

**DOWNINGTOWN AREA BOARD OF EDUCATION**  
**Meeting to be held virtually**  
**Wednesday, January 6, 2021**  
**To follow Special Board Meeting**

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

**A. CALL TO ORDER**

President Bertone called the meeting to order at 8:20 p.m.

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

**B. APPROVAL OF MINUTES – December 2, 2020**

On a motion by Director Kring, seconded by Director Blust, the Board, on a voice vote, unanimously approved the minutes of the December 2, 2020 Committee of the Whole.

**C. PRESENTATION**

**1. Special Education – Ms. Dennis**

Ms. Dennis presented a PowerPoint highlighting special education key laws/terminology, the district's child find obligation, the evaluation process & associated timelines, the key components of an Individualized Education Program, and the Free and Appropriate Public Education Mandate.

**D. COMMITTEE REPORTS**

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

Consent Agenda Items

**1. Request approval of the Personnel Items**

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

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

Consent Agenda Items

1. **Request approval of a contract for Wilson Reading Services with Lori Vanderbilt, LLC for instructional services at Downingtown High School West**  
**Total Cost: NTE \$20,000**  
Contract Dates/Length: 11/9/20 – 6/15/20  
Funding Source: Special Education  
Budget Year: 2020 – 2021

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

2. **Request approval for the donation, disposal or sale of the following items:**

DE (1) Horizontal Filing Cabinet (estimated 25 years old - came from surplus furniture)  
DE (1) Alto Saxophone (all instruments are about 30 years old and inoperable)  
DE (1) Bass Clarinet  
DE (3) Tenor Saxophone  
DW (1) Tilt Skillet – poor condition and no longer in use  
DW (1) Double Steamer - inoperable  
DW (1) Small Steam Kettle - inoperable  
MC6 (5) Old, out of date, broken library books (20+ years old – sent from LMS and DMS when MC opened)  
UH (12) Read 180 Curriculum (estimated age of materials- 8-10 years) updated materials provided last year

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

#### Action Agenda Items

1. **Request approval of a waiver agreement with the parents of a DASD student (#8274589793)**  
**Total Cost: 2020 – 2021: \$22,000; 2021 – 2022: \$22,000**  
Contract Dates/Length: 1/14/21 – 6/30/22  
Funding Source: Special Education  
Budget Year: 2020 – 2021, 2021 – 2022

**This will be an action item for full board approval on January 13, 2021.**

#### 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*

#### New Business:

1. 610 Purchases Subject to Bid Quotation
2. 611 Purchases Budgeted
3. AG Administrative Guideline: 626 Federal Fiscal Compliance
4. AG Administrative Guideline: 208 Withdrawal from School

**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 Wisdom; Administrative Liaison: Gary Mattei*

Consent Agenda Items

1. **Request approval to purchase a projector, sound system, wireless microphones and related accessories for Shamona Creek multipurpose room**

**Total Cost: NTE \$18,000**

Funding Source: Capital Funds

Budget Year: 2020 – 2021

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

2. **Request approval to purchase a projector, sound system, wireless microphones and related accessories for West Bradford multipurpose room**

**Total Cost: NTE \$13,000**

Funding Source: Capital Funds

Budget Year: 2020 – 2021

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

3. **Request approval to purchase a sound system, wireless microphones and related accessories for Bradford Heights multipurpose room**

**Total Cost: NTE \$9,000**

Funding Source: Capital Funds

Budget Year: 2020 – 2021

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

4. **Request the surplus sale or disposal of the following end of life devices**

<b>Make</b>	<b>Model</b>	<b>Notes</b>	<b>Category</b>
Apple	iMac A1419	End of life (2013)	Sell
Apple	iMac A1418	End of life (2014)	Sell
Apple	Mac Mini A1347	End of life (2010)	Sell
Apple	iPad Mini 4 A1538	End of life (2014)	Sell
Dell	Precision 5510 laptop	End of life (2012)	Sell

Barnes & Noble	Nook BNRV200	End of life (from schools)	Sell
Kajeet	SmartSpot 800 4G LTE	End of life (2014)	Sell
Dell	Computing Cart ERGITD	End of life (2006)	Recycle
IBM	XSeries 3550M4 Servers	End of life (2012)	Sell
Dell	PowerEdge R610 Servers	End of life (2012)	Sell

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

Action Agenda Items

1. **Request approval to purchase servers, storage and associated licensing for DASD video surveillance storage**  
**Total Cost: NTE \$100,000**  
Funding Source: Capital Budget  
Budget Year: 2020 – 2021

**This will be an action item for full board approval on January 13, 2021.**

2. **Request approval to purchase 120 desktop computers for Project Lead the Way (PLTW) for the four labs for the middle schools**  
**Total Cost: NTE \$135,000**  
Funding Source: Capital Budget  
Budget Year: 2020 – 2021

