

DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, March 4, 2020
6:30 p.m.

COMMITTEE OF THE WHOLE
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.

President Bertone
Director Blust
Vice President Britton
Director Ghrayeb
Director Gibson
Director Houghton
Director Kring
Director MacNeal
Director Wisdom

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF MINUTES – February 5, 2020

On a motion by Vice President Britton, seconded by Director Kring, the Board, on a voice vote, unanimously approved the minutes of the February 5, 2020 Committee of the Whole meeting.

D. COMMITTEE REPORTS

Personnel Committee Report – *Chairperson: Director Wisdom; Vice-Chair: Director Ghrayeb; Administrative Liaison: Dawna Hankins*

Consent Agenda Items

1. Request approval of the Personnel Items

Moved forward to the Consent Agenda for full board approval.

Action Agenda Items

1. Request approval of Release & Settlement for employee #20125

2. Request approval of Release & Settlement for employee #21406

3. Request approval of Resolution for Dismissal of employee #23171

Finance Committee Report – Chairperson: Director Kring; Vice-Chair: Director MacNeal;
Administrative Liaison: David Matyas

Presentation

1. Capital Plan – Mr. Dave Matyas, Dr. Lou Chance, Mr. Dale Lauver, Dr. Gary Mattei
Mr. Matyas presented a PowerPoint of the Capital Budget. Along with the 2020 recommendations the previously presented 2019 amounts were included. Mr. Lauver reviewed facilities requests, Dr. Mattei reviewed technology requests, Dr. Chance reviewed curriculum requests, and Mr. Matyas concluded with operational support and food service. Board approval of the 2020-2021 Capital Budget will be requested at the March 11 Board meeting.

Board requested the detail excel spreadsheet for this Capital Budget recommendation. This will be included in the Friday Board Update.

Action Agenda Items

1. **Request approval of the Capital Plan Budget**

Total Budget: \$9,996,125

Funding Source: Capital Fund 35

Budget Year: 2020 – 2021

This will be an action item for full board approval on March 11, 2020.

Public Comment on Finance Committee Report

(Public comment shall be limited to 5 minutes' duration per Board Policy #903-Public Participation in Board Meetings.)

Policy Committee Report – Chairperson: Director Houghton; Vice-Chair: Director Gibson;
Administrative Liaison: Robert Reed

Policies Out for 30-Day Review:

1. AG Administrative Guidelines: 626 Federal and Fiscal Compliance
2. 610 Purchases Subject to Bid/Quotation
3. 611 Purchases Budgeted
4. AG Administrative Guidelines: 200 Enrollment of Students
5. 709 Building Security
6. 805 Emergency Preparedness
7. AG Administrative Guidelines: 805 Emergency Preparedness
8. 805.1 Relations with Law Enforcement Agencies
9. AG Administrative Guidelines: 805.1 Relations with Law Enforcement Agencies
10. 233 Suspension and Expulsion
11. 201 Admission of Students
12. 705 Safety
13. AG Administrative Guidelines: 705 Safety

Moved forward to the Consent Agenda for full board approval.

Dr. Reed to share process for placement of students who are expelled from the district with the Board via the Board Update.

New Business:

1. 222 Tobacco and Vaping Products
2. AG Administrative Guideline: 222 Tobacco and Vaping Products
3. 323 Tobacco Use
4. 904 Public Attendance at School Events
5. AG Administrative Guidelines: 707 Use of Facilities

The above policies will be out for 30 days.

Public Comment on Policy Committee Report

(Public comment shall be limited to 5 minutes' duration per Board Policy #903-Public Participation in Board Meetings.)

Technology Committee Report – *Chairperson: Director Kring; Vice-Chair: Director Gibson; Administrative Liaison: Gary Mattei*

Consent Agenda Items

1. **Request approval to purchase a projector, motorized screen, sound system and Professional installation services for Marsh Creek Library**
Total Cost: NTE \$16,800
Funding Source: Capital Budget
Budget Year: 2019 – 2020

Moved forward to the Consent Agenda for full board approval.

2. **Request approval to purchase seven interactive flat panel displays for the seminar and collaboration rooms at the STEM Academy**
Total Cost: NTE \$12,800
Funding Source: Capital Budget
Budget Year: 2019 – 2020

Moved forward to the Consent Agenda for full board approval.

