

DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, January 11, 2017
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 7:04 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
Mr. Rauth
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. 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).

positive prom messaging contest is back this spring for both juniors and seniors! Hoping to spread the word to hundreds more (juniors) on the dangers of impaired driving. Special thanks to Dr. Patty Bell at DHSW as CTC is working with her to be able to pilot a full-fledged 40 hour graduation project on the “Parents who Host Campaign”. Next CTC meeting is next Tuesday, January 17th 12:30 at Trestle Place.

8. Wellness Committee Jane Bertone
For the 2016-2017 school year, our 5th Annual Mascot Madness will run from January 30, 2017 to February 17, 2017. In the upcoming PDE Administrative On-Site Review, which will be sometime in March, the reviewers will visit several school locations for an in-depth review, interviewing key positions. They will be looking at food service during breakfast and lunch, compliance with our Wellness Policy regarding any food and beverage sales including school stores, vending, fundraisers, as well as foods available for classroom or schoolwide parties. The DASD Wellness Report for 2015/16 has been posted on the DASD website - Our District - Health and Wellness.
The next Wellness meetings will be Monday January 23rd.
Wellness Advisory Committee - 11:00 AM
Guest Speaker: Don McCown, WCU on Mindfulness
School Health Councils - 2:40 PM for HS and MS
3:40 PM - ES and MC

9. Intermediate Unit Robert Yorczyk
No meeting held in December.

10. Legislative Committee Robert Yorczyk
Meeting held in January. All bills not acted on last year now have to be reintroduced. Senator Dinniman stated they hope to have legislation for PSERS this session.

G. OLD BUSINESS

H. CONSENT AGENDA

On a motion by Mrs. Bertone, seconded by Mr. Croft, the Board, on a roll call vote, unanimously approved the 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 Herzel, 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. On a motion by Mrs. Bertone, seconded by Mrs. Mehler, the Board, on a roll call vote, unanimously approved the Agreement with employee #22088.
Comment: This item was discussed at the Personnel committee meeting.
2. On a motion by Mrs. Bertone, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved the 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. On a motion by Mrs. Simonelli, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved new musical instruments. Total cost - \$23,949.07
Funding Source: Curriculum
2. On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the following curriculum:
 - a. Art Curriculum Update and Realignment for Grades K-8
 - b. Japanese IV course at DE and DW
3. On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the District Calendar for 2017-18 (attachment)

Mrs. Cranney reported a suggestion to perhaps form a Calendar Committee of teachers, administration, parents and community to draft a district calendar next year.

4. On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the Program of Study for DHSW and DHSE
5. On a motion by Mrs. Simonelli, seconded by Mr. Kring, the Board, on a roll call vote, unanimously approved Brightbytes 12-month Technology & Learning SAMR. Total cost - \$4,514.40
Funding Source: Curriculum
6. On a motion by Mrs. Simonelli, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved 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.
7. On a motion by Mrs. Simonelli, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved the donation of T-82 calculators that have been replaced with T-84 models. The T-82 calculators have little to no resale value.

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. On a motion by Mr. Croft, seconded by Mr. Kring, the Board, on a roll call vote, unanimously approved the purchase of 12 copiers listed below. Cost of all 12 is \$163,046.94.

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. On a motion by Mr. Croft, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved a request for waiver of the contingency contained in Section 4(d)(iii) of the Agreement of Sale as recommended by The Land Planning Committee of the District.

Comment: 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..

3. On a motion by Mr. Croft, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved the 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. On a motion by Mr. Croft, seconded by Mrs. Simonelli, the Board, on a roll call vote, unanimously approved entering 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. On a motion by Mr. Croft, seconded by Mr. Yorczyk , the Board, on a roll call vote, unanimously approved an 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

On a motion by Mr. Rauth, seconded by Mrs. Simonelli, the Board, on a roll call vote, unanimously approved 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

On a motion by Mr. Rauth, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved 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.

Mr. Rauth asked Mr. Dontalli if approving the Acker Farming Lease would compromise approval of the new finance terms on the following motion for the Weaver Property. Mr. Croft explained each property is a different farming operation and in different locations. It was mentioned that lease rates were the same last year. Mr. Donatelli stated he would generally advise consistent rental rates.

