

DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, July 11, 2018
7:00 p.m.

BOARD MEETING NOTES

A. CALL TO ORDER

President Bertone called the meeting to order at 7:07 p.m. in the James E. Watson Staff Development Room.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Director Albright
President Bertone
Director Britton
Director Cranney
Vice President Croft
Director Kring
Director Rauth
Director Wisdom

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. Transition Plan Presentation

Dr. Lonardi presented a PowerPoint of her Transition Plan. This included data summary of interviews, survey responses, what to preserve and what to change. This presentation will be put on the district website and an abbreviated version will be included in the 2018-2019 Opening Day program for all staff.

2. 2018-2019 District Calendar – PSSA date changes

Dr. Lonardi presented a revised 2018-2019 District Calendar with the recently revised PDE changes to PSSA testing dates. No board approval is needed. This new calendar will be publicized to schools, parents and the community.

3. Applause!! Applause!!

- a. Congratulations to the following DASD employees who have successfully continued their education and earned professional certifications in their field.

1. ITIL v2011 Certification: Chris Cobb, Donna Davey, Jon Everhart, Sue Gallagher, Amy Madden, AJ Malloy, Omar Montalvo, Kevin Parks and Ben Tobias
2. Certified Education Technology Leader (CETL): Mike Balik
3. Cisco Certified Network Associate (CCNA): Dave Pecht

F. REPORTS

1. DARC Director Kring
No report. Next meeting in September, 2018.
2. Governance Report Director Kring
District Safety Meeting was held on June 14. Table top discussions conducted with over 100 community members. Special Board Meeting on June 25th approved STEM addition 2A as presented by Gilbert Architects.
3. Education Foundation Director Mehler
Vice President Croft presented the Education Foundation report in Director Mehler’s absence. DCEF is planning a fundraiser for Sept 19th to be held at Yellow Springs Farm and the theme is a “Hamilton Dinner”. Pat McGlone met with the Board of Historic Yellow Springs and they are happy to partner with the DCEF for the fundraising dinner. They will give tours of the village, demonstrations and have re-enactors. The Lincoln building and Washington rooms will be open for dinner. Plan is to start a group called Friends of DCEF where the cost will get you discounts to events and annual reports. The Historic Yellow Springs board was thrilled to hear where the money for this cause is being distributed, as talk at the DCEF retreat discussed potential programs with our under-served kids in district title schools. Audrey Blust, Sharon Jackson, Linda McNeal, Pat McGlone and Jaime Mehler are signed on to help in the project. The next board meeting is set for Aug 7th.
4. Policy Report Director Albright
Next Policy Report at the August 1st Committee of the Whole meeting.
5. Intermediate Unit Director Albright
Meeting in June included 2018-2019 meeting date approval, organizational and budget goal approval. No meeting in July. Next meeting is August 15.
6. Legislative Committee Director Albright
Meeting held June 26th. PA budget approved. Director Albright highlighted education budget increases and decreases. Also highlighted recent legislation regarding School Security discussion at Executive Session, Lunch Shaming, Keystone Exams, and PlanCon Moratorium. No meeting in July and August.
7. Communities That Care Director Britton
No report.
8. Wellness Committee President Bertone
No report.

9. District Safety Committee Dr. Lonardi
- a. 2018-2019 Meeting Dates
 1. September 17, 2018 4:00 – 6:00 p.m.
 2. November 12, 2018 4:00 – 6:00 p.m.
 3. January 14, 2019 4:00 – 6:00 p.m.
 4. March 18, 2019 4:00 – 6:00 p.m.
 5. May 20, 2019 6:30 – 8:00 p.m. Public Meeting
- Directors Albright, Cranney and Kring will serve as the School Board representatives on the District Safety Committee. President Bertone asked them to review the dates above and let Dr. Lonardi know of any scheduling issues.

