

DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, June 16, 2021
6:30 p.m.

BOARD MEETING NOTES

A. CALL TO ORDER

President Bertone called the meeting to order at 6:32 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 personnel nature regarding an individual employee directly to the superintendent.

E. SUPERINTENDENT'S REPORT

1. Superintendent Update – Dr. Lonardi

Dr. Lonardi presented a PowerPoint update. Items included an update on Chester County metrics and updated mask guidance. Chester County Health Department will no longer be providing guidance in the fall. PDE will provide fall guidance. Fall health and safety plan is due to PDE by July 30. This will be an action item for board approval at the July board meeting.

2. Applause!! Applause!!

a. Meritorious Budget Award

The Meritorious Budget Award program was designed by the Association of School Business Officials International (ASBO) and recognizes excellence in preparing and presenting budget information for all stakeholders. The Award is given based on a budget review process with criteria to promote long term financial and capital planning as well as providing transparency to the public in a reader friendly

format. DASD has received the Meritorious Budget Award for 16 consecutive years. Of the 500 school districts in the state of Pennsylvania, only 10 received this award.

- b. Excellence in Education Communications Contest
Each year, the Pennsylvania School Public Relations Association (PensSPRA) provides an opportunity for school district communication professionals to be recognized in the annual Excellence in Education Communications Contest.

This year, the judging committee received over 250 entries. DASD was recognized as follows, winning an award for all entries:

Award of Honor in Publications - 2019-20 Annual Report
Award of Honor in Video - First Day of School Gold Team Video
Award of Merit in COVID-19 and/or Crisis Management
Communications - Overall DASD COVID Communications

- c. Making Connections Food Drive
On May 22, a group of Black students from DASD and officers from local police departments joined together in a “Making Connections” food drive to benefit local families and food banks. Together, they gathered 1,552 lbs of food and non-perishables for the Chester County Food Bank, the Lord’s Pantry and area families in need.

The Making Connections organization is a DASD student program whose purpose is to create connections between Black teens and local law enforcement through ongoing community-based activities and conversations. The hope is that the meaningful relationships fostered in this program will lead to stronger foundations for the future.

A special thank you to Shanette Bernard and her son Evan for creating this organization, and to our local law enforcement from West Brandywine Police Department, Uwchlan Police Department, Upper Uwchlan Police Department, East Brandywine Police Department and Downingtown Borough Police Department for participating and supporting the Making Connections program and Food Drive

- 3. Presentation – Food Service: Mr. Will Van Patter
Mr. Van Patter presented a PowerPoint update regarding food service for the past year. Items included meals served to the community and to students in school, farm to school grant and plans for a return to normalcy in the 2021-2022 school year.

F. REPORTS

- 1. Student Life Report Director Blust
Meeting held on May 20th. Thank you to all participating seniors. All are hopeful for a restful summer. Topic ideas for next year include: mental health, time to talk, time management, return to normalcy, lunch breaks, speakers and personal accounting.

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 the appointment of David Matyas as School Board Treasurer for the 2021 – 2022 school year
- c. Approval of the appointment of Michael DeAngelis as district delegate for the Chester County Tax Collection Committee
- d. Approval of the appointment of Guy Donatelli, Esq. of Lamb McErlane, P.C. as District Solicitor for the 2021 – 2022 school year
- e. Approval of 2021 – 2022 salaries for 12-month employees
- f. Approval of 2021 – 2022 Facilities and Central Office Non-Union Support Ranges
- g. Approval for renewal of LinkedIn agreement for recruiting for 2021 – 2022 school year
Total Cost: \$1625
Contract Dates/Length: 7/1/21 – 6/30/22
Funding Source: Human Resources
Budget Year: 2021 – 2022

5. Curriculum

- a. Approval to purchase a variety of equipment for Honors Organic Chemistry Student Labs
Total Cost: \$20,525
Funding Source: Curriculum
Budget Year: 2021 – 2022
- b. REMOVED FROM CONSENT AGENDA
Approval of a new agreement with Erbacher Consulting PLLC for professional development and consultation
Total Cost: NTE \$10,000
Contract dates/length: 5/27/21 – 6/30/22
Funding Source: Pupil Services
Budget Year: 2020 – 2021, 2021 – 2022
- c. Approval for renewal of MackinVIA ebook portal for each building
Total Cost: \$11,500
Contract Dates/Length: 7/1/21 – 6/30/22