**This will be an action item for full board approval on January 13, 2021.**

3. **Request approval to purchase 60 laptops for STEM teachers**  
**Total Cost: NTE \$55,000**  
Funding Source: Capital Budget  
Budget Year: 2020 – 2021

**This will be an action item for full board approval on January 13, 2021.**

4. **Request approval to purchase 83 laptops for building secretaries and special education aides**  
**Total Cost: NTE \$73,000**  
Funding Source: Capital Budget  
Budget Year: 2020 – 2021

**This will be an action item for full board approval on January 13, 2021.**

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 MacNeal; Vice-Chair: Director Houghton; Administrative Liaison: David Matyas*

Consent Agenda Items

1. **Request approval of the following Student Activity Clubs:**
  - a. **STEM Class of 2024** – This club will raise money and host events for the class of 2024. They will raise funds with movie nights, t-shirt sales, pie a teacher and a trivia night. The funds will be used to save money for class events like dances and trips.
  - b. **DHSW Computer Science Honor Society** – This club exists to promote equity, service and excellence in computing. The funds will come from membership dues and grants from the Computer Science Teacher Association (CSTA). The funds will be used in inclusive outreach programs through the high school and middle school, and workshops to increase computer science skills and awareness of computer science, especially for those that are underrepresented in the computing industry.

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

Action Agenda Items

1. **Request approval of a modification to the contract with Krapf Bus Company for up to 10 virtual days at 90% of the daily rate if the entire school district is closed**

**This will be an action item for full board approval on January 13, 2021.**

2. **Request approval of the Act 1 Budget Resolution certifying the School Board will not increase the rate of the District’s real estate tax, or any other tax for the support of public education, for the 2021 – 2022 fiscal year, by an amount that exceeds the Act 1 index of 3%**

**This will be an action item for full board approval on January 13, 2021.**

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 Kring; Administrative Liaison: Dale Lauver*

Consent Agenda Items

1. **Request approval for a Change Order (DEDUCT) to Tri-County Mechanical, Mechanical Contractor on the STEM Academy Addition project, for adjustment in contract value to account for unused portion of original bidded contract amount**  
**Total Credit: (\$94,292.90)**  
Contract Dates/Length: Until Project Completion  
Funding Source: Capital Funds  
Budget Year: 2020 – 2021

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

- 2. Request approval for a Change Order (DEDUCT) to Caldwell, Heckles & Egan, General Contractor on the STEM Academy Addition project, for adjustment in contract value to account for unused portion of original bidded contract amount**  
**Total Cost: (\$648.03)**  
Contract Dates/Length: Until Project Completion  
Funding Source: Capital Funds  
Budget Year: 2020 – 2021

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

- 3. Request approval for a Change Order (DEDUCT) to Pinnacle Electrical Construction LLC, Electrical Contractor on the STEM Academy Addition project, for adjustment in contract value to account for unused portion of original bidded contract amount**  
**Total Cost: (\$5,483)**  
Contract Dates/Length: Until Project Completion  
Funding Source: Capital Funds  
Budget Year: 2020 – 2021

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

- 4. Request approval for a Change Order (DEDUCT) to Five Star, Inc., Mechanical Contractor on the UHES New Construction project, for adjustment in contract value to account for unused portion of original bidded contract amount**  
**Total Cost: (\$74,918.16)**  
Contract Dates/Length: Until Project Completion  
Funding Source: Capital Funds  
Budget Year: 2020 – 2021

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

#### Action Agenda Items

- 1. Request approval to renew the farm lease with Mr. Sam Acker to farm district-owned land in Uwchlan Township for the annual fee of \$27,600**  
Contract Dates/Length: 4/1/21 – 3/31/22

**This will be an action item for full board approval on January 13, 2021.**

- 2. Request approval to renew the farm lease with Mr. Gil Weaver to farm and maintain district-owned land in East Brandywine Township for no fee**  
Contract Dates/Length: 2/1/21 – Settlement between DASD and Ryan Homes

**This will be an action item for full board approval on January 13, 2021.**

- 3. Request approval to renew the farm lease with Mr. Bill Plank to farm district-owned land in East Brandywine Township for the annual fee of \$2,354**  
Contract Dates/Length: 1/1/21 – 11/1/21

**This will be an action item for full board approval on January 13, 2021.**

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** – 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.

**G. INFORMATION**

The School Board Meeting is scheduled for:

Wednesday, January 13, 2021 at 6:30 p.m. Meeting to be held virtually.

The next Committee of the Whole Meeting is scheduled for:

Wednesday, February 3, 2021 at 6:30 p.m. Meeting to be held virtually.

**H. ADJOURNMENT**

On a motion by Director MacNeal, seconded by Director Kring, the Board, agreed to adjourn at 9:17 p.m.

Respectfully submitted,

Virginia B. Warihay  
School Board Secretary