

DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, October 9, 2019
7:00 p.m.

BOARD MEETING NOTES

A. CALL TO ORDER

Vice President Croft called the meeting to order at 7:02 p.m. in the James E. Watson Staff Development Room.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Director Benfield
Director Cranney
Vice President Croft
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!!
 - a. Uwchlan Hills Topping Off Ceremony – video of ceremony held at Uwchlan Hills
 - b. Over 1.5 million juniors in 21,000 high schools entered the 2020 National Merit Scholarship Program by taking the 2018 Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT®), which served as an initial screen of program entrants. 16,000 of those students have been named Semi-finalists and represent the top 1% of test-takers. We are proud to announce that 24 DASD students have qualified for this prestigious honor - doubling last year's winners!

Sean Collier	Gaurav Kruthiventi	Lasya Ravulapati
Soham Digambar	Ria Kulkarni	Miriam Roeder

Rohan Epur	Ninaad Lakshman	Margaret Shaheen
Deedra Fu	Cristina Micale	Anisha Sonti
Jared Garthwait	Grace Mucha	Aditi Vishwanath
Jerry Gui	Gokul Murugadoss	Nora Wan
Claudia Harper	Simran Rajpal	Sean Wang
Shreya Iyer	Saurav Padhye	Eric Yu

- c. The National Merit Program has also identified another 34,000 high scorers and recognized their exceptional academic promise by designating them Commended Students. The qualifying score for this level may vary from year to year, but it's within the 96th percentile of college-bound juniors who take the PSAT/NMSQT. DASD had 44 Commended Students, nearly double last year's number!

Raktim Basu	Jeya Iyadurai	Zoe Sabadish
Ryan Buck	Sangeeta Iyer	Avnish Saini
Emily Buckner	Vishal Janapati	Lillian Shi
Margaret Buckner	Evan Konigsberg	Avi Singh
Mario Chegini	Cynthia Kumaran	Karthik Sundar
Lucas Chuma	Eugene Kwon	Khang Tieu
Alexander Cruz	Jordan Lambe	Divya Tyagi
Saidaman Earla	William Liao	Spencer Uggla
Navid Eghbali	Teresa Ousey	Sashwat Venkatesh

Vineeth Gabbireddy	Katherine Pan	Ainslee Walker
Bryn Goldman	Rishab Peddireddy	Matthew Walter
Arushi Grover	Quinten Pendill	Peter Welch
Meer Gujral	Sneha Premchandran	Thomas Wickersham
Winfield Horning	Clare Robson	Aakanksha Wunnava
Baheen Huzan	Rohan Rojy	

- d. The National Hispanic Recognition Program, administered by the College Board and Scholarship America, recognizes approximately 7,000 Hispanic/Latino juniors each year from among the more than 400,000 juniors who take the PSAT. As with the National Merit Scholarship Program, NHRP uses the junior year PSAT/NMSQT as the qualifying test. Congratulations to the students selected for this recognition.

Sean Collier and Cristina Micale

- e. Pennsylvania School Business Administrator Certificate presented to Mr. David Matyas
- f. Wellness Committee Update – Dr. Chance and Dr. Cinelli PowerPoint updating 2018-2019 committee work, roundtable feedback, subcommittees, timelines and next steps.

F. REPORTS

1. Student Representatives Steven Egnaczyk
Sneha Premchandran
Bevan Watson
2. Student Life Report Director Cranney
Recent meeting focused on school climate, what is working and improvements needed. Group split up into middle school and high school for discussion. Next meeting scheduled for late November.
3. DARC Director Kring
No report.
4. Legislative Committee Director Kring

No report.

5. Governance Report Director Wisdom
No report.
6. Personnel Report Vice President Croft
No report.
7. Education Foundation Director Mehler
Director Benfield reported two reminders: Golf outing fundraiser is tomorrow. Harlem Wizards is currently scheduled for November 2nd but this date may need to be changed.
8. Intermediate Unit Director Mehler
Director Benfield reported last meeting was held September 18th. Transition Pathways and QPR Program were highlighted. Chester County College Fair scheduled for October 21st at Exton Mall. CCIU now has an Innovation Lending Library. Next meeting is October 16.
9. Communities That Care Director Britton
The CTC Collective last met on September 17th. Some important dates to keep on your calendar include:

Friday October 18th, please join Cynthia Black and a host of professionals on mental health, who will be participating at Rep Danielle Friel Otten's Hearing on Youth Mental Health. Hear testimony about causes of, and contributing factors, to our growing youth mental health crisis and recommendations for legislative and community-based solutions to better support youth and families in need of help.