Funding Source: Curriculum
Budget Year: 2021 – 2022

- d. Approval for renewal of SWANK K12 Streaming for Education
Total Cost: \$12,017
Contract Dates/Length: 7/1/21 – 6/30/22
Funding Source: Curriculum
Budget Year: 2021 – 2022
- e. Approval for renewal of ETR Associates for Online K-12 Health Resource
Total Cost: \$13,700
Contract Dates/Length: 7/15/21 – 7/14/22
Funding Source: Curriculum
Budget Year: 2021 – 2022
- f. Approval of a renewal agreement with Devereux, Center for Effective Schools for professional development and implementation of Positive Behavior Interventions and Supports (PBIS)
Total Cost: \$21,658
Contract Dates/Length: 8/1/21 – 6/30/22
Funding Source: Pupil Services
Budget Year: 2021 – 2022
- g. Approval of a renewal agreement with Houghton Mifflin Harcourt for the renewal of licenses for Read 180 and Math 180 special education resources.
Total Cost: \$21,105
Contract Dates/Length: 6/20/21 – 6/29/22
Funding Source: Special Education
Budget Year: 2021 – 2022
- h. Approval of the following one-time field trips:
 - Curricular
 - a. DHSE, DHSW, STEM - Grades 9-12, Spanish – Costa Rica Adventure, Costa Rica – June 16 to 22, 2022 – no days missed
 - b. MC – Grade 6 – Paradise Farms Camp, Downingtown, PA – Sept/Oct 2021, one overnight per team – 2 class days missed
 - c. DHSE, DHSW, STEM - Grades 9-12, Spanish – Spanish Fiesta Tour of Spain – June 2022 TBD – no days missed
 - Foreign Exchange Program
 - a. DHSE – Grades 10-12, German III or higher – Munich, Germany – June 18, 2022 to July 7, 2022 – No class days missed

6. Policy

- a. Approval of the following policies
 - 1. 304 Employment of District Staff
 - 2. AG Administrative Guideline: 208 Withdrawal from School
 - 3. 202 Eligibility of Nonresident Students

7. Finance

- a. Approval for the disposal, sale or donation of items on the attached list
- b. Approval of the following Legal Counsel Engagement Letters:

Attorneys	2020-2021 sy	2021-2022 sy
Lamb McErlane P.C. - G. Donatelli	\$170/hr - Attorneys \$90/hr - Paralegals	\$170/hr - Attorneys \$90/hr - Paralegals
Lamb McErlane P.C. - M. Thompson, Jim Sargent, S. Withers	\$170/hr - Attorneys \$90/hr - Paralegals	\$170/hr - Attorneys \$90/hr - Paralegals
Lamb McErlane P.C. - R. Huggins	\$300/hr	\$300/hr
Lamb McErlane P.C. - G. Zumbano	\$250/hr	\$250/hr
Levin Legal Group - M.Levin, A.Hendricks, A.Petersen, P.Cianci	\$200/hr	\$200/hr
Levin Legal Group - C Ginsburg, D.Brown, R. Galtman, J. Musial and M.Sweeney	\$190/hr	\$190/hr
Levin Legal Group - . Levin	\$180/hr	\$180/hr

Attorneys	2020-2021 sy	2021-2022 sy
Sweet, Stevens, Katz & Williams LLP - A. Faust	\$160- Attorneys (Routine), \$125- Legal Assistants, \$195/hr- Attorneys (Non-routine), \$125/hr Legal Assistants	\$160- Attorneys (Routine), \$125- Legal Assistants, \$195/hr- Attorneys (Non-routine),
Unruh, Turner, Burke & Frees - A. Rau	\$210/hr	\$215/hr
Riley Riper Hollin & Colagreco	\$395/hr \$340/hr - Alyson Zarro (Partner) \$160/hr - Paralegal	\$395/hr \$160/hr - Paralegal
Saxton & Stump - Sarah K. Ivy	\$265/hr	\$280/hr
Dailey LLP (Construction) - S. Warshawer	\$350/hr	\$350/hr
Eastburn and Gray	N/A	\$190/hr - Attorneys \$125/hr - Paralegals
Fox Rothchild (J. Sultanik)	\$215/hr	\$215/hr
Fox Rothchild (S. Foreman-Jordan)	\$300/hr	\$300/hr

