

DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, August 8, 2018
7:00 p.m.

BOARD MEETING NOTES

A. CALL TO ORDER

President Bertone 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

Director Albright
President Bertone
Director Britton
Director Cranney
Director Kring
Director Mehler
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. Applause!! Applause!!
Dr. Lonardi highlighted recent meetings and upcoming meetings including administrative retreat, induction, and the anticipated district welcome back for all staff. Dr. Lonardi also acknowledged the recent appointment of Ms. Diane Boff as the Assistant Director of Curriculum.

F. REPORTS

1. Governance Report Director Kring
No report.
2. Education Foundation Director Mehler
Meeting to be held on Tuesday, August 14. This will be the Annual Picnic. Grant applications continue. Participation in the Timothy's Fall Festival is planned. Date will be either October 6 or 13. 419 student participated in the summer programs. Jump start program had 52 students. Date for ribbon cutting for mobile bus to be determined.

3. Policy Report Director Albright
No report.

G. OLD BUSINESS

H. CONSENT AGENDA

On a motion by Director Albright, seconded by Director Kring, the Board, on a voice vote, unanimously approved the consent agenda.

1. Approval of Minutes
 - a. Board Meeting – July 11, 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
 - b. Approval of LinkedIn Service renewal for job advertisements.
Total Cost: \$3,000
Term: September 15, 2018 – September 14, 2019
Funding Source: HR Budget
5. Curriculum
 - a. Approval of a contract agreement with Stacey Fisher to coordinate an evening education program in the Downingtown Area School District for parents of primary-age children.
Total Cost: \$2,000
Contract Dates/Length: August 1, 2018 – June 30, 2019
Funding Source: Superintendent Budget
Budget Year: 2018-2019
 - b. Approval to purchase Scholastic Classroom Magazines for Marsh Creek
Total Cost: \$3,058.63
Funding Source: Curriculum Textbooks
Budget: 2018-19
 - c. Approval of an agreement with BrightBytes for services provided on the Clarity platform
Total Cost: \$3,555.10
Funding Source: Curriculum Tech Supplies & Fees
Budget: 2018-19

- d. Approval for the exchange of a Yamaha Xylophone for an upgraded model for use in outdoor competitions
Total Cost: \$955.00
Funding Source: Curriculum Secondary Needs
Budget: 2018-19
- e. Approval of the Grade 3-5 Health Curriculum and the CPR/First Aid Curriculum
Total Cost: \$0
Funding Source: N/A
Budget: N/A

6. Finance

- a. Approval of a renewal agreement with Dr. Barbara Leech for an Independent Educational Evaluation for a DASD student (#473169124).
Total Cost: NTE \$1,500
Contract Dates/Length: 8/11/2018-10/10/2018, 2 months
Funding Source: Special Education
Budget Year: 2018-2019
- b. Approval of a service agreement with the Chester County Intermediate Unit to provide billing services for the School-Based ACCESS Program.
Total Cost: \$1.76 per transaction for MA logs and \$29.18 per MA physician authorization
Contract Dates/Length: 7/1/2018-6/30/2019, 1 year
Funding Source: Special Education
Budget Year: 2018-2019
- c. Approval of the filing of twelve (12) property assessment appeals as recommended by Valbridge Property Advisors.
- d. Approval of an agreement with Forecast5 Analytics for financial and curricular data analysis.
Total Cost: \$11,700
Contract Dates/Length: 7/31/2018-7/31/19, 1 year
Funding Source: Finance
Budget Year: 2018-2019
- e. Approval to extend the date for achieving rezoning approvals by NVR contained in Section 4(a) of the Agreement of Sale from August 1, 2018 to August 25, 2018, and the amendment of Section 4(c) of the Agreement of Sale to reduce the first extension option thereunder from six (6) months to five (5) months.

