

DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, January 15, 2020
6:30 p.m.

BOARD MEETING NOTES

A. CALL TO ORDER

President Bertone called the meeting to order at 6:34 p.m. in the James E. Watson Staff Development Room.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

President Bertone
Director Blust
Vice President Britton
Director Ghrayeb
Director Gibson
Director Houghton
Director Kring
Director MacNeal
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. School Board Appreciation

Dr. Lonardi read a statement acknowledging the school board directors service to the district and community in honor of School Board Recognition Month. In addition, elementary, middle and high school principals presented gifts made by district students to each board member.

b. Congratulations to Marsh Creek Sixth Grade student, Jeta Kalakheti, for the outstanding achievement of writing and publishing her first novel, "A Hidden Emerald."

c. Wellington Square Bookshop

Dr. Lonardi discussed a recent meeting with several Marsh Creek staff members at the Wellington Square Bookshop in Eagleview to discuss the district vision.

H. CONSENT AGENDA

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

1. Approval of Minutes
 - a. Board Meeting – December 4, 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
5. Curriculum
 - a. Approval of a contract with Lori Vanderbilt, LLC for Wilson Reading instruction for 4 students at West Bradford Elementary School
Total Cost: \$21,500
Contract Dates/Length: 1/16/20 – 6/30/20, 6 months
Funding Source: Special Education
Budget Year: 2019 – 2020
 - b. Approval of the following field trip items:
Curricular:
 - DE, (DW, STEM) – Grades 9-12, HOSA – HOSA Pennsylvania State Leadership Conference and Competition, King of Prussia, PA – April 1 to April 3, 2020 (not overnight) – 1 to 3 class days missed
 - DE, (DW, STEM) – Grades 9-12, Masterworks and Concert Choir – Montreal and Quebec City, Canada – June 19 to 25, 2021 - No days missed
 - DE, DW, (STEM) – Grades 9-12, Symphonic and Concert Bands – Tournament of Roses Parade, Pasadena, CA – December 28, 2020 to January 3, 2021 – No days missed

Item below was not discussed at January 8, 2020 Committee of the Whole meeting:

Non-Curricular:

 - DW, (DE, STEM) – Grades 9-12, Ski Club – Vermont Ski Trip, Jay Peak, VT – February 14 to February 17, 2020 – No days missed

6. Finance

- a. Approval of the following Student Activity clubs:
1. DHSE Wellness Committee – This club will educate students and staff on wellness and support various activities throughout the school year. They will raise funds with a T-shirt sale. The funds will be used to support and educate students on wellness activities, such as Wellness Day.
 2. STEM Society of Women Engineers – This club will support people of all ages to discover engineering and technology with community outreach, networking, service programs and education. They will raise funds through the sale of goods, school activities for students and entry to events. The funds will be used to fund outreach programs, trips and club activities.
 3. STEM Battlebots Club – This club will compete in the national robotics league. They will raise funds by collecting donations from manufacturing sponsors. The funds will be used to purchase parts and pay for registration fees. Students will compete in a manufacturing-based competition and learn valuable skills.
- b. Approval of the following Tax Assessment Appeal Settlements:
1. CAG Associates – The property is a mixed use commercial building on Lincoln Ave. also referred to as the Downingtown Tech Center. The district appealed the property’s assessment in 2018. The property is assessed for \$4,039,000, which implies a market value of \$7,919,000. The school district has agreed to settle the appeal for an increase in assessment to \$9,500,000 for 2019 and \$10,200,000 for 2020. These market values would result in an increase in assessment of \$834,500 for 2019 and \$989,600 for 2020.
 2. DT McBlynn Lodging LP – The property is hotel located between the bowling alley and the Home Depot behind Ashbridge Manor. This is a taxpayer appeal filed in 2018. The taxpayer provided an appraisal report for \$10,000,000 and the school district appraiser provided a report for a value of \$12,700,000. The school district has agreed to settle the appeal for a market value of \$11,800,000 for tax years 2019 and 2020, which equals an assessment of \$6,053,400 for 2019 and \$5,817,400 for 2020.
 3. Echo Lionville, LLC, Shoppes at Lionville Station Shopping Center on Route 113 in Uwchlan – The property owner appealed the assessment presented a report at the Board of Assessment indicating a market value of \$10,500,000. The Board reduced the assessment from \$6,650,000 to \$6,320,160, which implied a market value of \$12,320,000. The current assessment was set by stipulation in 2008 as a settlement to the original tax appeal filed by district in 2004. The school district’s appraiser gave values at \$12,400,000 for 2019 and \$12,650,000 for 2020. The School District has agreed to settle the appeal for a market value of \$11.5 million for 2019 and \$11.7 million for 2020, and moving forward, which equals an assessment of \$5,899,500 for 2019 and \$5,768,100 for 2020.