- c. Approval to exonerate \$2,008.47 taxes due on parcel 31-04-0088.0000. The property was owned by the Greenfield Estates and was enrolled in the State's Act 319 preferential land assessment program. The land was transferred to Chester County as an extension to the Struble Trail and is

now part of the County's open space preservation program. The transfer in ownership from Greenfield to Chester County was an Act 319 breach resulting in \$4,675.25 in roll back taxes due to the District. Greenfield Estates paid a portion of the taxes due the County is asking that the remaining \$2,008.47 be exonerated

- d. Approval of the following Student Activity Club:
 - 1. STEM Making Connections Club – The purpose of the program is to make connections between African American teens from all three high schools and local law enforcement through ongoing community based activities. They will raise funds through T-shirt/Mask sales, events and activity sales. The funds will be used to donate to local charities, offset costs, and allow students to participate in activities with law enforcement

8. Facilities

- a. Approval of two PO's totaling \$49,200 to the following companies for their service contracts with DASD
 - 1. Barclay Water Treatment for annual water treatment services agreement
Total Cost: \$24,800
Contract Dates: 7/1/21 – 6/30/22
Funding Source: Operating Funds
Budget Year: 2021 – 2022
 - 2. Environmental Control Systems for an annual professional services agreement relating to environmental management and consulting to include AHERA, PA Chemical Right-to-Know Safety Data Sheet Program and Indoor Air Quality
Total Cost: \$24,400
Contract Dates: 7/1/21 – 6/30/22
Funding Source: Operating Funds
Budget Year: 2021 – 2022

9. Administrative

- a. Approval of the discipline of one high school student. The specific terms of the discipline shall be controlled by a written adjudication, incorporated herein by reference

I. ACTION AGENDA

Personnel Report – Director Ghrayeb

- 1. On a motion by Director Ghrayeb, seconded by Director MacNeal, the Board, on a roll call vote, unanimously approved a one year extension of agreement with the Teamster Local 384 effective July 1, 2021 through June 30, 2022
- 2. On a motion by Director Ghrayeb, seconded by Director Wisdom, the Board, on a roll call vote, unanimously approved a renewal with Frontline Education for

technology solutions for hiring/recruiting/performance evaluations & attendance
Total Cost: \$92,824.10
Contract Dates/Length: 7/1/21 – 6/30/22
Funding Source: Human Resources
Budget Year: 2021 – 2022

3. On a motion by Director Ghrayeb, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved a renewal with Kelly Educational Staffing for paraprofessional staff coverage at a pay rate of \$19.75 for Level II
Contract Dates/Length: 7/1/21 – 6/30/22
Funding Source: Human Resources
Budget Year: 2021 – 2022
4. On a motion by Director Ghrayeb, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved an agreement with the CCIU for Human Resources support
Contract Dates/Length: 6/21/21 – 8/30/21
Funding Source: Human Resources
Budget Year: 2021 – 2022
5. On a motion by Director Ghrayeb, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved amending the Flexible Spending Plan to allow for a carryover of unused funds in both the medical spending and dependent care spending accounts to be used in the 2021-2022 plan year. Any unused funds after the 2021 – 2022 plan year will follow the normal plan provisions. This is allowable as an exception under new IRS guidelines due to COVID for this year

Curriculum Report – Director Blust

Item 5b from the Consent Agenda:

On a motion by Director Blust, seconded by Vice President Britton, the Board on a roll call vote, unanimously approved a new agreement with Erbacher Consulting PLLC for professional development and consultation

Total Cost: NTE \$10,000

Contract dates/length: 5/27/21 – 6/30/22

Funding Source: Pupil Services

Budget Year: 2020 – 2021, 2021 – 2022

1. On a motion by Director Blust, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved the purchase of 190 textbooks for AP Physics 1 and 2 at East and West High Schools
Total Cost: \$37,168
Funding Source: Curriculum Capital
Budget Year: 2021 – 2022
2. On a motion by Director Blust, seconded by Vice President Britton, the Board, on a

roll call vote, unanimously approved the purchase of Cengage Learning OWL subscription for physical books and seat licenses for PD chemistry instruction (10th grade) at STEM Academy
Total Cost: \$32,926
Contract Dates/Length: 8/15/2021 – 7/30/27
Funding Source: Curriculum Capital
Budget Year: 2021 – 2022

