

DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, November 9, 2016
7:00 p.m.

NOTES

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

Mrs. Cranney called the meeting to order at 7:02 p.m. in the James E. Watson Staff Development Room.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Ms. Albright
Mrs. Bertone
Mrs. Cranney
Mr. Croft
Mr. Kring
Mrs. Mehler
Mrs. Simonelli
Mr. Yorczyk

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. Catherine Li, a Junior at the Downingtown STEM Academy is a national champion! Catherine took first place in the Introduction to Information Technology category at the FBLA National Leadership Conference in Atlanta. More than 9,380 of America’s best and brightest high school students traveled to the Peach State to connect with top future business leaders and showcase their talents as they competed for the opportunity to win more than \$179,000 in cash awards.
- b. Lionville Elementary School was one of the first schools to plant a vegetable garden. The garden has continued to grow and flourish each year thanks to the students, staff, volunteers and family members who

take great care to ensure that the garden thrives over the hot summer months. Tonight we honor the Lionville School Community for bringing in a record harvest this year of 1120 pounds of produce that was donated to local food banks. We also congratulate them on receiving a Lowe's Grant to purchase a 4 by 8' shed garden shed.

- c. Tonight we honor DHSW Senior Aislinn Devlin on her first place finish as the 2016 PIAA AAA Girls Cross Country State Champion.

F. REPORTS

1. Student Representatives Alison Pond
Rhea Jain
Olivia Hunt
2. Student Life Report Colleen Cranney
No report. Next meeting November 17, 2016. Mrs. Yenser and Mr. Blow to attend to discuss the 1-1 initiative.
3. Governance Report Jaime Mehler
Several board members attended the recent PSBA conference. They attended the Blended Learning presentation by Kristie Burk. Board members will be attending the NSBA conference in Denver in the spring. Mrs. McGlone and Mrs. Cranney will be presenting a program titled "Trending on Facebook". Superintendent search is ongoing. Questions have been developed from the input of the recent focus group meetings. December 7th Board meeting will be the annual board reorganization.
4. Education Foundation Suzanne Simonelli
No report.
5. DARC Barbara Albright
No report. Next meeting on November 17.
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 November 30, 2016 in the James E. Watson Staff Development Room of the Administrative Office.
7. Facilities Report Jane Bertone
The next Facilities Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on November 30, 2016 in the James E. Watson Staff Development Room of the Administrative Office.
8. Communities That Care Jane Bertone
CTC fundraising dinner on Saturday night at Hilton Garden Inn in Exton. They are working to raise additional money needed for Chris Herron to come speak to all of our students at all three of our high schools. It's also hoped they can purchase additional Goggles that show the effects of Marijuana. If you did not respond to the invitation you received please do so at dtownctc@gmail.com . They would still like to include as many board members as possible. Also it is again time for the sticker

campaign the students participate in where they go to beer distributors and attach “Parents who host lose the most” on beer cases.

9. Wellness Committee Jane Bertone
Tina Forsythe and Bethann Cinelli met with Joint Home and School to review the initiatives and goals for each of the school buildings. Also as a point of information, for board members who are interested, there is a Schoology group that the board can access that explains what our schools are currently working on in Health and Wellness. Next meeting of the Advisory Council is Monday, November 14th, from 11-12 at Trestle Place.
10. Intermediate Unit Robert Yorczyk
Meeting held at the CDC in Coatesville on October 19. Approved license with Brandywine Hospital for the Allied Health Program. CCIU will run the Countywide Negotiation program on November 29 from 6:30 – 9 p.m. Board Meeting next week
11. Legislative Committee Robert Yorczyk
No report.

G. OLD BUSINESS

H. CONSENT AGENDA

On a motion by Mrs. Bertone, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved the consent agenda.