- e. Approval of revision to the April 11th 2018 resolution approving the personnel authorized to act on behalf of the District with respect to investment or transfer of district funds. The revision is to add the recently hired payroll supervisor Kelly Engleman to the authorized personnel.
 - f. Approval for the disposal, sale or donation of items on the attached list.
7. Facilities
- a. Approval to enter into a 10 year agreement with Crown Castle Communications to install two cellular communication “nodes” at DEHS and one at MC6GC.
Total Cost: No Cost to DASD
Funding Source: N/A
Budget Year: 2018-2019
8. Technology
- a. Approval to renew the following subscriptions and/or services:
 - 1. Annual MiTel (Shoretel) phone maintenance and support agreement for STEM and Trestle Place phone system.
Total Cost: \$10,942.10
Funding Source: Technology Operating Funds
Budget: 2018-2019

I. ACTION AGENDA

Personnel Report – Vice President Croft

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

- 1. On a motion by Director Mehler, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved a renewal agreement with Jackie Matthew, Education Consulting, for special education accounting services.
Total Cost: NTE \$45,000
Term: August 2018 through June 30, 2019
- 2. On a motion by Director Mehler, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved agreements for substitute services for special education aide support positions pending solicitor review.
 - a.) STS
Bill Rate- \$27.50/hour
Term: August 2018 – July 2019
 - b.) Insight
Bill Rate: \$25.67/hour
Term: August 2018 – July 2019

3. On a motion by Director Mehler, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved agreements for substitute services for technology positions pending solicitor review.
 - a.) PSCI
Bill Rate: \$35-\$50/hour
Term: August 2018 – July 2019
 - b.) EBS
Bill Rate: \$27- \$50/hour
Term: August 2018 – July 2019 (or 1 year from start)
4. On a motion by Director Mehler, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved an agreement with employee #22374
5. On a motion by Director Mehler, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved an agreement with employee #18842

Curriculum Report – Director Cranney

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 Kring, the Board, on a roll call vote, unanimously approved the purchase of (2) Laser Cutters for DMS & LMS
Total Cost: \$40,426.50
Funding Source: Capital Curriculum Secondary General Supplies
Budget: 2018-19
2. On a motion by Director Cranney, seconded by Director Kring, the Board, on a roll call vote, unanimously approved a Kognity 3-year renewal license
Total Cost: \$102,700.00
Contract Dates / Length: 6/1/18 to 5/31/22 3 years
2018-19 Class of 2020 - \$32,400.00
2019-20 Class of 2021 - \$31,920.00
2020-21 Class of 2022 - \$36,380.00
Funding Source: Curriculum Tech Services & Fees
Budget: 2018-19
3. On a motion by Director Cranney, seconded by Director Albright, the Board, on a roll call vote, unanimously approved the following one time Field Trips:
 - a. LMS – Grades 7-8 World Language – Quebec City, Quebec – June 17-21, 2019 – No class days missed
 - b. DW – Grades 9-12 – LINK, South Mountain YMCA, Wernersville, PA – October 19-21, 2018 – No class days missed
 - c. STEM – Grades 9-12 – LINK, South Mountain YMCA, Wernersville, PA – October 26-28, 2018 – No class days missed
 - d. DE – Grades 9-12 – LINK, South Mountain YMCA, Wernersville, PA – November 16-18, 2018 – No class days missed

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 Cranney, the Board, on a roll call vote, unanimously approved a settlement agreement of tax appeal with the owners of Lion Associates property (former West Pharmaceuticals) in Uwchlan Township. The negotiated settlement sets the market value at \$10,750,000, which equates to an assessment of \$5,697,500.
2. On a motion by Director Kring, seconded by Director Albright, the Board, on a roll call vote, unanimously approved a renewal agreement with George Krapf Jr. and Sons, Inc. for four mini buses at a per day per bus rate of \$213.96 for 2018-2019.
Contract Dates/Length: 7/1/2018 – 6/30/2019, 1 year
Funding Source: Transportation
Budget Year: 2018-2019
3. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved the 2018-2019 CCIU Marketplace Services Contract Agreement and Pricing.
Contract Dates/Length: 7/1/2018 – 6/30/2019, 1 year
Budget Year: 2018-2019
4. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved a settlement agreement with parents of a DASD student (#6840727963) for educational services and attorney fees.
Total Cost: \$33,736
Contract Dates/Length: 8/27/2018-6/30/2019, 1 year
Funding Source: Special Education
Budget Year: 2018-2019
5. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved a renewal agreement with Advanced Protection Agency for athletic event security guards at both high schools.
Total Cost: \$25,000 (No increase from 2017-2018)
Contract Dates/Length: 7/1/2018-6/30/2019, 1 year
Funding Source: Athletic Budget
Budget Year: 2018-2019