3. On a motion by Director Blust, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved the renewal of 700 Mindtap licenses for Academic Biology Instructional resource at East and West High Schools
Total Cost: \$111,353
Contract Dates/Length: 8/15/21 – 7/30/27
Funding Source: Curriculum Capital
Budget Year: 2021 – 2022
4. On a motion by Director Blust, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved the renewal of Destiny Library Management System-K-12
Total Cost: \$25,530
Contract Dates/Length: 7/1/21 – 6/30/22
Funding Source: Curriculum
Budget Year: 2021 – 2022
5. On a motion by Director Blust, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved the renewal of 297 Raz Plus licenses for K-5
Total Cost: \$58,613
Contract Dates/Length: 7/11/21 – 7/11/22
Funding Source: Curriculum
Budget Year: 2021 – 2022
6. On a motion by Director Blust, seconded by Director Kring, the Board, on a roll call vote, unanimously approved the renewal of Newsela ELA school licenses for MC, DMS, LMS
Total Cost: \$33,220
Contract Dates/Length: 8/4/21 – 8/3/22
Funding Source: Curriculum
Budget Year: 2021 – 2022
7. On a motion by Director Blust, seconded by Director MacNeal, the Board, on a roll call vote, unanimously approved the renewal of Achieve 3000 and Actively Learn – licenses bundled
Total Cost: \$145,546
Contract Dates/length: 8/1/21 – 6/30/22
Funding Source: Curriculum
Budget Year: 2021 – 2022

8. On a motion by Director Blust, seconded by Director MacNeal, the Board, on a roll call vote, unanimously approved the purchase of Carnegie Learning for textbooks and on-line licenses for French 1-4, German 1-3, and Spanish 1-4
Total Cost: \$191,355
Contract Dates/Length: 7/1/21 – 7/1/25
Funding Source: Curriculum Capital
Budget Year: 2021 – 2022
9. On a motion by Director Blust, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved a contract with Edgenuity for a digital license of online curriculum to be used in special education classes
Total Cost: \$25,000
Contract Dates/Length: 8/1/21 – 7/31/22
Funding Source: Special Education
Budget Year: 2021 – 2022
10. On a motion by Director Blust, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved a renewal agreement with Naviance for college and career readiness software
Total Cost: \$36,205
Contract Dates/Length: 9/1/21 – 8/31/22
Funding Source: Pupil Services
Budget Year: 2021 – 2022
11. On a motion by Director Blust, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved a renewal agreement with Sweet, Stevens, Katz and Williams for monthly consultation with special education legal counsel, professional development and unlimited remote consultation
Total Cost: \$26,250
Contract Dates/Length: 7/1/21 – 6/30/22
Funding Source: Special Education
Budget Year: 2021 – 2022
12. On a motion by Director Blust, 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 (#5038022707)
Total Cost: NTE \$64,400
Contract Dates/Length: 6/10/21 – 6/30/22
Funding Source: Special Education
Budget Year: 2021 – 2022
13. On a motion by Director Blust, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved a Memorandum of Understanding with Delaware County Community College for Dual Enrollment Programming
Total Cost: NTE \$152,640
Contract Dates/Length: 7/1/21 – 6/30/22
Funding Source: Curriculum
Budget Year: 2021 – 2022

14. On a motion by Director Blust, 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 (#6685162775)
Total Cost: 2021-2022: NTE \$124,000; 2022-2023: NTE \$46,900; 2023-2024: NTE \$49,000
Contract Dates/Length: 06/16/2021 – 08/15/2024, 3 years
Funding Source: Special Education
Budget Year: 2021-2022, 2022-2023, 2023-2024