1. Approval of Minutes
 - a. Board Meeting – October 11, 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. Approval of merit pay for Administrators per the terms of the Act 93 compensation plans for the 2015-2016 school year.
 - c. Approval of Agreement with SOS Group for temporary substitute support staff pending solicitor review of the contract. Rate for daily Program Aide would be billed to district at \$136.50/aide.
Comment: Other support positions would be billed at the District hourly rate minus \$.50 plus 30%.
5. Policy

- a. Approval of the following policies
 - 1. AG Administrative Guidelines for 208: Withdrawal from School
 - 2. 229 Student Fundraising
- 6. Finance
 - a. Approval of settlement with the Department of Human Service for the 2012/2013 Cost Settlement Process based on the District's appeal dated 9/26/14. The amount due to the DHS for the overpayment of the 2012/2013 Medical Access claims is reduced from \$40,095.77 to \$4,994.82.
 - b. Approval of an extension (November 1, 2016 to October 31, 2017) to the listing contract with Berkshire Hathaway Home services Fox & Roach Realtors (Ed Ritti) for the property located at Horseshoe Pike/ Route 322/ Bollinger Road, East Brandywine Twp., Chester Co., PA (known as the Weaver Tract) at 6% commission, as well as the property on Lionville Station Rd. Uwchlan Township Chester Co. PA. (known as the Siemens Tract) at 2% commission.
 - c. Approval of an agreement with Dr. Lou Bevilacqua of Sanare Today to conduct one hour of parent training at a cost of \$200.
 - d. Approval of the following budget or fund transfers:

<u>Transfer From</u> <u>Account #</u>	<u>From Account Name</u>	<u>Transfer To</u> <u>Account #</u>	<u>To Account Name</u>	<u>Amount</u>
5900-840	Budgetary Reserve	217001-330	Student Acctg Services – Other Prof Services	\$7,500
For Child Accounting Detective Services				
104600-450	FAC – Cap Improvements Construct Services	104400-330	Arch/Enginr-Prlim Exist	\$10,000
To fund preliminary Architect Services for UH				

I. ACTION AGENDA

Personnel Report – Jaime Mehler

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

- 1. On a motion by Mrs. Mehler, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved the termination of employee #22666 effective 11/9/2016.
Comment: This was discussed at the Committee of the Whole Meeting.
- 2. On a motion by Mrs. Mehler, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved an Agreement with Swift MD for telemedicine services pending solicitor review of the contract. Initial Agreement would be for a term of 19 months, December 1, 2016 through June 30, 2018. Billing rate is \$3.65 per

eligible employee per month with the first month free. Total estimated cost is \$79,103 for the term of the Agreement.

Comment: Eligible employees would be those covered under the District medical plans and their dependents covered under the plan.

3. On a motion by Mrs. Mehler, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved the position of Secretary for Pupil Services change from a part-time position to a full-time position effective immediately.

Comment: The Department currently is seeking to fill the part-time vacancy and will now be able to fill as a full-time support position for special education services.

The next Personnel Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on November 30, 2016 at the Administrative Office.

Curriculum Report – Suzanne Simonelli

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

1. On a motion by Mrs. Simonelli, seconded by Mr. Croft, the Board, on a roll call vote, unanimously approved the following (Agenda items 1, 2, 4 and 5 combined):
 - a. Family & Consumer Science curriculum
 - b. Library curriculum
 - c. Tech Ed New Course Proposals: Photo4 and VideoApps2
 - d. Course description changes for Tech Ed courses: Energy & the Environment and Science of Technology
2. On a motion by Mrs. Simonelli, seconded by Mr. Kring, the Board, on a roll call vote, unanimously approved the purchase of (2) class sets of Keystone Finish Line workbooks for Biology Level II course. Total cost \$1,500.80
Funding Source: Curriculum
3. On a motion by Mrs. Simonelli, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved Workbenches and Cabinets for PLTW classes
DHSW: Total Cost \$9,771.62
DHSE: Total Cost \$10,281.25
Funding Source: Curriculum Capital
4. On a motion by Mrs. Simonelli, seconded by Mr. Kring, the Board, on a roll call vote, unanimously approved the Asset Science STEM Emersion Planning Service
Total cost \$3,595.00
Funding Source: Curriculum
5. On a motion by Mrs. Simonelli, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved the disposal of:
 - a. Colibri Book Cover System
 - b. Keyboard (BC) and Piano (EW)
6. On a motion by Mrs. Simonelli, seconded by Mrs. Mehler, the Board, on a roll call vote, approved the Banks of Field Trips by a vote of 7-0-1 with Mrs. Cranney abstaining.

