

**DOWNINGTOWN AREA BOARD OF EDUCATION**  
**Administrative Office James E. Watson Staff Development Room**  
**Wednesday, February 12, 2020**  
**6:30 p.m.**

**BOARD MEETING NOTES**

**A. CALL TO ORDER**

President Bertone called the meeting to order at 6:35 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.

Amy Croset (East Caln) – Spoke on behalf of Harry Miller requesting the board to refrain from action tonight regarding Finance Action Item #1 the taking of Harry Miller County Propane land. She stated he is interested in working with the district before the declaration of taking.

**E. SUPERINTENDENT'S REPORT**

1. Applause!! Applause!!
  - a. Congratulations to Downingtown High School West Cheerleaders for the outstanding accomplishments of winning the PIAA Competitive Spirit Co-Ed State Championship, winning the UCA National High School Cheerleading Championship in the Medium Varsity Co-Ed division, and for demonstrating dedication and perseverance in the pursuit of both achievements. Participants include:

Sophia Bandy (11)	Shelby Hale (10)	Nicolette McNaughton (12)
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- 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 the following field trip items:

Curricular:

- 1. STEM, (DHSE, DHSW) – Grades 9-12, DECA club – DECA State Competition and Conference, Hershey, PA – February 18 to 21, 2020 – 3 class days missed
- 2. STEM, (DHSE, DHSW) – Grades 9-12, DECA club – DECA National Competition and Conference, Nashville, TN – April 29 to May 2, 2020 – 3 class days missed
- 3. LMS, (DMS) – Grade 7 – Delaware Blue Coats Educational Game, Wilmington, DE – March 11, 2020 – 1 class day missed
- 4. LMS, (DMS) – Grade 8, Future Cities Team – Future City Nationals, Washington, DC – February 17 to February 18, 2020 – 1 class day missed
- 5. STEM, (DHSE, DHSW) – Grades 9-12, HOSA – HOSA Pennsylvania State Leadership Conference and Competition, King of Prussia, PA – April 1 to April 3, 2020 (overnight) – 1 to 3 class days missed
- 6. DHSE, (DHSW, STEM) – Grades 9-12, Emotional & Learning Support – Paradise Farm Camp, Downingtown, PA – April 29, 2020 – 1 class day missed
- 7. LE (and other elementary) – Kindergarten – Treehouse World, West Chester, PA – May 7, 2020 – 1 class day missed
- 8. DHSE, DHSW, STEM – Grades 9-12, Indoor Drumline – WGI Championships – Dayton, OH – April 15 to April 19, 2020 – 3 class days missed

Foreign Exchange:

- 1. DHSE, DHSW – Grades 11-12, Social Studies – Denmark – April 8 to April 18, 2021 – 6 class days missed

6. Policy

- a. Approval of the following policy:

- 1. AG Administrative Guideline: 305 Employment of Substitutes

7. Finance

- a. Approval of Keystone Collections Group’s Act 80 Comparison Report services to determine records that do not belong in the Downingtown Area School District  
Total Cost: \$750  
Funding Source: Business Office  
Budget Year: 2019 – 2020

## **I. ACTION AGENDA**

### **Personnel Report** – Director Wisdom

1. On a motion by Director Wisdom, seconded by Director Houghton, the Board, on a roll call vote, unanimously approved an agreement between the Downingtown Area School District and Matthew Kay for a professional development session  
Total Cost: \$2,500  
Contract Dates/Length: 2/13/20, 1/2 day  
Funding Source: Curriculum  
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 resolution for employee ID#23165

### **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 the purchase of 12 treadmills, 6 ellipticals, 6 upright bikes for Downingtown East, STEM, Downingtown Middle and Lionville Middle School  
Total Cost: NTE \$91,012  
Funding Source: Curriculum Capital  
Budget Year: 2019 – 2020
2. On a motion by Director Wisdom, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved a settlement agreement and release with the parents of a DASD student (#6994735133)  
Total Cost: 2019 – 2020: \$59,166; 2020 – 2021: \$49,666  
Contract Dates/Length: 2/13/20 – 6/30/21, 1.5 years  
Funding Source: Special Education  
Budget Years: 2019 – 2020; 2020 – 2021
3. On a motion by Director Wisdom, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved an agreement in lieu of expulsion with the parents of a DASD student (#7880090738) for tuition  
Total Cost: NTE \$27,234  
Contract Dates/Length: 2/13/20 – 6/30/20, 4 months  
Funding Source: Special Education  
Budget Year: 2019 – 2020

### **Finance Report** – Director Kring

1. On a motion by Director Kring, seconded by Director Britton, the Board, on a roll call vote, approved the resolution for the acquisition of approximately 4 acres of land located on Brandywine Avenue, East Caln Township, Chester County, Pennsylvania, also known as Chester County UPI Number 40-3-6, 40-3-6.01 and 40-3-6.02 from Harry D. Miller, III, in whole or in part, by any or all means authorized under the Pennsylvania Public School Code of 1949 and other laws and regulations applicable to the acquisition of real estate in the Commonwealth of Pennsylvania, including by right and power of eminent domain, or acceptance of a deed in lieu thereof or a negotiated acquisition by a vote of 6 – 3, with Director MacNeal, Director Kring and President Bertone voting no. The property is currently being appraised and the estimate of just compensation to be tendered will be based on the appraisal. The District shall not execute any agreement of sale or agreement of sale in lieu of condemnation, nor shall any such agreement become operative or enforceable by any party thereto unless and until fully and finally approved as to form and content by the office of the School District Solicitor, and executed first by the seller and then executed by the School District.