G. OLD BUSINESS

H. CONSENT AGENDA

On a motion by Vice President Croft, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved the consent agenda

1. Approval of Minutes
 - a. Board Meeting – June 13, 2018
 - b. Special Board Meeting – June 25, 2018
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
5. Curriculum
 - a. Approval for (50) Spanish Level 4 textbooks for DE & DW
 Total Cost: \$4,470.31
 Funding Source: Curriculum Textbooks
 Budget: 2018-19
 - b. Approval for (95) Japanese Levels 1, 2, 3, 4 textbooks for DE & DW
 Total Cost: \$3,408.49 + Shipping
 Funding Source: Curriculum Textbooks
 Budget: 2018-19
 - c. Approval for license renewal of PA/POWER Library Technology Support for all (16) schools
 Contract Dates/Length: 7/1/18 to 6/30/19 1 year
 Total Cost: \$3,775.00
 Funding Source: Curriculum Tech Fees & Supplies
 Budget: 2018-19

6. Policy

- a. Approval of the following policies
 1. AG Administrative Guidelines for 105: Curriculum Development
 2. AG Administrative Guidelines for 815: Acceptable Use
 3. 239 Foreign Exchange Students

7. Finance

- a. Approval for the disposal, sale or donation of items on the attached list.
- b. Approval of a renewal agreement with INTERQUEST Detection Canines for canine detection services for the 6 secondary schools.
Contract Dates/Length: 9/1/2018 – 6/30/2019, 1 year (10 Months)
Total Cost: \$2,080
Funding Source: Security Services
Budget Year: 2018 – 2019
- c. Approval of a renewal agreement with District Management Group LLC for master scheduling software for 10 elementary schools.
Contract Dates/Length: 7/1/18 – 6/30/19, 1 year
Total Cost: \$9,000
Funding Source: Assistant Superintendent Tech Supplies and Fees
Budget Year: 2018-2019
- d. Approval of a renewal agreement with Gateway Family Medicine for mandated school physicals and sports physicals.
Contract Dates/Length: 7/1/2018 – 6/30/2020, 2 years
Total Cost: \$20 per state mandated physical (District), \$25 per sports physical (Student)
Funding Source: Pupil Services
Budget Year: 2018-2019, 2019-2020
- e. Approval of a waiver agreement with parents of a DASD student (M.V.) for partial reimbursement for an independent educational evaluation.
Contract Dates/Length: N/A
Total Cost: \$1,500
Funding Source: Special Education
Budget Year: 2018-2019
- f. Approval of an agreement with Dr. Kara Schmidt for an independent educational evaluation of a DASD student (I.W.).
Contract Dates/Length: N/A
Total Cost: \$4,450
Funding Source: Special Education
Budget Year: 2018-2019

- g. Approval of an agreement with Neuropsychology and Educational Clinic for Children and Adolescents for an independent educational evaluation of a DASD student (B.W.).
Contract Dates/Length: N/A
Total Cost: \$4,200
Funding Source: Special Education
Budget Year: 2018-2019
 - h. Approval of an agreement with Dr. Mary Lazar for an independent educational evaluation of a DASD student (A.G.).
Contract Dates/Length: N/A
Total Cost: \$4,200
Funding Source: Special Education
Budget Year: 2018-2019
 - i. Approval of the following Student Activity club:
STEM Engineering Club – the objective of this club is to find aspects around the school that can be improved and develop, design and incorporate solutions. The club will raise funds via bake sales, car washes, lawn mowing and yard work. The funds will be used to purchase the resources needed to complete projects.
 - j. Approval to accept the donation of a conference table for Marsh Creek 6th Grade Center on behalf of their Home & School Association.
8. Administrative
- a. Approval for the following School Board Directors to attend the 2018 PASA-PSBA Leadership Conference in Hershey, PA from October 17-19, 2018: Vice President Croft, Director Britton and Director Kring.