4. LLCP Downingtown, LLP Roberts Office Building, 100 East Lancaster Avenue (10 tax parcels) (corner of business Rt. 30 and 322) – This is a property owner-initiated appeal. This is a two-building office complex with a 34,800 sq.ft. multi-tenant office building at the corner of Lancaster Ave. and Rt. 322, and a 3,150 sq.ft. single-tenant building at 115 Washington Ave. The combined assessment of the parcels is \$3,047,280, which equates to a market value of \$5,942,000. The property owner appealed all ten parcels to the Court of Common Pleas and has provided an appraisal report for a market value of \$3,400,000. The school district has agreed to settle this appeal for a fair market value of \$3,900,000 for tax year 2019 and tax year 2020, moving forward, which equals an assessment of \$2,000,700 for 2019 and \$1,922,700 for 2020.
5. GCH Janwood – This property is an older apartment complex property on Lancaster Ave. The property’s assessment was appealed by the district. The property is assessed for \$806,670, which implies a market value of \$1,636,245. The school district’s appraiser gave a value of \$3,100,000 for both 2019 and 2020 tax years. The school district has agreed to settle for a market value of \$2,900,000 for both 2019 and 2020 tax years. This settlement increases the assessment by \$681,030 to \$1,487,700 for tax year 2019 and an increase in assessment of \$623,030 to \$1,429,700.
6. Hankin Group – Parcel 33-04-0012.0000 – The property that is the subject of the appeal is located at 707 Eagleview Boulevard and is an 88,760 sq.ft. multi-tenant office building. The property was assessed for \$3,785,200, which implied a market value of \$7,378,167. The school district appealed the property’s assessment for 2019. The school district has agreed to settle for a market value of \$12,250,000 for tax years 2019 and 2020, which equals an assessment of \$6,284,250 for 2019 and \$6,039,250 for 2020, resulting in an increase of \$67,929 in annual revenue for 2019 and \$61,270 in annual revenue for 2020 and going forward.

Summary of Settlements					
Owner	Appeal Type	2019/2020 Tax Year		2020/2021 Tax Year	
		Change in Assessment	Change in Tax Revenue	Change in Assessment	Change in Tax Revenue
DT McBlynn	Taxpayer-Initiated	\$(1,221,090)	\$(33,192)	\$(1,457,090)	\$(39,607)

Echo Lionville	Taxpayer-Initiated	\$(420,660)	\$(11,434)	\$(552,060)	\$(15,006)
LLCP Downingtown	Taxpayer-Initiated	\$(1,046,580)	\$(28,448)	\$(1,124,580)	\$(30,568)
Sub-total Taxpayer Initiated Appeals		\$(2,688,330)	\$(73,074)	\$(3,133,730)	\$(85,181)
CAG Associates	District-Initiated	\$834,500	\$22,683	\$989,600	\$26,899
GCH Janwood	District-Initiated	\$681,030	\$18,512	\$623,030	\$16,935
Hankin Group	District-Initiated	\$2,499,050	\$67,929	\$2,254,050	\$61,270
Subtotal District-Initiated Appeals		\$4,014,580	\$109,124	\$3,866,680	\$105,104
Total of All Settlement Agreements		\$1,326,250	\$36,050	\$732,950	\$19,923

