

DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, August 14, 2019
7:00 p.m.

BOARD MEETING NOTES

A. CALL TO ORDER

President Bertone called the meeting to order at 7:01 p.m. in the James E. Watson Staff Development Room.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Director Benfield
President Bertone
Director Britton
Director Cranney
Vice President Croft
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. Presentation: District Academic Vision – Dr. Lonardi
Dr. Lonardi presented a PowerPoint of the District Vision of Academic Rigor, Student Engagement and Student Agency definitions, along with the newly unveiled graphic. Graphic will be in all school classrooms.

F. REPORTS

1. DARC Director Kring
No report. Next meeting September 12, 2019.
2. Legislative Committee Director Kring
No report. Next meeting September 25, 2019.
3. Governance Report Director Wisdom
No report.

4. Policy Report Director Wisdom
No report.
5. Education Foundation Director Mehler
Meeting held on August 13. Three upcoming events were reviewed: Hamilton and Hoecakes – September 17th, Golf Outing – October 10th, and Harlem Wizards November 2nd.
6. Intermediate Unit Director Mehler
Next meeting August 21, 2019. Retreat is also scheduled for the following week.
7. Technology Report Director Britton
No report.
8. Communities That Care Director Britton
No report.
9. Wellness Committee President Bertone
Ten committees are being formed.

G. OLD BUSINESS

H. CONSENT AGENDA

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

1. Approval of Minutes
 - a. Board Meeting – July 10, 2019
 - b. Special Board Meeting – August 7, 2019
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. Renewal of Agreement with LinkedIn for job advertising services
Total Cost: \$3,000 (estimated)
Contract Dates/Length: 9/1/19 – 8/31/20, 1 year
Funding Source: HR
Budget Year: 2019 – 2020
 - c. Renewal of Agreement with Conrad Siegel for ACA Reporting Services
Total Cost: \$12,500 (no increase over prior year)
Contract Dates/Length: 2019 – 2020, 1 year
Funding Source: HR

Budget Year: 2019 – 2020

- d. Approval of 2019-2020 salaries for DAEA and student day employees

5. Curriculum

- a. Approval of Addendum A for the Harrisburg University / DASD Dual Enrollment Agreement approved on 1/29/19

Total Cost: N/A

Contract Dates/Length: 1/9/19 – 1/8/24, 5 years

Funding Source: N/A

Budget Year: N/A

- b. Approval for (3) two-day Text Dependent Analysis professional development sessions for ELA Grade 3-8 teachers provided by Jeri Thompson

Total Cost: \$10,000

Funding Source: Curriculum Operating Budget

Budget Year: 2019 – 2020

- c. Approval for Math materials from Tang Math LLC

Total Cost: \$10,710

Funding Source: Curriculum Operating Budget

Budget Year: 2019 – 2020

- d. Approval for Math IB materials from Haese Mathematics

Total Cost: \$11,654

Funding Source: Curriculum Operating Budget

Budget Year: 2019 – 2020

- e. Request approval of the following one-time field trips:

Curricular:

- SC and all elementary schools – Grade K – Cherry Crest Farms, Ronks, PA – October 2019 – 1 class day missed
- STEM – Grades 10-12, IB Geography Year 2 – Center City, Philadelphia – September 2019 – 1 class day missed
- DE, DW, STEM – Grades 9-12, Model UN – PA High School Model United Nations Conference 2019, State College, PA – 11/08/19 to 11/10/19 – 1 class day missed
- DE, DW, STEM – Grades 9-12, Band – Veteran’s Day Parade, New York City – 11/09/19 to 11/11/19 – 1 class day missed

Foreign Exchange:

- DE – Grades 10-12, German III or higher – Munich, Germany – 06/18/20 to 07/07/20 – No class days missed