I. ACTION AGENDA

Finance Report – Director Kring

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

1. On a motion by Director Kring, seconded by Director Croft, the Board, on a roll call vote, unanimously approved the contract renewal with Signal 88 Security for contracted security services. Contract would be for 6 unarmed security guards for 7.5 hours per day and 2 armed guards for 8 hours per day (180 days).
Contract Dates/Length: 8/27/2018 – 6/7/2019, 1 year
Total Cost: \$318,465
Funding Source: Security Services
Budget Year: 2018-2019
2. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved refund of the 2017-2018 taxes (\$153.97) and

exoneration of the 2018-2019 taxes on Parcel 30-2-56.5 in the amount of \$1,300.93 at the request of the East Brandywine Township.

On January 9, 2018 East Brandywine Township purchased a strip of land that was approximately .66 acres from David Perme and Leslie Winters. This parcel of land will be added to land currently designated as their Community Park. East Brandywine Township is requesting a refund of \$153.97 for the 2017-2018 School District taxes paid at closing and the exoneration of the taxes for the 2018-2019 school year in the amount of \$1,300.93.

3. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved the sale of two 72 passenger buses at auction. Buses are at the end of their useful life and are cost prohibitive to repair.
4. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved renewal of Non-public Title I and Title IIA services with the Chester County Intermediate Unit. Per UGG Guidelines contracts were awarded to the Chester County Intermediate Unit for Title I services in the amount of \$11,117.00 and Title IIA Services in the amount of \$29,969.33.
Total Cost: None
5. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved a release and settlement agreement with the parents of a special education student (M.N.).
Contract Dates/Length: 4 years
Total Cost: NTE \$10,000
Funding Source: Special Education
Budget Year: 2018-2019, 2019-2020, 2020-2021, 2021-2022
6. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved a release and settlement agreement with the parents of a special education student (S.G.).
Contract Dates/Length: 2 years
Total Cost: \$32,250
Funding Source: Special Education
Budget Year: 2018-2019, 2019-2020
7. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved a renewal agreement with Devereux CARES consultants to provide training and consultative services for our K-12 special education programs.
Contract Dates/Length: 7/1/2018 – 6/30/2019, 1 year
Total Cost: \$23,250
Funding Source: Special Education
Budget Year: 2018-2019
8. On a motion by Director Kring, seconded by Director Albright, the Board, on a roll call vote, unanimously approved a renewal agreement with the Devereux Center for Effective Schools to provide training and consultative services for Schoolwide Positive Behavior Support Implementation.

Contract Dates/Length: 9/1/2018 – 6/30/2019, 1 year
Total Cost: \$17,485
Funding Source: Pupil Services
Budget Year: 2018-2019

Discussion Item

1. SafeStop Software

Mr. Fazio outlined the several year history of contracts with SafeStop along with pricing. SafeStop was recently purchased and the fee for services has increased substantially to \$12,730/year. Given the current level of participation (800 users) the cost per user would increase in order to maintain the previous breakeven requirement of the board. The current recommendation of the Administration is not to continue the agreement. The board asked administration to look for comparable competitive services.

Personnel Report – Vice President Croft

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

1. On a motion by Vice President Croft, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved a three year contract with Service Master for administrative services at an increase per year consistent with administrative salary increases for ADCAB employees, pending solicitor review of agreement.
Contract Dates/Length: July 1, 2018 – June 30, 2021 – 3 years
Total Cost: Estimated \$186,000 (2018-2019), \$192,000 (2019-2020) and \$199,600 (2020-2021)
Funding Source: Facilities Budget
Budget: 2018-19, 2019-20, 2020-21

Curriculum Report – Director Cranney

1. 2018-2019 changes to Curriculum Committee

Curricular approvals will now take place at the Committee of the Whole as has been piloted for the past several months. New format for the curriculum committee meeting will be topic related work sessions to be held on the first Tuesday of the month. A meeting schedule calendar will be issued by Mr. Friedman at the start of the school year. In addition, this new format will save money by cutting back on the need for subs.

