downingtown High School East**
Total Cost: \$667,600
Contract Dates: 4/7/20 – 6/30/21
Funding Source: Capital Budget
Budget Year: 2020 – 2021

Technology Report – Director Kring

1. **Request approval to purchase A/V components for all classrooms and large-group spaces for the new Uwchlan Hills Elementary and STEM Academy**
Total Cost: NTE \$185,000
 Funding Source: Capital Budget
 Budget Year: 2020 – 2021
2. **Request approval to purchase all network infrastructure hardware including switches, UPS battery backup units and associated cables for the new Uwchlan Hills Elementary and STEM Academy**
Total Cost: NTE \$85,000
 Funding Source: Capital Budget
 Budget Year: 2020 – 2021
3. **Request approval to purchase 1150 tablets for the sixth-grade 1:1 program and 1800 tablets for K-5 carts**
Total Cost: NTE \$985,300
 Funding Source: Capital Budget
 Budget Year: 2020 – 2021
4. **Request approval to purchase 1225 laptops for the ninth grade 1:1 program**
Total Cost: NTE \$1,160,625
 Funding Source: Capital Budget
 Budget Year: 2020 – 2021

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

1. Continuity of Education Plan relative to COVID-19

K. VISITORS – The Downingtown Board of Directors encourages public comment from its citizens. Each community member may speak for a period of no longer than 5 minutes (per BP# 903). Please understand that this is not a time for dialogue with the board; rather the board will listen to all comments and consider them in further deliberations. Our individual e-mail addresses are on the website if you'd like to contact your individual board representative. We ask that you please direct complaints of a personal nature regarding an individual employee directly to the superintendent.

L. INFORMATION

1. The following policies are submitted for public review and scheduled for approval on May 13, 2020:
 - a. AG Administrative Guideline: 810 Transportation
2. 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, school security, real estate or land acquisition.

April 1, 2020

April 6, 2020

The next Committee of the Whole meeting is scheduled for May 6, 2020, starting at 6:30 p.m. Meeting will be held virtually.

The next regular School Board Meeting is scheduled for Wednesday, May 13, 2020, starting at 6:30 p.m. Meeting will be held virtually.

3. Enrollment Report

The attached enrollment report has been submitted from the district database as of April 1, 2020

M. ADJOURNMENT