Finance Report – Director MacNeal

1. On a motion by Director MacNeal, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved a contract with AssetWorks Risk Management Inc. for comprehensive property re-inventory appraisal services
Total Cost: \$39,850
Contract Dates: 7/1/21 – 6/30/22
Funding Source: Business Office
Budget Year: 2021 – 2022
2. On a motion by Director MacNeal, seconded by Director Wisdom, the Board, on a roll call vote, unanimously approved the 2021 – 2022 CCIU Marketplace Services Contract Agreement and Pricing
Contract Dates/Length: 7/1/21 – 6/30/22
Funding Source: Special Education/Pupil Services
Budget Year: 2021 – 2022
3. On a motion by Director MacNeal, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved renewal of the Aramark Food Service Contract for the 2021 – 2022 school year with the guaranteed amount of \$259,625 to DASD. The 2021 – 2022 school year is year 3 of a 5-year contract awarded to Aramark in June 2019
Contract Dates: 7/1/21 – 6/30/22
Funding Source: Food Services
Budget Year: 2021 – 2022
4. On a motion by Director MacNeal, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved the 2021 – 2022 meal and a la carte pricing for elementary, middle and high schools. No increase in prices is recommended
5. On a motion by Director MacNeal, seconded by Vice President Britton, the Board, on a roll call vote, unanimously approved BBD, LLP as auditors for the District's June 30, 2021, financial statements
Total Cost: \$28,000
Contract Dates/Length: Year 2 of a 5-year agreement
Funding Source: Business Office
Budget Year: 2021 – 2022

Facilities Report – Vice President Britton

1. On a motion by Vice President Britton, seconded by Director MacNeal, the Board, on a roll call vote, unanimously approved a Change Order (ADD) to Watts Services, LLC, Site Contractor, Uwchlan Hills Elementary School New Construction, for rock removal in compliance with the Mediation Agreement
Total Cost: \$85,650
Contract Dates/Length: N/A
Funding Source: Capital Funds
Budget Year: 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 Apple Automotive Group Inc., Red Lion, PA to purchase a 2022 Ford 550 Super Duty 16' Box Truck, CoStars Contract #025-002
Total Cost: \$54,389
Contract Dates/Length: N/A
Funding Source: Capital Funds
Budget Year: 2021 – 2022
3. On a motion by Vice President Britton, seconded by Director Kring, the Board, on a roll call vote, unanimously approved a PO to Celtic Roots for annual maintenance on LYA Park Fields
Total Cost: \$49,500
Contract Dates: 7/1/21 – 6/30/22
Funding Source: Operating Funds
Budget Year: 2021-2022
4. On a motion by Vice President Britton, seconded by Director Kring, the Board, on a roll call vote, unanimously approved a PO to Hillyard for an annual repair and preventive maintenance agreement for custodial equipment
Total Cost: \$38,500
Contract Dates: 7/1/21 – 6/30/22
Funding Source: Operating Funds
Budget Year: 2021-2022
5. On a motion by Vice President Britton, seconded by Director Kring, the Board, on a roll call vote, unanimously approved a PO to Johnson Controls-Fire for an annual fire panel inspections and services agreement
Total Cost: \$34,887
Contract Dates: 7/1/21 – 6/30/22
Funding Source: Operating Funds
Budget Year: 2021-2022
6. On a motion by Vice President Britton, seconded by Director MacNeal, the Board, on a roll call vote, unanimously approved a PO to Kistler O'Brien for an annual life safety inspection services agreement
Total Cost: \$28,515
Contract Dates: 7/1/21 – 6/30/22
Funding Source: Operating Funds
Budget Year: 2021 – 2022

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

1. Discussion regarding new 5-6 building and full day kindergarten at July 14 board meeting or a special meeting?

It was agreed to survey the board for their availability for a special board meeting. Board members were asked to forward their vacation plans to the board secretary. Final date and time will be posted on the district website and advertised as required.

- 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 personnel nature regarding an individual employee directly to the superintendent.

Jill Gotlieb (Downingtown Borough) – thanked the district for mental health initiatives. Also thanked district for acknowledging and addressing inequities, LBGTQ and antiracism.

L. INFORMATION

1. 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.

June 2, 2021
June 7, 2021
June 16, 2021

The next regular School Board Meeting is scheduled for July 14, 2021 starting at 6:30 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

3. Enrollment Report

The attached enrollment report has been submitted from the district database as of June 1, 2021.

M. ADJOURNMENT

On a motion by Director MacNeal, the Board, agreed to adjourn at 7:43 p.m.

Respectfully submitted,

Virginia B. Warihay
School Board Secretary