3. Weaver Property Farming Lease

On a motion by Mr. Rauth, seconded by Mrs. Simonelli, the Board, on a roll call vote, approved 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 by a vote of 7-2, with Mr. Rauth and Mrs. Bertone voting no.

4. 409 Manor Avenue Renovations

On a motion by Mr. Rauth, seconded by Mrs. Simonelli, the Board, on a roll call vote, unanimously approved making 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. On a motion by Mr. Rauth, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved 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. On a motion by Mrs. Mehler, seconded by Mrs. Bertone, the Board, on a roll call vote, approved entering into contract with CM3 to purchase & install security cameras per the CM3 Proposal for a not to exceed amount of \$255,536.00 by a vote

of 8-1, with Mrs. Simonelli voting no. 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. On a motion by Mrs. Mehler, seconded by Mrs. Bertone, the Board, on a roll call vote, approved the purchase of 3 PowerEdge R730xd camera servers & 10 OptiPlex computers for an amount not to exceed \$62,083.40 by a vote of 8-1, with Mrs. Simonelli voting no. 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. On a motion by Mrs. Mehler, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved award of 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 by a vote of 8-1, with Mrs. Simonelli voting no. 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.)

Karen DeFazio (West Bradford) – Inquired about the availability of position papers with regard to Full Day Kindergarten in the district. Mrs. Cranney stated the decision for no full day kindergarten in the district is purely fiscal. Mrs. Warihay will search to determine if there is a document with regard to full day kindergarten.

Robert Armstrong (Wallace) – Mr. Armstrong again addressed the board regarding length of bus rides for non-public students. He introduced other parents who addressed their child’s transportation. He distributed copies of a data analysis and examples based on his analysis of DASD route documents requested through a Right to Know request.

Kate Robinson (Upper Uwchlan) – Students attend Collegium Charter School. Outlined times of routes AM: 5:45 a.m. pick up and 6:35 a.m. arrival at school. PM route states arrival should be 4:45 p.m. The reality is a 5:15 – 5:30 p.m. drop off. She discussed 8 buses that go to a transfer center with only Collegium students on board. Could some

efficiencies not be gained by eliminating this stop? Just asking for collaboration and discussion to find efficiencies.

Heather Stieger (East Brandywine) – Outlined times for her Collegium students. 6:30 a.m. pick up for an 8:15 start at school. 3:45 pick up and arrival home at 5 p.m. Want fairness with public runs.

Joy Makoid (West Pikeland) – Read an email her son sent to Mrs. Bertone last year requesting adjustments to bus 92 run times. In particular, the afternoon run.

Mr. Armstrong reviewed documents previously distributed and requested a vote on adjustments at the next school board meeting.

Mr. Donatelli advised Mr. Armstrong he would not recommend to the board that they have any requirement to act on a legislative matter until they have conducted a thorough review. He outlined the process the board follows.

Mr. Fazio discussed recent staffing changes in the transportation department. He also indicated he has directed a study underway to review all runs over an hour in length. Review of the longest ones will be done first. Bus 92 is one of these runs. Mr. Fazio indicated he could not promise that Mr. Armstrong’s run would be one of the runs addressed. Mr. Fazio also indicated non-public runs will never be completely competitive with public runs given the sheer distance that must be covered.

Jared Provencher (MC6GC Student) – Mr. Provencher discussed a community service project at the Marsh Creek 6th Grade Center titled “Agent of Change”. Students are asked to research an issue and help with change. Examples provided were poverty, hunger and environmental pollution. His focus will be poverty. He came to ask the board for their help with a fundraiser. The board expressed their interest in helping and asked him to have Principal Mulvey forward information to them.

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.

 - December 14, 2016
 - January 4, 2017
 - January 9, 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.

d

4. Enrollment Report

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

M. ADJOURNMENT

On a motion by Mr. Yorczyk, seconded by Mr. Croft, the Board, agreed to adjourn at
9:02 p.m.

Respectfully submitted,

Virginia B. Warihay
School Board Secretary