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

1. On a motion by Director Cranney, seconded by Director Britton, the Board, on a roll call vote, unanimously approved the purchase of an Autoclave for STEM
Total Cost: \$18,566.51

Funding Source: Curriculum Tech Fees & Supplies / Curriculum Professional Services
Budget: 2018-19

2. On a motion by Director Cranney, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved the following one time Field Trips:
 - a. PV – Grade 5 – Colonial Williamsburg, Williamsburg, VA – May 15-17, 2019 – 3 class days missed
 - b. DE, DW, STEM – Grades 9-12 – Italy and Greece – June 26-July 8, 2019 – No class time missed
 - c. DW, DE, STEM – Grades 11-12 AP Studio Art – Museum of Modern Art, New York, NY – November 2, 2018 – 1 class day missed
 - d. DW, DE, STEM – Grades 9-12 – Quebec & Montreal, Canada – June 13-18, 2019 – No class time missed

3. On a motion by Director Cranney, seconded by Director Britton, the Board, on a roll call vote, unanimously approved the following Foreign Exchange Program Application:
 - a. STEM – Grades 10-12 German Level III or higher – Germany Exchange 2019 – June 14-29, 2019 – No class days missed

4. On a motion by Director Cranney, seconded by Director Britton, the Board, on a roll call vote, unanimously approved a renewal agreement with IXL Learning for math intervention resources in all ten elementary schools.
Contract Dates/Length: 8/1/18 – 7/31/19 1 year
Total Cost: \$32,153
Funding Source: Curriculum
Budget Year: 2018-2019

Facilities Report – Director Rauth

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

1. On a motion by Director Rauth, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved award of the replacement of the walk-in freezer at Brandywine Wallace Elementary School to Singer Equipment, who provided the lowest of three quotes.
Total Cost: \$14,113.60
Funding Source: Capital Funds
Budget Year: 2018-2019

Discussion Items

1. MC6GC Deck
A deck outside the Marsh Creek cafeteria will be donated by the Marsh Creek Home and School. They are securing the materials, contractor and permits. This will not impact impervious surface requirements. The board will be asked to accept this project at completion. Future maintenance will be the responsibility of the district.

Director Albright left the meeting

2. DWHS Windows – Phase I

2018-2019 Capital Fund for facilities has realized significant savings. As a result, administration is requesting to move forward the planned 2019-2020 replacement of the DHSW windows. This first phase will be 1/3 of the windows at DHSW. Approval to go out to bid will be requested at the next board meeting.

Director Albright returned to the meeting.

Technology Report – Director Mehler

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

1. On a motion by Director Britton, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved the following purchases

- a. New sound system, projector and related accessories from AVI-SPL for East Ward Elementary School’s multipurpose room.

Total Cost: \$16,720.47

Funding Source: Capital Funds

Budget: 2018-2019

- b. MacBook Pro Laptop from Apple, Inc.

Total Cost: \$1,648.00

Funding Source: Capital Funds

Budget: 2018-2019

2. On a motion by Director Britton, seconded by Director Kring, the Board, on a roll call vote, unanimously approved a subscription agreement with Asset Panda.

Contract Dates/Length: 7/12/2018 – 8/12/2019 1 year

Total Cost: \$11,000

Funding Source: Operating Funds

Budget Year: 2018-2019

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

- 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.)

Deanie Gauntlett (Uwchlan) – Ms. Gauntlett attends month Curriculum Committee meetings and stated the presentations are done well and very informative. She encouraged the board and administration to make these presentations available to all.

L. INFORMATION

1. Hand carried listing of attendance at overnight professional conferences.
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, real estate or land acquisition.

July 11, 2018

The next Curriculum Committee Meeting is scheduled for September 11, 2018 starting at 1:30 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

The next Committee of the Whole meeting is scheduled for August 1, 2018 starting at 6:30 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

The next regular School Board Meeting is scheduled for Wednesday, August 8, 2018 starting at 7:00 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

M. ADJOURNMENT

On a motion by Vice President Croft, seconded by Director Kring, the Board, agreed to adjourn at 8:16 p.m.

Respectfully submitted,

Virginia B. Warihay
School Board Secretary