Facilities Report – Director Rauth

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

1. On a motion by Director Rauth, seconded by Director Albright, the Board, on a roll call vote, unanimously approved a PO to Michael Johnson Architect to create the bid specifications and design documents for Phase I and Phase II of the replacement of windows at Downingtown West High School.

Total Cost: \$38,700.00
Funding Source: Capital Funds
Budget Year: 2018-2019 Phase I
Budget Year: 2019-2020 Phase II

2. On a motion by Director Rauth, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved 3B Services to add a third boiler and all connections and electronics to the STEM Academy. This portion of work and equipment will be omitted from the STEM Addition engineering design and bid.
Total Cost: \$129,925.00
Funding Source: Capital Funds
Budget Year: 2018-2019

3. On a motion by Director Rauth, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved a contract with KCBA Architects for architectural services relating to the construction of a new Uwchlan Hills Elementary School.
Total Cost: \$1,133,768.00
Contract Dates/Length: 1/29/18 through Closing of Project
Funding Source: Capital Funds
Budget Year: 2018-2019
Budget Year: 2019-2020

4. On a motion by Director Rauth, seconded by Director Cranney, the Board, on a roll call vote, approved a contract with a consultant for Detailed Design Estimate and Value Engineering Services related to the construction of the new Uwchlan Hills Elementary School by a vote of 6-2, with Director Bertone and Director Albright voting no.
Total Cost NTE: \$18,000
Contract Dates/Length: 8/8/18 - 1/30/19
Funding Source: Capital Funds
Budget Year: 2018-2019

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 Mehler, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved the purchase of 57 Lenovo L380 ThinkPads for staff replacement laptops.
Total Cost: \$65,282.00
Funding Source: Technology Capital Funds
Budget: 2018-2019

2. On a motion by Director Mehler, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved renewal of the following subscriptions and/or services:

- a. Annual phone maintenance and support agreement with Enabling Technologies for Microsoft Lync phone system.
Total Cost: \$33,767.00
Funding Source: Technology Operating Funds
Budget: 2018-2019
- b. Annual subscription with JAMF for Casper (Mac & iOS) management software licensing.
Total Cost: \$57,436.50
Funding Source: Technology Operating Funds
Budget: 2018-2019
- c. Annual subscription with Magnus Health for CareFlow medical information system.
Total Cost: \$15,375.00
Funding Source: Technology Operating Funds
Budget: 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.)

L. INFORMATION

- 1. The following policies are submitted for public review and scheduled for approval on September 12, 2018:
 - 1. AG Administrative Guideline for 331 – Job Related Expenses
 - 2. AG Administrative Guideline for 200: Enrollment of Students
 - 3. 138 Limited English Proficiency Program
 - 4. AG Administrative Guidelines for 138: Limited English Proficiency Program
- 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, school security, real estate or land acquisition.

August 1, 2018
August 8, 2018

The next Committee of the Whole meeting is scheduled for September 5, 2018 starting at 6:30 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

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 regular School Board Meeting is scheduled for Wednesday, September 12, 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 Director Cranney, seconded by Director Kring, the Board, agreed to adjourn at 7:27 p.m.

Respectfully submitted,

Virginia B. Warihay
School Board Secretary