6. Policy

- a. Approval of the following policies

1. AG Administrative Guideline: 214 Class Rank
2. 210 Medications
3. AG Administrative Guideline: 210 Medications

7. Finance

- a. Approval for the disposal, sale or donation of items on the attached list.
- b. Approval to remove the outstanding lien for Downingtown Borough's parcel 11-08-0047.0500. Papermill Brandywine LLC donated the land to the Borough of Downingtown in November 2018. The 2018 – 2019 taxes were unpaid at the time the land was conveyed. The County has granted exempt status on the parcel effective the 2019 – 2020 tax year. The total lien amount being removed is \$7,970.45.
- c. Approval of a renewal agreement with iAspire for walk-through classroom observation software for the 16 schools
Total Cost: \$7,500
Contract Dates/Length: 8/1/19 – 7/30/20, 1 year
Funding Source: Assistant Superintendent Tech Supplies and Fees
Budget Year: 2019 – 2020
- d. Approval of the filing of 16 property assessment appeals with Chester County as recommended by Valbridge Property Advisors
Total Cost: \$1,600
Funding Source: Business Office
Budget Year: 2019 – 2020
- e. Approval of an extension to the agreement with Norcross Transportation for student transportation services. Norcross provides van services on an as needed basis, primarily for special education students.
Total Cost: Daily vehicle rates \$200 to \$350 depending on number of hours
Contract Dates/Length: 8/1/19 – 7/31/21, 2 years
Funding Source: Transportation
Budget Year: 2019 – 2020; 2020 – 2021
- f. Approval of an agreement with Verizon Pennsylvania LLC to access district property at the Weaver Sight to stabilize a telephone pole. This agreement is pending solicitor negotiations to add a cell phone node to the Uwchlan Hills Elementary property to enhance cell phone coverage.
Total Cost: \$0
Contract Dates/Length: Easement for maintenance of the telephone pole
Funding Source: N/A
Budget Year: On-going

- g. Approval of an agreement with Meltwater News US Incorporated for media monitoring and analytics
Total Cost: \$6,100
Contract Dates/Length: 8/12/19 – 8/11/20, 1 year
Funding Source: Public Relations
Budget Year: 2019 – 2020
- h. Approval to reimburse KCBA Architects for additional design work at the Uwchlan Hills Elementary project to meet revised township building code requirements
Total Cost: \$18,200
Contract Dates/Length: KCBA Contract Timeline Time and Materials
Funding Source: Capital Funds
Budget Year: 2019 – 2020

8. Technology

- a. Approval to purchase a new sound system, wireless microphones and accessories for Pickering Valley Elementary multipurpose room
Total Cost: NTE \$11,396
Funding Source: Capital Funds
Budget Year: 2019 – 2020
- b. Approval to purchase up to 15 laptops for the high school 1:1 devices
Total Cost: NTE \$14,460
Funding Source: Capital Funds
Budget Year: 2019 – 2020

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 Vice President Croft, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved the new position of Assistant Superintendent, and by Superintendent nomination, Dr. Louis Chance is hereby appointed to this position of Assistant Superintendent for a term commencing August 15, 2019 and ending June 30, 2024, unless otherwise terminated or extended, in accordance with the contract as presented.
Comments: The School Board President and Secretary are hereby authorized and directed to execute said agreement and the Superintendent is directed to take such actions as necessary to ensure that Dr. Chance is properly commissioned in accordance with section 1078 of the School Code, 24 P.S. §10-1078. This appointment is conditioned on Dr. Chance receiving a Commission and if the issuance is delayed, the start of the term shall be similarly delayed.

2. On a motion by Vice President Croft, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved the elimination of the position of Chief Academic Officer effective September 30, 2019.

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 Britton, the Board, on a roll call vote, unanimously approved digital licenses and webinar training with Edgenuity
Total Cost: \$42,185
Contract Dates/Length: 9/1/19 – 8/31/20, 1 year
Funding Source: Curriculum Capital Budget
Budget Year: 2019 – 2020

