

**DOWNINGTOWN AREA BOARD OF EDUCATION**  
**Meeting held Virtually**  
**Wednesday, April 1, 2020**  
**6:30 p.m.**

**COMMITTEE OF THE WHOLE**  
**NOTES**

**A. CALL TO ORDER**

President Bertone called the meeting to order at 6:45 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 – March 4, 2020**

On a motion by Director MacNeal, seconded by Director Wisdom, the Board, on a voicel vote, unanimously approved the minutes of the March 4, 2020 Committee of the Whole.

**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.**

**2. Request approval of an agreement with Infinisource for COBRA administration services**

**Total Cost: \$.40 per insured per month and \$3.00 per retiree per month**

Contract Dates: 7/1/20 – 6/30/23

Funding Source: General Fund

Budget Year: 2020 – 2021; 2021 – 2022; 2022 – 2023

**Moved forward to the Consent Agenda for full board approval.**

**3. Request approval of an agreement with Glassdoor**

**Total Cost: \$12,000**

Contract Dates: 4/1/20 – 3/31/21

Funding Source: Personnel Budget

Budget Year: 2020 – 2021; 2021 – 2022

**Moved forward to the Consent Agenda for full board approval.**

Action Agenda Items

1. **Request approval per attached Release & Settlement of employee #22707**

**This will be an action item for full board approval on April 6, 2020.**

2. **Request approval of a renewal agreement with Independence Blue Cross for a medical administrative fee agreement**

**Total Cost: 2020-2021: \$38.61 per contract per month; 2021 – 2022: \$38.98 per contract per month; 2022 – 2023: \$40.16 per contract per month**

Contract Dates: 7/1/20 – 6/30/23

Funding Source: General Fund

Budget Year: 2020 – 2021; 2021 – 2022; 2022 – 2023

**This will be an action item for full board approval on April 6, 2020.**

Board requested clarification of per contract per month versus employee cost in the Board Update.

3. **Request approval of a renewal agreement with SwiftMD for telemedicine services**

**Total Cost: \$3.41 per member per month**

Contract Dates: 7/1/20 – 6/30/21

Funding Source: General Fund

Budget Year: 2020 – 2021

**This will be an action item for full board approval on April 6, 2020.**

Board asked whether this was consortium pricing through the CCIU. Clarification through Board Update.

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

Consent Agenda Items

1. **Request approval of the donation of a Nikon microscope and Fisher scientific analytical balance to the district's science department**

**Donated Value: \$4,500**

Budget Year: 2019 – 2020

**Moved forward to the Consent Agenda for full board approval.**

2. **Request approval of an agreement with Dr. Dametraus Jagers for professional development sessions and training for building leadership and building equity team members on equity-centered leadership, equity-centered school environments, and bias**  
**Total Cost: NTE \$7,500**

Contract Dates: 4/8/20 – 6/30/20

Funding Source: Assistant Superintendent Of Operations

Budget Year: 2019 – 2020

**Moved forward to the Consent Agenda for full board approval.**

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

Curricular:

- a. MC – Grade 6 – Paradise Farm Camps, Downingtown, PA – Sept/Oct 2020, one overnight per team – 2 class days missed

**Moved forward to the Consent Agenda for full board approval.**

#### Action Agenda Items

1. **Request approval of an agreement with Illuminate Education for data and curriculum warehousing**

**Total Cost: 2019 – 2020: \$10,000; 2020 – 2021: \$130,100; 2021 – 2022: \$128,000; 2022 – 2023: \$108,000**

Contract Dates: 4/7/20 – 6/30/23

Funding Source: Curriculum

Budget Year: 2019 – 2020; 2020 – 2021; 2021 – 2022; 2022 - 2023

**This will be an action item for full board approval on April 6, 2020.**

Director MacNeal requested future presentation on Illuminate Education.