Another upcoming anticipated event is the CTC Fall Gala to be held on November 10th. The theme is Game on for Prevention and will be held at The Washington at Historic Yellow Springs.

The Youth Prevention Councils are now renamed (HYPE) or Healthy Youth Positive Energy and all 3 high schools now have this program in their buildings. Ideally, the HYPE program will go to the Marsh Creek 6th Grade Center and the two middle schools next.

CTC is proud to launch several new programs for our students in conjunction with DASD. Signs of Suicide: DASD employees were trained this summer. An evidence based curriculum for 6th -12th grades that will be implemented at the MC 6th GC this fall after a parent meeting in early November. The program Revolves around ACT – Acknowledge, Care, Tell a Trusted Adult. Footprints for K-3: Teachers in the elementary schools are being trained in this program in early November. Say it Straight: which is an evidence based program resulting in empowering communication skills and behaviors in our youth. This year we are focusing this program in the two middle schools. Staff will be given a 3-day training at the end of October.

It is important to note that other youth groups in the community can apply for grants to receive training on these programs, in our train the trainer model, and should reach out to CTC for information on how to apply.

The next meeting is scheduled for Tuesday October 15th at 12 PM at DASD Central Office

G. OLD BUSINESS

H. CONSENT AGENDA

Director Cranney requested that Curriculum item 5e be pulled from the Consent Agenda. She must abstain from the vote.

On a motion by Director Rauth, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved the consent agenda as amended.

1. Approval of Minutes
 - a. Board Meeting – September 11, 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. Approval of plan document for Roth 403b
5. Curriculum
 - a. Approval of a waiver agreement with the parents of a DASD student (#5934944207) for tutoring services
Total Cost: \$14,625
Contract Dates/Length: 10/10/2019 – 6/8/2020, 9 months
Funding Source: Special Education
Budget Year: 2019 – 2020
 - b. Approval of a renewal waiver agreement with the parents of a DASD student (#1803311061) for partial tuition
Total Cost: \$19,475
Contract Dates/Length: 10/10/2019 – 6/8/2020, 9 months
Funding Source: Special Education
Budget Year: 2019 – 2020

- c. Approval of an engagement letter with Eastburn and Gray, PC for special education legal counsel
Total Cost: \$190 per hour
Contract Dates/Length: 10/10/2019 – 6/30/2020, 9 months
Funding Source: Special Education
Budget Year: 2019 – 2020

- d. Approval of the following field trip items:
One-Time Trips:

Curricular:

- PV (and other elementary) – Grade 5 – Colonial Williamsburg, Williamsburg, VA – May 19 – 21, 2020 – 3 days missed
- DW, STEM, (DE) – Grades 11-12, APES & ESS – Mamoni Valley Preserve, Panama – June 9 – 19, 2020 – No class time missed
- LMS, (DMS) – Grade 7, History – National Constitution Center and Historic Philadelphia, Philadelphia, PA – November 15, 2019 – 1 day missed
- DE, (DW, STEM) – Grades 9 – 12, Music Ensemble – Orlando Fest, Orlando, FL – March 4 – 8, 2020 – 1 day and 3 periods missed
- DE, (DW, STEM) – Grades 9 – 12, Masterworks/Choir – PMEA State Conference, Pocono Manor, PA – April 23 – 24, 2020 – 2 days missed

Item e pulled from Consent.

- e. Approval of the following additions and removals from the Field Trip Bank

Additions to the Field Trip Bank:

Curricular:

- Grade K – Cherry Crest Farm, Ronks, PA
- Grade 3 – iFly, King of Prussia, PA
- Grade 4 – Whitaker Science Center, Harrisburg, PA
- Grade 5 – Downingtown Log House Tour, Downingtown, PA
- Grade 6 – Kerr Park, Downingtown, PA
- Grade 7 – iFly, King of Prussia, PA
- Grades 9 – 12 – French Heritage Night, Philadelphia, PA
- Grades 10 – 11 – Mentor Program, Paradise Farms, Downingtown, PA
- Grades 11 – 12, Life Skills – Philadelphia Zoo, Philadelphia, PA
- Grade 12 – United Nations, New York, NY

Non-Curricular/Competitions/Social Events:

- Grades 3 – 12 – Open Academic Competitions, location varies
- Grade 6, yearbook staff – Balfour Yearbook Workshop, location varies
- Grades 7 – 12, competition team – Sea Perch Competition, location

varies

- Grade 8 – Hershey Park, Hershey, PA

Removals from the Field Trip Bank:

Curricular:

- Grade 1 – Herr’s Factory, Nottingham, PA
- Grade 3 – Hopewell Furnace, Elverson, PA
- Grade 5 – Lancaster County Parks and Recreations, Lancaster, PA
- Grade 5 – Upper Uwchlan Township Building, Chester Springs, PA
- Grade 6 – South Mountain YMCA, Wernersville, PA
- Grade 7 – Baltimore Inner Harbor, Baltimore, MD
- Grades 7 – 8 – Lancaster Convention Center, Lancaster, PA
- Grades 7 – 8 – QVC, West Chester, PA

Non-Curricular/Competitions/Social Events:

- Grades 4 – 5 and STEM, clubs – Lancaster Landfill, Narvon, PA
- Grade 5 – ACAC, West Chester, PA
- Grade 5 – Pen Pal Trip, location varies
- Grades 6 – 8 – Palace Bowling Center, Downingtown, PA
- Grades 6 – 8 – National Liberty Museum, Philadelphia, PA
- Grades 6 – 8 – Penn Museum of Archeology and Anthropology, Philadelphia, PA
- Grade 7 – Phillies Game, Philadelphia, PA
- Grade 7 – Spirit of Philadelphia, Philadelphia, PA
- Grades 9 – 12 – Hiking Club, location varies
- Grade 10 – GlaxoSmithKline, King of Prussia, PA
- Grade 10 – Hershey Park, Hershey, PA

6. Policy

- a. Approval of the following policies:
 1. 335 Family and Medical Leaves
 2. AG Administrative Guideline: Family Medical Leaves
 3. 01.2 Student/Staff Memorial
 4. AG Administrative Guideline: 141 Magnet Schools

7. Finance

- a. Approval for the disposal, sale or donation of items on the attached list
- b. Approval of a Traffic Signal Easement Agreement for a flashing pedestrian crossing light for the crosswalk at Downingtown High School West on Rock Raymond Road
- c. Approval of the following Budget Transfer:

<u>Transfer From Account #</u>	<u>From Account Name</u>	<u>Amount</u>	<u>Transfer To Account #</u>	<u>To Account Name</u>	<u>Amount</u>
SUBADMIN-330	Central Office Staff Sub Reserve	\$150,000	2818-310	Technology Admin-Professional Svcs.	\$150,000
5900-840	Budgetary Reserve	\$75,000	2818-310	Technology Admin-Professional Svcs.	\$75,000
Total		\$225,000			\$225,000
Technology services for Infinite Campus implementation					

8. Facilities

- a. STEM student to build a new Gaga Pit at a designated elementary school to earn his Eagle Scout Badge
Total Cost: No cost to DASD
- b. Approval to provide a PO to Michael Johnson Architect to create the bid specifications and design documents for Phase II of the window replacements at Downingtown East High School
Total Cost: \$24,800
Contract Dates/Length: 10/10/19 – 7/31/20, 10 months
Funding Source: Capital Funds
Budget Year: 2020 – 2021

9. Technology

- a. Approval to purchase a projector, sound system, wireless microphones and related accessories for Lionville Elementary multipurpose room
Total Cost: NTE \$14,200
Funding Source: Capital Funds
Budget Year: 2019 – 2020
- b. Approval for professional services with Secure Dynamics for installation and configuration of the new Palo Alto firewall
Total Cost: NTE \$9,120

I. ACTION AGENDA

Policy Report – Director Wisdom

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

1. On a motion by Director Wisdom, seconded by Director Cranney, the Board, on a roll call vote, approved Policy #913 – Non-school Organizations/Groups/Individuals by a vote of 4-1, with Director Rauth voting no.

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 Rauth, the Board, on a roll call vote, unanimously approved a renewal waiver agreement regarding education placement with the parents of a DASD student (#6397934519)
Total Cost: \$63,000
Contract Dates/Length: 10/10/2019 – 6/30/2020, 1 year
Funding Source: Special Education
Budget Year: 2019 – 2020
2. On a motion by Director Cranney, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved an agreement with Pearson to purchase textbooks and digital resource licenses for Honors Anatomy and Physiology at East and West High Schools
Total Cost: \$38,178
Contract Dates/ Length: 10/10/2019 – 6/30/2026, 7 years
Funding Source: Curriculum Capital
Budget Year: 2019 – 2020

Item 5 e pulled from Consent Agenda:

On a motion by Director Benfield, seconded by Director Rauth, the Board, on a roll call vote approved the following additions and removals from the Field Trip Bank by a vote of 4-0-1, with Director Cranney abstaining.