7. Technology

- a. Approval for eRate consultation and filing services for the 2020 funding year
 Total Cost: \$5,000 (Category I)
 Contract Dates/Length: 2/01/20 – 1/31/21, 1 year
 Funding Source: IT Technical Services
 Budget Year: 2019 – 2020

- b. Approval to purchase a projector, sound system, wireless microphones and related accessories for Brandywine Wallace multipurpose room
 Total Cost: NTE \$11,500
 Funding Source: Capital Funds
 Budget Year: 2019 – 2020

- c. Approval to purchase 13 iPads and cases, one each for elementary, Marsh Creek and each Middle School TV Studios
 Total Cost: NTE \$5,522
 Funding Source: Capital Funds
 Budget Year: 2019 – 2020

I. ACTION AGENDA

Personnel Report – Director Wisdom

1. On a motion by Director Wisdom, seconded by Director Kring, the Board, on a roll call vote, unanimously approved an agreement with employee #18986
2. On a motion by Director Wisdom, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved the salary rate change for Assistant Supervisor of Transportation from Group 4 Range 4 to Group 4 Range 3

Curriculum Report – Director Wisdom

1. On a motion by Director Wisdom, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved a renewal contract with the Pennsylvania School of the Deaf for PT, OT and PCA services for one student
 Total Cost: \$39,780
 Contract Dates/Length: 9/3/19 – 6/30/20, 1 school year
 Funding Source: Special Education
 Budget Year: 2019 – 2020
2. On a motion by Director Wisdom, seconded by Director Kring, the Board, on a roll call vote, unanimously approved a new settlement agreement with parents of a DASD student for tuition and fees
 Total Cost: 2019 – 2020: \$171,200; 2020 – 2021: \$16,450
 Contract Dates/Length: 1/16/20 – 6/30/21, 2 school years
 Funding Source: Special Education
 Budget Year: 2019 – 2020, 2020 – 2021
3. On a motion by Director Wisdom, seconded by Director MacNeal, the Board, on a roll call vote, unanimously approved an agreement with Robot Lab to purchase robotic arm kits for Project Lead The Way – Computer Integrated Manufacturing courses at East and West
 Total Cost: \$52,596
 Contract Dates/Length: N/A
 Funding Source: Curriculum Capital
 Budget Year: 2019 – 2020

Finance Report – Director Kring

1. On a motion by Director Kring, seconded by Director MacNeal, the Board, on a roll call vote, unanimously approved ELU Planebrook’s request to extend the closing date from January 17, 2020 to April 17, 2020 in order to comply with the timing requirements under its agreement of sale with the owner of the McCausland property in East Brandywine Township
2. On a motion by Director Kring, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved a contract with Future Think, Inc. to conduct a study of community demographics, student enrollment projections for a 10-year period, and recommendations for school attendance boundary changes
 Total Cost: \$29,950
 Contract Dates/Length: N/A

Funding Source: School Board Contracted Services
Budget Year: 2019 – 2020

3. On a motion by Director Kring, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved an upgrade of eFinance software to the latest version and to migrate to cloud hosting with PowerSchool
Total Cost: NTE \$25,000 pro-rated through 6/30/20
Contract Dates/Length: 3 years (annual cloud hosting fee \$27,586)
Funding Source: Fiscal Services – Technology Supplies & Fees
Budget Year: 2019 – 2020
4. On a motion by Director Kring, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved the use of PowerSchool business process review services to review Human Resources processes and related software use
Total Cost: NTE \$20,000
Contract Dates/Length: NTE 9 days in total
Funding Source: Fiscal Services – Other Professional Services
Budget Year: 2019 – 2020

