

**DOWNINGTOWN AREA BOARD OF EDUCATION**  
**Administrative Office James E. Watson Staff Development Room**  
**Wednesday, February 8, 2017**  
**7:00 p.m.**

**NOTES**

<b>VISION PLANK:</b>	<b>Improve Student Achievement</b>
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<b>VISION PLANK:</b>	<b>Improve Professional Development</b>
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<b>VISION PLANK:</b>	<b>Improve Technology</b>
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<b>VISION PLANK:</b>	<b>Improve Communication</b>
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<b>VISION PLANK:</b>	<b>Improve Fiscal Responsibility &amp; Create Development Opportunities</b>
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<b>VISION PLANK:</b>	<b>Analyze Demographics &amp; Seek to Understand Diversity</b>
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**A. CALL TO ORDER**

Mrs. Cranney called the meeting to order at 7:00 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. The Lionville Middle School Future Cities Team has once again won the Philadelphia Regional Future Cities Competition. This is the third year in a row that the LMS team has placed first in this event. DMS also made the finals, gaining an Honorable Mention award. LMS students and coach Guy Raines, will head to Washington to compete in the national competition. We wish them luck as they move on in the competition.
- b. We congratulate Mr. Nowak who was recently honored by former student Brett Gerry. Mr. Gerry established a new scholarship fund for the 2016-17 school year – the Jerome Nowak Scholarship Trust, in honor of Mr. Nowak, who was his high school cross country coach and a widely acclaimed teacher of technology education at Downingtown



Meeting held last night. Governor's budget was presented. Also discussed proposed Property Tax Elimination. Bill has not been written.

**G. OLD BUSINESS**

**H. CONSENT AGENDA**

On a motion by Mrs. Bertone, seconded by Mr. Kring, the Board, on a roll call vote, unanimously approved the consent agenda with three wording additions (bolded below) by Mrs. Simonelli.

1. Approval of Minutes
  - a. Board Meeting – January 11, 2017
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. Lionville Elementary School – Additional aide time requested to support grade level  
Comment: First grade exceeding maximum numbers, recommending aide support per Board guidelines.
5. Curriculum
  - a. Request approval of agreement between DASD and SCOIR to provide college and career exploration online tool for secondary students at no cost
  - b. Request approval of Follett Reading Program Lexile Solution  
Total cost – \$1,014.90 – Maintenance Year 2 - \$759.90  
Funding Source: Curriculum General
  - c. Request approval for World Language PD proposal  
Total Cost - \$395.00  
Funding Source: Curriculum General
  - d. Request approval of PASCO Capstone **lifetime** License  
Total Cost - \$483.06  
Funding Source: Curriculum General
  - e. Request approval for Kognity online textbook for the IB Program at STEM – Total cost - \$300.00 for **2**-month trial  
Funding source: Curriculum General
  - f. Request approval for repair parts for sousaphones at DE  
Total Cost - \$432.00  
Funding Source: Curriculum General
  - g. Request for disposal of
    1. Science materials **and textbooks**
    2. Computer Science textbooks
    3. Music Textbooks

6. Policy

- a. Approval of the following policy
  - 1. 217.1 Graduation Requirements STEM Academy

7. Finance

- a. Approval of an Agreement with Pennsylvania Trust to have Conrad Siegel Actuaries provide required GASB 45 actuarial valuation services for the 6/30/17 financial statements for a fee of \$7,775. This is a renewal of a previous agreement, the valuation is done every two years. The fee is unchanged from the previous agreement. GASB 45 is the accounting standard that requires the District to recognize a financial statement liability for post-employment healthcare benefits for current employees and retirees.
- b. Approval of the Mutual Settlement Agreement and Release, In re: Hayes Large Architects (Bankr. W.D.Pa. Case No. 14-70743), between Lisa A. Swope, Chapter 7 Trustee for Hayes large Architects, LLP and the Downingtown Area School District.
- c. Approval of a contract between DASD and Devereux CARES consultants to provide consultative services to our secondary special education programs. Cost of contract NTE \$6,720.00.
- d. Approval of the Easement Agreement between the Downingtown Area School District and Diament Building Corp for sewer lines and related accessory facilities across and under a strip of land adjacent to the Springton Manor Elementary School in the form attached.
- e. 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>
238081-610	Principal DEHS – General Supplies	8112TRAN-513	DEHS Music Tran – Contracted Carriers	\$10,505.12
Transportation for DEHS band. (Athletic games, parades, and competitions). Money is in DEHS budget, but Transfer needed to place money in the proper account. Transportation cost consistent with prior years.				