7. On a motion by Mrs. Simonelli, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved the following one time approvals:
 - i. DMS Grade 7 Science/Ecology Club to Cape Cod, MA from May 5 – 7, 2017 or May 19 – 21, 2017
 - ii. STEM Grades 9-12 DECA to Hershey, PA from February 22 – 24, 2017
 - iii. DEHS Grades 9-12 Theater Arts to PA State Thesbian Conference at Central York High School from December 1-3, 2016.
 - iv. STEM, DHSE, DHSW Grade 9-12 to Costa Rica in June, 2018.

The next Curriculum Committee Meeting is scheduled for 1:30 p.m. on December 6, 2016 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. On a motion by Mr. Croft, seconded by Mr. Kring, the Board, on a roll call vote, unanimously approved a waiver agreement and release with the parents of a special education student in accordance with the due process resolution mandated from ODR in the amount of \$160,000.00 for tuition reimbursement and \$60,000.00 in parent attorney fees.
2. On a motion by Mr. Croft, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved a settlement agreement and release with the parents of a high school special education student who filed an ODR claim in the amount of \$20,000.00 for compensatory education and \$15,000.00 in parent attorney fees.

The next Finance Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on November 30, 2016 in the James E. Watson Staff Development Room of the Administrative Office.

Technology Report – Jane Bertone

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

1. On a motion by Mrs. Bertone, seconded by Mr. Croft, the Board, on a roll call vote, unanimously approved issuing a wiring bid package for the Elementary School Security Camera Project at the following locations (Phase I): Beaver Creek, Brandywine Wallace, East Ward, Shamona Creek and West Bradford. The project is scheduled to be completed in Spring 2017.
2. On a motion by Mrs. Bertone, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved the purchase of PrinterLogic software at a cost not to exceed \$19,000.
 - a. Funding Source: Operating Budget

3. On a motion by Mrs. Bertone, seconded by Mrs. Simonelli, the Board, on a roll call vote, unanimously approved the purchase of two digital sound consoles, necessary wiring and accessories for Downingtown Middle School and Lionville Middle School cafeteriums in an amount not to exceed \$15,000.
 - a. Funding Source: Capital Budget

The next Technology Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on November 30, 2016 in the James E. Watson Staff Development Room of the Administrative Office.

Administrative Action

1. On a motion by Mr. Yorczyk, seconded by Mr. Kring, the Board, on a roll call vote, unanimously approved the July 1, 2017 – June 30, 2020 Comprehensive District Level Plan.
2. PSBA Liaison: Mrs. Bertone volunteered to be the PSBA Liaison. Mrs. Cranney discussed a call she received from Mark Miller President elect for PSBA. He asked whether a Downingtown Board Member would be interested in a PSBA cabinet position. Mr. Croft expressed interest. He will review the website for further information regarding position duties.

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

1. On a motion by Mr. Kring, seconded by Mrs. Simonelli, the Board, on a roll call vote, approved to authorize the CCIU to advertise for the new Superintendent in a NTE amount of \$5,000 by a vote of 5-3, with Ms. Albright, Mrs. Bertone and Mrs. Cranney voting no.
2. Dr. Mussoline requested the board waive the facilities use fee for the recent CMMD event held this past weekend at DHSW. The district did not provide the scheduled service in a timely manner. On a motion by Mrs. Bertone, seconded by Mrs. Simonelli, the Board, on a voice vote approved waiving the facilities use fee and only charge for the time of the facilities staff member for this event.

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 December 7, 2016:
 - a. AG Administrative Guidelines for 707: Use of Facilities
 - b. AG Administrative Guidelines for 227: Controlled Substances.Paraphernalia
 - c. AG Administrative Guidelines for 618: Student Activity Funds
 - d. 823 Naloxone
 - e. 217 Graduation Requirements for DHSE and DHSW
 - f. AG Administrative Guidelines for 208: Student Withdrawal

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.

October 26, 2016

November 2, 2016

November 9, 2016

The next regular School Board Meeting is scheduled for:

Wednesday, December 7, 2016 at 7:00 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

4. Enrollment Report

The attached enrollment report has been submitted from the district database as of November 1, 2016.

M. ADJOURNMENT

On a motion by Mr. Yorczyk, seconded by Mr. Croft, the Board, agreed to adjourn at 8:05 p.m.

Respectfully submitted,

Virginia B. Warihay
School Board Secretary