Additions to the Field Trip Bank:

Curricular:

- Grade K – Cherry Crest Farm, Ronks, PA
- Grade 3 – iFly, King of Prussia, PA
- Grade 4 – Whitaker Science Center, Harrisburg, PA
- Grade 5 – Downingtown Log House Tour, Downingtown, PA

- Grade 6 – Kerr Park, Downingtown, PA
- Grade 7 – iFly, King of Prussia, PA
- Grades 9 – 12 – French Heritage Night, Philadelphia, PA
- Grades 10 – 11 – Mentor Program, Paradise Farms, Downingtown, PA
- Grades 11 – 12, Life Skills – Philadelphia Zoo, Philadelphia, PA
- Grade 12 – United Nations, New York, NY

Non-Curricular/Competitions/Social Events:

- Grades 3 – 12 – Open Academic Competitions, location varies
- Grade 6, yearbook staff – Balfour Yearbook Workshop, location varies
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- Grade 8 – Hershey Park, Hershey, PA

Removals from the Field Trip Bank:

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Non-Curricular/Competitions/Social Events:

- Grades 4 – 5 and STEM, clubs – Lancaster Landfill, Narvon, PA
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- Grade 7 – Phillies Game, Philadelphia, PA
- Grade 7 – Spirit of Philadelphia, Philadelphia, PA
- Grades 9 – 12 – Hiking Club, location varies
- Grade 10 – GlaxoSmithKline, King of Prussia, PA
- Grade 10 – Hershey Park, Hershey, PA

Finance Report – Director Kring

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 a resolution authorizing the Business Manager to

purchase electricity as a part of the cooperative purchasing group of Provident Energy Consulting

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 Cranney, the Board, on a roll call vote, unanimously approved Change Order #2 (ADD) to Pinnacle Electrical Construction, LLC, Electrical Contractor, for installation of temporary electrical service to STEM
Total Cost: \$7,469.50
Contract Dates/Length: 2018 – 2019; 2019 – 2020; 2020 – 2021, 3 years
Funding Source: Capital Funds
Budget Year: 2019 – 2020
2. On a motion by Director Rauth, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved the Owner Agreement with CCRES, Inc. for a Clerk of the Works for the STEM Addition Project
Total Cost: \$420 per day
Contract Dates/Length: Until work is completed
Funding Source: Capital Funds
Budget Year: 2019 – 2020, 2020 – 2021

Technology Report – Director Britton

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

1. On a motion by Director Benfield, seconded by Director Cranney, the Board, on a roll call vote, unanimously approved the purchase of Palo Alto 5220 redundant firewalls, Panorama logging virtual appliance, and licensing subscriptions
Total Cost: NTE \$247,925
Funding Source: Capital Funds
Budget Year: 2019 – 2020
2. On a motion by Director Benfield, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved the purchase of HPE Nimble HF40 Storage Area Network (SAN) with Veeam Backup software including support and implementation services
Total Cost: NTE \$265,500
Funding Source: Capital Funds
Budget Year: 2019 – 2020
3. On a motion by Director Benfield, seconded by Director Rauth, the Board, on a roll call vote, unanimously approved the continuation of technology implementation support for the Infinite Campus project with Berks County IU

Total Cost: Approximately \$20,000 per month
Contract Dates/Length: October 2019 – June 2020, 9 months
Funding Source: Operating 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.

L. INFORMATION

1. The following policies are submitted for public review and scheduled for approval on November 13, 2019:

- a. AG Administrative Guideline: 201 Admission of Students
- b. 204 Attendance
- c. AG Administrative Guidelines: 204 Attendance
- d. 208 Withdrawal from School
- e. AG Administrative Guidelines: 208 Withdrawal from School

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.

October 2, 2019

October 9, 2019

The next Committee of the Whole meeting is scheduled for November 6, 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, November 13, 2019 starting 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 October 1, 2019.

M. ADJOURNMENT

On a motion by Director Cranney, seconded by Director Rauth, the Board, agreed to adjourn at 7:50 p.m.

Respectfully submitted,

Virginia B. Warihay
School Board Secretary