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

**Moved forward to the Consent Agenda for full board approval.**

Remove wording “except in an area designated and posted by the district” from #9 in Administrative Guideline 904 Public Attendance at School Events

New Business

1. AG Administrative Guideline: 810 Transportation

**The above policy 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*

Action Agenda Items

1. **Request approval to purchase A/V components for all classrooms and large-group spaces for the new Uwchlan Hills Elementary and STEM Academy**

**Total Cost: NTE \$185,000**

Funding Source: Capital Budget

Budget Year: 2020 – 2021

**This will be an action item for full board approval on April 6, 2020.**

President Bertone asked administration to explore keeping the outdated devices as back up.

2. **Request approval to purchase all network infrastructure hardware including switches, UPS battery backup units and associated cables for the new Uwchlan Hills Elementary and STEM Academy**

**Total Cost: NTE \$85,000**

Funding Source: Capital Budget

Budget Year: 2020 – 2021

**This will be an action item for full board approval on April 6, 2020.**

3. **Request approval to purchase 1150 tablets for the sixth-grade 1:1 program and 1800 tablets for K-5 carts**

**Total Cost: NTE \$985,300**

Funding Source: Capital Budget

Budget Year: 2020 – 2021

**This will be an action item for full board approval on April 6, 2020.**

4. **Request approval to purchase 1225 laptops for the ninth grade 1:1 program**

**Total Cost: NTE \$1,160,625**

Funding Source: Capital Budget  
Budget Year: 2020 – 2021

**This will be an action item for full board approval on April 6, 2020.**

Public Comment on Technology Committee Report

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

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

Action Agenda Items

**1. Request approval of furniture bids for the new Uwchlan Hills Elementary School**

**Total Cost: NTE \$700,000**

Contract Dates: N/A

Funding Source: Capital Fund 33 Bond Fund

Budget Year: 2019 – 2020; 2020 – 2021

**This will be an action item for full board approval on April 6, 2020.**

**2. Request approval of furniture bids for the STEM Academy**

**Total Cost: NTE \$400,000**

Contract Dates: N/A

Funding Source: Capital Fund 35 Capital Projects

Budget Year: 2019 – 2020

**3. Accept the donation from the Lionville Middle School Home and School Association of a wi-fi enabled sound system for the gymnasium**

**Donated Value: \$1,940.76**

Budget Year: 2019 – 2020

**This will be an action item for full board approval on April 6, 2020.**

Board commented that this type of donation does not allow for equity across all schools. Allows Home and School to alter timeline and sets precedent. Dr. Mattei stated this system was vetted through IT. It is identical to the recent installation at DMS. Through the five-year capital plan, LMS is scheduled to have this system installed by the district in 2022. Administration was asked to verify with LMS Home and School that they are aware of this future purchase by the district and still wish to expend these funds.

Administration was also asked to review Administrative Guideline 915 Home and School Associations

**4. Request approval of following tax assessment appeal settlement: C&M 303 LP which is a commercial building occupied by Wayne Moving and Storage**

The property has an assessment of \$3,739,500. The District appealed the property's 2019 tax

year assessment.

The School District's appraiser, Valbridge, valued the property at a market value of \$8,800,000 for 2019 and \$9,200,000 for 2020. The property owner and School District have agreed on the following settlement: (1) for the tax year 2019, we agree to fair market value for the property of \$8,300,000, which is 94% of the School District's appraisal; (2) for the tax year 2020 for we agree to a fair market value of \$9,000,000, which is 98% of the School District's appraisal. These increased market values would result in a real estate assessment increase of \$518,400 to \$4,257,900 for 2019 and an increase of \$643,500 to \$4,437,000 for 2020. These increases would result in additional annual revenue to the District of approximately \$14,500 for 2019 and \$18,000 for 2020 and moving forward.

The property owner also has requested an agreement through counsel, whereby the School District and the property owner agree not to appeal the assessment for two years. Finally, the property owner will also discontinue its separate civil complaint challenging the School District's appeal on uniformity grounds.