Facilities Report – Vice President Britton

1. On a motion by Vice President Britton, seconded by Director Kring, the Board, on a roll call vote, approved a contract with Philips Brothers Electrical Contractors, Inc., Glenmoore, PA, the low bidder for the replacement of the switchgear at Downingtown Middle School, for the Base Bid and Alternate 2 by a vote of 8-0-1 with Director Houghton abstaining
Total Cost: \$314,877
Contract Dates/Length: 1/16/20 – 8/31/20, 1 year
Funding Source: Capital Funds
Budget Year: 2020 – 2021
2. On a motion by Vice President Britton, seconded by Director Blust, the Board, on a roll call vote, unanimously approved a PO to D. J. Ververelli, Inc. to create Design/Construction Specifications and Bid Documents for the replacement of boilers and pumps at Beaver Creek Elementary School
Total Cost: \$25,000
Contract Dates/Length: 1/16/20 – 8/31/20, 1 year
Funding Source: Capital Funds
Budget Year: 2020 – 2021
3. On a motion by Vice President Britton, seconded by Director Kring, the Board, on a roll call vote, unanimously approved a PO to D. J. Ververelli, Inc. to create Design/Construction Specifications and Bid Documents for the replacement of boilers and pumps at Downingtown East High School
Total Cost: \$42,500
Contract Dates/Length: 1/16/20 – 8/31/20, 1 year
Funding Source: Capital Funds
Budget Year: 2020 – 2021

4. On a motion by Vice President Britton, seconded by Director Ghrayeb, the Board, on a roll call vote, unanimously approved a PO to D. J. Ververelli, Inc. to create Design/Construction Specifications and Bid Documents for the replacement of emergency generator and transfer switches at Downingtown East High School
 Total Cost: \$15,000
 Contract Dates/Length: 1/16/20 – 8/31/20, 1 year
 Funding Source: Capital Funds
 Budget Year: 2020 – 2021

5. On a motion by Vice President Britton, seconded by Director Blust, the Board, on a roll call vote, unanimously approved a PO to Marathon Engineering & Environmental Services for Phase I and Phase II Environmental Studies for parcels 40 – 3 – 6.2, 40 – 3 – 6.1, 40 – 3 – 6, 40 – 3 – 9.1 and 40 – 3 – 8
 Total Cost: \$7,100
 Contract Dates/Length: 1/16/20 – 6/30/20, 1 year
 Funding Source: Capital Funds
 Budget Year: 2019 – 2020

6. On a motion by Vice President Britton, seconded by Director Ghrayeb, the Board, on a roll call vote, unanimously approved a PO to Marathon Engineering & Environmental Services for Phase I and Phase II of environmental consulting services to include a Wetlands Delineation, PNDI Study, Chapter 105 Analysis, Chapter 105 Wetlands Impact Authorization Application, Chapter 105 Fee Calculation, and Alternative Analysis Condition Assessment for parcel 40 –3 – 9
 Total Cost: \$39,000
 Contract Dates/Length: 1/16/20 – 6/30/20, 1 year
 Funding Source: Capital Funds
 Budget Year: 2019 – 2020

Director MacNeal read a statement with concerns regarding the environmental risks to students and staff because of the wastewater management facility at this site. According to the research she has done wastewater management facilities emit gaseous odors that may have negative effects on all people, especially those with allergies and asthma. She proposed an amendment to the motion to ensure the engineering firm explores any potential hazards of the wastewater management facility to the community, especially as it concerns the close proximity to a school.

Given work, he has done on the document for these services Solicitor Donatelli recommended this amendment be done in a separate motion. Mr. Lauver suggested he would secure a quote for an air quality study to be presented to the board for their consideration at the February Committee of the Whole meeting. Dr. MacNeal withdrew the amendment.