8. Administrative

- a. Approval of the following board members to attend NSBA Annual Conference from March 25 – 27, 2017: Barbara Albright, Jane Bertone, Colleen Cranney, Jaime Mehler, Suzanne Simonelli

**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 Ms. Albright, the Board, on a roll call vote, approved an Onsite Summer Programs Coordinator certified administrator to oversee the elementary summer programs (ESY & Camp Success at East Ward) by a vote of 7-1, with Mrs. Simonelli voting no. Rate and hours consistent with teachers in the programs (\$3078 stipend - based on \$38/hour).
2. On a motion by Mrs. Bertone, seconded by Ms. Albright, the Board, on a roll call vote, approved 20 hours/week of clerical support at STEM by a vote of 6-2, with Mrs. Simonelli and Mr. Croft voting no.
3. On a motion by Mrs. Bertone, seconded by Mr. Croft, the Board, on a roll call vote, unanimously approved the addition of one temporary special education teacher to support caseloads at maximum levels. This will be filled through STS from now through June.
4. On a motion by Mrs. Bertone, seconded by Mrs. Simonelli, the Board, on a roll call vote, approved adding one full-time Site Services Technician effective immediately by a vote of 6-2, with Mrs. Simonelli and Mr. Croft voting no. This is part of a larger IT staffing plan that will be part of the 2017-2018 budgeting process.
5. On a motion by Mrs. Bertone, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved a contract with Andrew Danilchick for Executive Coaching Work to be performed between February 9 and June 1, 2017 for a cost not to exceed \$10,000.
6. On a motion by Mrs. Bertone, seconded by Mrs. Simonelli, the Board, on a roll call vote, approved a JV-B/Freshman coach and assistant coach for DHSE and DHSW Boys Lacrosse starting in the Spring 2017, if there are enough participants to form a team, by a vote of 8-1, with Mrs. Bertone voting no.

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

**Policy Report** - Barbara Albright

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

1. On a motion by Ms. Albright, seconded by Mrs. Simonelli, the Board, on a roll call vote, approved AG-Administrative Guidelines for 707: Use of Facilities by a vote of 6-2, with Mr. Yorczyk and Mrs. Bertone voting no.

The next Policy Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on March 1, 2017 in the James E. Watson Staff Development Room of 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 Mrs. Bertone, the Board, on a roll call vote, approved Class Link Annual Licenses for all staff and high school students for approximately 5650 users at a Total Cost Not to Exceed – \$19,775.00 and a pilot for elementary and middle level at no cost to the district by a vote of 7-1, with Mrs. Simonelli voting no.
  - Funding Source: Curriculum Instructional Software
  
2. On a motion by Mrs. Simonelli, seconded by Mrs. Mehler, the Board, on a roll call vote, unanimously approved the following One time field trips:
  - a. DHSE 12 Natural Disasters Class to Citizens Bank Park Weather Education Day, Philadelphia, PA on May 10, 2017.
  - b. LMS 7-8 Technology Education students to Franklin Institute, Philadelphia, PA on March 30, 2017.
  - c. STEM 10 Class of 2019 to Museum of Natural History, New York, NY on April 27, 2017.
  - d. LMS Team 8A to various Annapolis sites, Annapolis, MD on April 10, 2017.
  - e. DHSE/DHSW 9-12 Band to Baltimore St. Patrick Parade, Baltimore, MD on March 12-13, 2017.
  - f. WB Grade 4-5 Art to Brandywine River Museum, Chadds Ford, PA on May 8, 2017.
  - g. LMS 8 Future Cities to National Competition, Washington, D.C. on February 20-21, 2017.
  - h. STEM 9-12 HOSA to HOSA State Leadership Conference, Lancaster, PA on March 8-10, 2017.
  - i. DHSE 9-12 Model UN to Model UN Conference, Washington, D.C. on March 2-5, 2017.
  - j. DW LINK to South Mountain YMCA, Wernersville, PA on April 21-23, 2017.
  - k. MC6 Drama Club to DMS to see the production of *Annie* on February 10, 2017.