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 Rauth, the Board, on a roll call vote, unanimously approved a renewal waiver agreement with the parents of a DASD student (#5689239429)
Total Cost: 2019 – 2020, \$28,250; 2020 – 2021, \$28,250
Contract Dates/Length: 8/26/19 – 6/11/21, 2 years
Funding Source: Special Education
Budget Year: 2019 – 2020; 2020 – 2021
2. On a motion by Director Kring, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved an agreement between DASD and Pearson for unlimited access to a digital library of school psychologists' assessments
Total Cost: \$30,885
Contract Dates/Length: 8/19/19 – 6/30/20, 1 year
Funding Source: Special Education
Budget Year: 2019 – 2020
3. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved a renewal contract with Melmark School for continued placement of two students (# 8179088316 and #2114206564)
Total Cost: \$142,630
Contract Dates/Length: 7/1/19 – 6/30/20, 1 year
Funding Source: Pupil Services, Special Education
Budget Year: 2019 – 2020
4. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved a settlement agreement with Keystone Realty Advisors, LLC for their consulting services pertaining to the Marchwood Appeal for 2013, 2014, 2015 and half of 2016

Total Cost: \$381,674
Contract Dates/Length: N/A
Funding Source: Tax Collection Fees
Budget Year: 2018 – 2019

5. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved an extension to the agreement with Advanced Protection Company (APC) for after school activities security services
Total Cost: \$24 per hour per agent
Contract Dates/Length: 7/1/19 – 6/30/20, 1 year
Funding Source: Athletics
Budget Year: 2019 – 2020

6. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved the purchase of 4 new trailers for the bands of DHS East and West along with 3 new Ford F350 pickup trucks to pull the trailers and for facility department use
Total Cost: NTE \$204,000 per costars state-bid list pricing
Funding Source: Capital Funds
Budget Year: 2019 – 2020

7. On a motion by Director Kring, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved an agreement with Berkshire Hathaway Fox Roach Realtors as real estate consultants
Total Cost: \$45,000 estimated
Contract Dates/Length: 7/15/19 – 7/14/20, 1 year
Funding Source: Capital Funds
Budget Year: 2019 – 2020

Facilities Report – Director Rauth

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

1. DWHS Window Replacements – Final Phase
On a motion by Director Rauth, seconded by Vice President Croft, the Board, on a roll call vote, unanimously approved a contract with MTD Construction, Warminster, PA, the low and sole bidder for the Final Phase of Window Replacements at Downingtown West High School
Total Cost: \$825,000
Contract Dates/Length: 8/15/19 – 6/30/20, 1 year
Funding Source: Capital Funds
Budget Year: 2019 – 2020

2. New Uwchlan Hills Elementary School
On a motion by Director Rauth, seconded by Vice President Croft, the Board, on a roll call vote, unanimously approved a Change Order #2 (ADD) to Watts Services, LLC, Site Contractor, for unsuitable soils at various locations under the building pad and stacked block retaining wall

Total Cost: \$104,485
Contract Dates/Length: 2018 – 2019, 2019 – 2020, 2020 – 2021, 3 years
Funding Source: Capital Funds
Budget Year: 2019 – 2020

3. New Uwchlan Hills Elementary School
On a motion by Director Rauth, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved a Change Order #1 (ADD) to E.R. Stuebner, General Contractor, for rock removal in the footer location of Area “C” of the building
Total Cost: \$42,060
Contract Dates/Length: 2018 – 2019, 2019 – 2020, 2020 – 2021, 3 years
Funding Source: Capital Funds
Budget Year: 2019 – 2020

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.

Kim Doan (Uwchlan) – Asked the board to hire special education staff with special education qualifications.

Lisa Midermo (West Bradford) – Asked the board to make dyslexia a priority with Professional Development and to consider training by the Institute for Multi-Sensory Education. Stated Representative Sappey offered 50% grant funding if the district funded the remaining 50%.

L. INFORMATION

1. The following policies are submitted for public review and scheduled for approval on September 11, 2019:
 - a. 150 Comparability of Services
 - b. AG Administrative Guideline: 333 Professional Development
 - c. 220 Student Expression/Distribution and Posting of Materials
 - d. AG Administrative Guideline: 220 Student Expression/Distribution and Posting of Materials
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 7, 2019
August 14, 2019

The next Committee of the Whole meeting is scheduled for September 4, 2019 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, September 11, 2019 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 Cranney, the Board, agreed to adjourn at 7:34 p.m.

Respectfully submitted,

Virginia B. Warihay
School Board Secretary