7. On a motion by Vice President Britton, seconded by Director Wisdom, the Board, on a roll call vote, unanimously approved a PO to Traffic Planning and Design to conduct an access analysis for potential improvements to the circulation of traffic on the West/STEM campus and possibly adding a bus-only driveway
 Total Cost: \$8,600
 Contract Dates/Length: 1/16/20 – 6/30/20, 1 year

Funding Source: Capital Funds
Budget Year: 2019 – 2020

8. On a motion by Vice President Britton, seconded by Director Ghrayeb, the Board, on a roll call vote, unanimously approved a renewal of the farm lease with Mr. Sam Acker to farm district-owned land in Uwchlan Township for the annual revenue of \$27,600
Contract Dates/Length: 4/1/20 – 3/31/21, 1 year
9. On a motion by Vice President Britton, seconded by Director Kring, the Board, on a roll call vote, unanimously approved a renewal of the farm lease with Mr. Martin Weaver to farm district-owned land in East Brandywine Township for the annual revenue of \$13,000
Contract Dates/Length: 2/1/20 – 1/31/21, 1 year
10. On a motion by Vice President Britton, seconded by Director Ghrayeb, the Board, on a roll call vote, unanimously approved the set-up of a traffic review escrow account with East Caln Township so their engineer can review the road infrastructure analysis and scoping application for parcels 40 – 3 – 6.2, 40 – 3 – 6.1, 40 – 3 – 6, 40 – 3 – 9.1, 40 – 3 – 8 and 40 – 3 – 9
Total Cost: \$5,000
Contract Dates/Length: 1/16/20 – 6/30/20, 1 year
Funding Source: Capital Funds
Budget Year: 2019 – 2020

Technology Report – Director Kring

1. On a motion by Director Kring, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved the purchase of 220 iPads and cases for Special Education low incidence student classroom cart devices in elementary and high schools
Total Cost: NTE \$69,520
Funding Source: Capital Funds
Budget Year: 2019 – 2020
2. On a motion by Director Kring, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved the purchase of 190 iPads and cases for DMS and LMS teachers
Total Cost: NTE \$79,040
Funding Source: Capital Funds
Budget Year: 2019 – 2020
3. On a motion by Director Kring, seconded by Director Blust, the Board, on a roll call vote, unanimously approved the purchase of 152 computers for Project Lead the Way & Engineering classrooms at Downingtown East and West High Schools
Total Cost: NTE \$161,089
Funding Source: Capital Funds
Budget Year: 2019 – 2020

Board Administrative Action

1. On a motion by President Bertone, seconded by Director Kring, the Board, on a roll call vote, approved the 2020 – 2021 District Calendar by a vote of 7-2 with President Bertone and Director Kring voting no

A 30-day review period for the 2021-2022 calendar was suggested.

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.

Noah Hagerty (East Brandywine) – Read a statement on behalf of the Indoor Percussion Ensemble student members asking for reconsideration to travel to Dayton, Ohio for the World Competition and a change in the policy of every other year travel.

Colleen Swarter (West Bradford) – expressed support for the Indoor Percussion Ensemble and asked for reconsideration of the Dayton trip and a change in the policy of every other year travel.

Raymond Perrolo (Uwchlan) – expressed his hope that the district can find a way to make the Dayton trip happen this year.

Kathleen West (West Bradford) – discussed the possible condemnation of her property. She sought legal counsel and was advised the recently approved district document is ambiguous and would not necessarily require additional board action to condemn. President Bertone assured her that another Board vote would take place should condemnation be necessary.

L. INFORMATION

1. The following policies are submitted for public review and scheduled for approval on February 12, 2020:

- a. AG Administrative Guideline: 305 Employment of Substitutes

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.

January 8, 2020

January 15, 2020

The next Committee of the Whole meeting is scheduled for February 5, 2020 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, February 12, 2020 starting at 6:30 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 January 2, 2020.

M. ADJOURNMENT

On a motion by Vice President Britton, seconded by Director Kring, the Board, agreed to adjourn at 7:50 p.m.

Respectfully submitted,

Virginia B. Warihay
School Board Secretary