The next Curriculum Committee Meeting is scheduled for 1:30 p.m. on March 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 renewal of a contract with A Child’s Place.
  - a. Before and after school care and Kindergarten enrichment.
    - i. Year 1 - \$180,000.00 (This represents an increase of \$45,000.00 per year).
    - ii. Year 2, 3 and 4 – 3% increase annually.
  - b. Summer school based on 9 weeks of camp:
    - i. Up to 100 campers - \$12,000
    - ii. 100-125 campers - \$15,000
    - iii. 125-150 campers - \$17,000

2. On a motion by Mr. Croft, seconded by Mrs. Mehler, the Board, on a roll call vote, unanimously approved an additional school bus, contingent on the continued analysis of routes, and the presentation made by the transportation department at the February 1<sup>st</sup> COTW meeting. The estimated cost of one additional bus for the remainder of the 2016-2017 school year could range from \$22,500 to \$25,200 depending on the contractor and how many days the bus will run.
3. On a motion by Mr. Croft, seconded by Mrs. Simonelli, the Board, on a roll call vote, unanimously approved the Property Tax Elimination Resolution.

Not discussed at the Committee of the Whole meeting.

4. On a motion by Mr. Croft, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved to sell or dispose of the following items if no value is found:
  - Two thermalizer units and two taco stations – Chester County Health Department wanted them removed from DMS and LMS.
  - Meat slicer – quote for repair was 2,700.00 so Aramark is planning to replace it.

The next Finance Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on March 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:

Chiller Noise at the Marsh Creek Sixth Grade Center

1. On a motion by Mr. Kring, seconded by Mrs. Simonelli, the Board, on a roll call vote, unanimously approved proceeding with building the wooden wall at a cost not to exceed \$10,000.

The next Facilities Report is scheduled at the Committee of the Whole meeting starting at 6:30p.m. on March 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, unanimously approved the purchase of 3 Allen & Heath digital sound consoles and required accessories for use in the auditoriums of Downingtown High School East, Downingtown High School West and STEM at an amount not to exceed \$15,000.
  - a. Funding Source: Capital Funds
  - b. 2016-2017 budget

2. On a motion by Mrs. Mehler, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the purchase of 36 Epson Brightlink interactive projectors, and 72 Epson Powerlite ceiling-mounted projectors, to replace equipment and provide interactivity at Downingtown High School East, Downingtown High School West, and STEM as per the Educational Technology plan at an amount not to exceed \$120,000.
  - a. Funding Source Capital Funds
  - b. 2016-2017 budget
  
3. On a motion by Mrs. Mehler, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved entering into a contract with Blackboard for CE Bundle (Content Management, Mobile Communications, Mass Notifications & Media Manager) for a not to exceed amount of \$ \$59,496.
  - a. Funding Source: Operating Funds
  - b. Continues Content Management, Replaces SchoolMessenger, Adds Mobile Information & Notification App for Parents & Staff
  - c. 17 month contract -
    - i. 16/17 Implementation & Training Fees: \$6,000
    - ii. 17/18 Annual Subscription Costs: \$53,496.00
  - d. Implementation Costs 16/17; Initial Contract Pricing begins 17/18

The next Technology Report is scheduled at the Committee of the Whole meeting starting at 6:30p.m. on March 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 March 8, 2017:
  - a. 610 Purchases Subject to Bid-quotation
  - b. 611 Purchases Budgeted
  - c. AG Administrative Guidelines for 626: Procurement
  - d. 622 Capital Assets and GASB Statement 34
  - e. AG Administrative Guidelines for 622: Capital Assets and GASB Statement 34
  
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 23, 2017  
January 30, 2017  
January 31, 2017  
February 1, 2017  
February 6, 2017  
February 8, 2017

The next regular School Board Meeting is scheduled for:  
Wednesday, March 8, 2017 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  
February 1, 2017.

**M. ADJOURNMENT**

On a motion by Mr. Yorczyk, seconded by Mr. Croft, the Board, on a voice vote, agreed  
to adjourn at 8:15 p.m.

Respectfully submitted,

Virginia B. Warihay  
School Board Secretary