**Additional Annual Revenue: \$14,500 for 2019 – 2020**

**Additional Annual Revenue: \$18,000 for 2020 – 2021 and future years**

Contract Length: N/A

Funding Source: General Fund

**This will be an action item for full board approval on April 6, 2020.**

**5. Request approval of following tax assessment appeal settlement: The 102 Pickering property is an 80,000 sq.ft. office building at the corner of Rt. 100 and Gordon Drive**

The property is assessed for \$2,856,150, which is the result of a stipulated settlement of a tax assessment appeal filed by the property owner in 2014. The current assessment implies a market value of \$5,567,543 for 2019 and \$5,793,407 for 2020. The School District filed an appeal of the 2019 property taxes. The parties have agreed to settle the appeal for a market value of \$6,800,000 for the tax year 2019, which equates to an increase in the assessment of \$632,250 and additional annual revenue of \$17,700/yr.; and a market value of \$8,300,000 for tax year 2020 and moving forward, which equates to an increase in the assessment of \$1,235,750 and additional annual revenue of \$34,600/yr. In addition, both parties agree not to appeal the property's tax assessment for a period of two years. Finally, the property owner has requested a period of time to remit the additional tax due to the School District based on the stipulated assessment for the tax year 2019 not to exceed six months.

**Additional Annual Revenue: \$17,700 for 2019 – 2020**

**Additional Annual Revenue: \$34,600 for 2020 – 2021 and future years**

Contract Length: N/A

Funding Source: General Fund

**This will be an action item for full board approval on April 6, 2020.**

**6. Request approval of the 2020 – 2021 Chester County Intermediate Unit Core Services budgets in the amount of \$29,082,576**

**This will be an action item for full board approval on April 6, 2020.**

Administration was requested to put breakdown of district cost for the CCIU core and occupational education budget in the board update. Request also made for future presentation by CCIU on their budget and services.

**7. Request approval of the 2020 – 2021 Chester County Intermediate Unit Occupational Education Budget in the amount of \$30,011,584**

**This will be an action item for full board approval on April 6, 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.)

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

Action Agenda Items

**1. Request approval of a contract with 3B Services, the apparent low bidder for the boiler replacements at Beaver Creek Elementary School**

**Total Cost: \$367,000 base bid only**

Funding Source: Capital Budget

Contract Dates: 4/7/20 – 6/30/20

Budget Year: 2019 – 2020

**This will be an action item for full board approval on April 6, 2020.**

**2. Request approval of a contract with Greg A. Vietri, Inc., the apparent low bidder for the emergency generator replacement at Downingtown High School East**

**Total Cost: \$187,430 base bid only**

Funding Source: Capital Budget

Contract Dates/Length: 4/7/20 – 6/30/20

Budget Year: 2019 – 2020

**This will be an action item for full board approval on April 6, 2020.**

**3. Request approval of a contract with 3B Services, the apparent low bidder for the boiler replacements at Downingtown High School East**

**Total Cost: \$667,600 base bid only**

Funding Source: Capital Budget

Contract Dates: 4/7/20 – 6/30/21

Budget Year: 2019 – 2020; 2020 – 2021

**This will be an action item for full board approval on April 6, 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.)

**E. ADDITIONAL ACTION OR DISCUSSION ITEMS**

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

Joe Halstead (Uwchlan Township) – Is there any way for teachers to do virtual classroom where they give lesson online live or recorded and take questions from students?

Beth Buglio (Uwchlan Township) - When schools reopen, to reduce recurring Covid-19 transmission, would DASD consider scheduling plans that reduce the number of secondary students who come in contact with each other each day. Perhaps split session with reduced class size, wider spacing between desks and 2 courses blended or online. Perhaps designate a Freshman wing in which each class of students stay in one room (each remaining at and cleaning his or her own desk) while a team of core subject teachers rotate teaching in each of those homerooms. That type of school organization is used in other countries.

Amanda McLaughlin (Downingtown Borough) – Thanks for all you do.

**G. INFORMATION**

The School Board Meeting is scheduled for:  
Monday, April 6, 2020, at 6:30 p.m. Meeting to be held virtually.

The next Committee of the Whole Meeting is scheduled for:  
Wednesday, May 6, 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, the Board, agreed to adjourn at 7:58 p.m.

Respectfully submitted,

Virginia B. Warihay  
School Board Secretary