3. **Request approval of the technology insurance fees for grades 6-8 at the current rate of \$75 annually, and starting in 2020-21 for grade 9 at the new unified rate of \$100 annually. In 2020-21, high school students in grades 10-12 shall maintain their existing annual technology insurance fees of \$75 and \$200 respectively, while enrolled at DASD**

This will be an action item for full board approval on March 11, 2020.

Director MacNeal requested a paper copy of the 1-1 presentation to be given at the Board meeting next week.

Action Agenda Items

1. **Request approval to renew the learning management system, Schoology, for DASD teachers, students and parents for 2020 – 2021**
Total Cost: NTE \$46,250
Contract Dates/Length: 2020 – 2021
Funding Source: Operating Budget
Budget Year: 2020 – 2021

This will be an action item for full board approval on March 11, 2020.

2. **Request approval to renew the student information system, Infinite Campus, for DASD teachers, students and parents for 2020 – 2021 through 2023– 2024**
Total Cost: 2020 – 2021 NTE \$170,694
2021 – 2022 NTE \$181,735
2022 – 2023 NTE \$194,445
2023 – 2024 NTE \$205,913
Contract Dates/Length: 2020 – 2024
Funding Source: Operating Budget
Budget Year: 2020 – 2021; 2021 – 2022; 2022 – 2023; 2023 – 2024

This will be an action item for full board approval on March 11, 2020.

3. **Request approval to purchase a district-wide radio communication system including installation services and 200 handheld radios**
Total Cost: NTE \$217,042
Funding Source: Capital Budget (minus Act 44 Security Grant award)
Budget Year: 2019 – 2020; 2020 – 2021

This will be an action item for full board approval on March 11, 2020.

4. **Request approval to purchase 42 interactive projectors and required accessories for Lionville Elementary School**
Total Cost: NTE \$69,000
Funding Source: Capital Budget
Budget Year: 2019 – 2020

This will be an action item for full board approval on March 11, 2020.

5. **Request approval to purchase 93 printers and PaperCut software. This change in printer hardware will also reduce the cost per printed page structure of the current Office Technologies agreement on this equipment**
Total Cost: NTE \$84,775
Funding Source: Capital Budget
Budget Year: 2019 – 2020

This will be an action item for full board approval on March 11, 2020.

6. **Request approval to purchase 20 replacement laptops for high school and middle school Project Lead the Way and engineering course teachers**

Total Cost: NTE \$35,000
Funding Source: Capital Budget
Budget Year: 2019 – 2020

This will be an action item for full board approval on March 11, 2020.

Director Blust asked how many student participate in Project Lead The Way during the high school experience. This information will be included in a Board Update.

Public Comment on Technology Committee Report

(Public comment shall be limited to 5 minutes' duration per Board Policy #903-Public Participation in Board Meetings.)

Facilities Committee Report – *Chairperson: Vice President Britton; Vice-Chair: Director Houghton; Administrative Liaison: Dale Lauver*

Action Agenda Items

1. **Request approval to engage the law firm of Riley Riper Hollin & Colagreco to represent the district and provide legal advice in connection with a Conditional Use Hearing and a Zoning Hearing for the River Station property**

Total Cost: \$395 per hour
Contract Dates/Length: 3/12/20 – 6/30/21
Funding Source: Capital Funds
Budget Year: 2019 – 2020; 2020 – 2021

This will be an action item for full board approval on March 11, 2020.

2. **Request approval of a PO to KCBA Architects to perform the work necessary for a Conditional Use Hearing and a Zoning Hearing for the River Station property**

Total Cost: \$84,880
Contract Dates/Length: 3/12/20 – 6/30/21
Funding Source: Capital Funds
Budget Year: 2019 – 2020; 2020 – 2021

This will be an action item for full board approval on March 11, 2020.

3. **Request approval of a PO to DL Howell & Associates to provide necessary civil engineering services for a Conditional Use Hearing and a Zoning Hearing for the River Station property**

Total Cost: \$29,100
Contract Dates/Length: 3/12/20 – 6/30/21
Funding Source: Capital Funds
Budget Year: 2019 – 2020; 2020 – 2021

This will be an action item for full board approval on March 11, 2020.

Public Comment on Facilities Committee Report

(Public comment shall be limited to 5 minutes' duration per Board Policy #903-Public Participation in Board Meetings.)

Curriculum Committee Report – Chairperson: Director Wisdom; Vice-Chair: Director Blust;
Administrative Liaison: Lou Chance

Consent Agenda Items

1. **Request approval of a settlement agreement and release with the parents of a DASD student (#5598254816)**

Total Cost: \$17,500

Contract Dates/Length: 3/12/20 – 8/23/26

Funding Source: Special Education

Budget Year: 2020 – 2021

Moved forward to the Consent Agenda for full board approval.