Total Cost: TBD

Funding Source: Capital Funds

Budget Year: 2019 – 2020

Director MacNeal, Director Britton and President Bertone read prepared statements regarding their positions (attached). Director Kring also suggested rushing into a decision before we have all answers can cost money. Should review alternatives and develop a strategic vision for the district.

2. On a motion by Director Kring, seconded by Director Wisdom, the Board, on a roll call vote, unanimously approved the purchase of 8 replacement copiers for various schools in the district through the state-wide cooperative purchasing bid list. All copiers to be replaced are 7-9 years old.

Total Cost: NTE \$60,000

Funding Source: Capital Fund – Operational Support

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 a request from The Mainstreet Village Homeowners Association, that the District exonerate all back taxes on parcel 11-08-0156.0000. The total school taxes due from 2014/2015 through 2019/2020 is \$11,824.44. The parcel is 1.727 acres of common area for the Main Street Village development. When the documents for the other common area parcels were recorded with the County this parcel was missed due to the developer passing away prior to completing the merger with the association. The Homeowners Association recorded the document for this parcel with the County in September and the property was changed to a zero value effective for the 2020 tax year.

Budget Years: 2014 – 2015 through 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, unanimously approved engaging the law firm of Dailey LLP to

represent the district and provide construction legal advice in connection with the STEM Addition

Total Cost: \$350 per hour

Contract Dates/Length: 2/13/20 until needs are complete

Funding Source: Capital Funds

Budget Years: 2019 – 2020; 2020 – 2021

2. On a motion by Vice President Britton, seconded by Director Kring, the Board, on a roll call vote, unanimously approved a PO to Marathon Engineering & Environmental Services for an air quality study of the River Station property  
Total Cost: \$10,000  
Contract Dates/Length: 2/13/20 – 2/13/21, 1 year  
Funding Source: Capital Funds  
Budget Years: 2019 – 2020; 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 Michael Johnson Architect to create the bid specifications and design documents for roof restoration and repairs at East Ward and Bradford Heights Elementary Schools  
Total Cost: \$33,200  
Contract Dates/Length: 2/13/20 – 7/31/20  
Funding Source: Capital Funds  
Budget Year: 2020 – 2021

#### **Technology Report** – Director Kring

1. On a motion by Director Kring, seconded by Director Britton, the Board, on a roll call vote, unanimously approved the purchase of Cisco Meraki wireless access points including all software, maintenance and support for all 16 schools and Central Office, and for the sale or disposal of all end of life Cisco Meraki MR16 and MR34 access points being replaced  
Total Cost: NTE \$846,645  
Contract Dates/ Length: 2020 – 2025, 5 years  
Funding Source: Capital Budget (eRate 40% reimbursement)  
Budget Year: 2020 – 2021

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

President Bertone discussed the School Start Time Committee. The committee is close to the end of assessing information. Their next meeting will include some input from Dr. Cinelli and Transportation Supervisor Christopher Brown. They are also putting together some survey questions for Dr. Chance. The committee feels any next steps are beyond the scope of the committee. Next steps would include a traffic study for DHSE and DHSW, community input, input from elementary schools along with budgetary considerations. President Bertone asked if the board was comfortable in handing this process back to administration for further review and recommendations to the board. The board agreed.

#### **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.

Jack Steinbreaker (Downingtown Borough) – Asked the board for consideration for revisions and reframing of Voter Registration process. Presented two proposals: Guidance Counselors discussion with eligible students or Home Room packet distribution to eligible students. Also suggested emailing information.

Matteo Busterno (STEM student) – Spoke in support of the changes to process for eligible student voter registration.

## **L. INFORMATION**

1. The following policies are submitted for public review and scheduled for approval on March 11, 2020:

- a. AG Administrative Guidelines: 626 Federal and Fiscal Compliance
- b. 610 Purchases Subject to Bid/Quotation
- c. 611 Purchases Budgeted
- d. AG Administrative Guidelines: 200 Enrollment of Students
- e. 709 Building Security
- f. 805 Emergency Preparedness
- g. AG Administrative Guidelines: 805 Emergency Preparedness
- h. 805.1 Relations with Law Enforcement Agencies
- i. AG Administrative Guidelines: 805.1 Relations with Law Enforcement Agencies
- j. 233 Suspension and Expulsion
- k. 201 Admission of Students
- l. 705 Safety
- m. AG Administrative Guidelines: 705 Safety

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.

February 5, 2020

February 11, 2020

February 12, 2020

The next Committee of the Whole meeting is scheduled for Wednesday, March 4, 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, March 11, 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 February 3, 2020.

**M. ADJOURNMENT**

On a motion by Vice President Britton, seconded by Director Kring, the Board, agreed to adjourn at 8:03 p.m.

Respectfully submitted,

Virginia B. Warihay  
School Board Secretary