2. **Request approval of the following field trip items:**

Curricular:

- DHSE, (DHSW, STEM) – Grades 9-12, German – Goethe Institute, New York, NY – April 3, 2020 – 1 day missed
- STEM, (DHSE, DHSW) – Grades 9-12, LINK students – South Mountain YMCA, Reinholds, PA – October 23-25, 2020 – No days missed
- DHSE, DHSW, STEM – Grades 9-12 – Panama Waterways and Wetlands, Panama – June 17 to 24, 2021 – No days missed
- DHSE, STEM, (DHSW) – Grades 9-12, TSA Club – TSA National Conference and Competition, Nashville, TN – June 27 to July 2, 2020 – No days missed
- DHSE, STEM, (DHSW) – Grades 9-12, TSA Club – TSA State Conference & Competition, Seven Springs, PA – April 15 to 18, 2020 – 2.5 days missed

Non-curricular:

- DHSE, DHSW, (STEM) – Grades 9-12, Indoor Guard – MAIN Indoor Guard Championships, Toms River, NJ – April 18 to 19, 2020 – No days missed

Moved forward to the Consent Agenda for full board approval.

Given recent news regarding Coronavirus, Board asked administration to check on payments to bus companies for trips that may have to be cancelled.

Action Agenda Items

1. **Request approval to purchase musical instruments for band, general music, strings, and vocal music across the district**

Total Cost: NTE \$56,062

Funding Source: Curriculum Capital

Budget Year: 2019 – 2020

This will be an action item for full board approval on March 11, 2020.

2. **Request approval of a settlement agreement and release with the parents of a DASD student (#9477956937)**

Total Cost: \$37,500

Contract Dates/Length: 3/12/20 – 4/26/27
Funding Source: Special Education
Budget Year: 2019 – 2020

This will be an action item for full board approval on March 11, 2020.

- 3. Request approval of a settlement agreement and release with the parents of a DASD student (# 4185723466)**

Total Cost: \$75,000

Contract Dates/Length: 3/12/20 – 6/30/20
Funding Source: Special Education
Budget Year: 2019 – 2020

This will be an action item for full board approval on March 11, 2020.

Director MacNeal asked about disabilities of students which resulted in settlements. Why is the district not meeting the needs of student? Dr. Chance and Ms. Dennis explained that this information as it relates to individual students is protected and confidential. General collective information is kept by the district and is also available and posted with the Office of Dispute Resolution. It was agreed that this would be provided to the board twice a year (June/December) via the Board Update.

Public Comment on Curriculum Committee Report

(Public comment shall be limited to 5 minutes' duration per Board Policy #903-Public Participation in Board Meetings.)

E. ADDITIONAL ACTION OR DISCUSSION ITEMS

- 1. Request approval of the Downingtown Area School District's Special Education Plan for 2020–2023 in accordance with Chapter 14 of the Pennsylvania School Code**

This will be an action item for full board approval on March 11, 2020.

Director MacNeal stated she will be forwarding her questions regarding the Special Education plan to Ms. Dennis.

Director Ghrayeb shared her experience attending board meeting, now being a board member and attending Student Life and Wellness meetings. She commended the hard work of the district around wellness and mental health. Still feels there is a disconnect with the community. Recommended the administration consider the addition of a full time Wellness professional. Vice President Britton echoed this request and the need to change the focus around mental health.

As the Board representative for the Chester County Legislative Committee Director Gibson asked the board to consider the approval of a proposed resolution regarding cyber charter school funding reform. All county districts are being asked to approve the resolution. She will forward the document to board members for their review. This will be an action item on the March Board meeting agenda.

F. PUBLIC COMMENT PERIOD – (Public comment shall be limited to 5 minutes’ duration per Board Policy #903-Public Participation in Board Meetings.)

G. INFORMATION

The School Board Meeting is scheduled for:

Wednesday, March 11, 2020, at 6:30 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

The next Committee of the Whole Meeting is scheduled for:

Wednesday, April 1, 2020, at 6:30 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

H. ADJOURNMENT

On a motion by Vice President Britton, seconded by Director Blust, the Board, on a voice vote agreed to adjourn at 8:09 p.m.

Respectfully submitted,

Virginia B. Warihay
School Board Secretary