

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

COMMITTEE OF THE WHOLE
NOTES

A. CALL TO ORDER

President Bertone called the meeting to order at 6:34 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
Dr. MacNeal
Director Wisdom

B. PLEDGE OF ALLEGIANCE

C. SUPERINTENDENT UPDATE – Dr. Lonardi

Dr. Lonardi presented a PowerPoint update. Current Chester County Metrics were reviewed along with health and safety plan transmission levels. Also reviewed were staff vaccination survey results.

D. PRESENTATION: Comprehensive Plan

Dr. Reed presented a PowerPoint reviewing the Comprehensive Plan. This is a PDE requirement. Document will be posted for 30 days and is scheduled for board approval on November 10th. Dr. Reed reviewed the three plan components of Ready, Set and Go. Three goals were reviewed. Goal 1: improve secondary attendance to achieve the future ready benchmark of 94.1% (18-19); Goal 2: improve growth and proficiency rates for middle level mathematics; Goal 3: achieve 100% compliance rate for the career education work standards for k-12 schools.

E. APPROVAL OF MINUTES – September 1, 2021

On a motion by Dr. MacNeal, by Director Blust, the Board, on a voice vote, unanimously approved the minutes of the September 1, 2021 Committee of the Whole.

F. COMMITTEE REPORTS

Personnel Committee Report – *Chairperson: Director Ghrayeb; Vice-Chair: Director Gibson; Administrative Liaison: Dr. Duda*

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 the salary increase to \$130,000 for Jennifer Shealy, Director of Communications, to be effective October 14, 2021, prorated based on the number of days remaining in the 2021-2022 fiscal year**

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

2. **Request approval for the position of Communications Manager beginning July 1, 2022
Group: ACT 93/Level 4/Range IV
Funding Source: Personnel Budget
Budget Year: 2022 – 2023**

Motion to be reworded: Request approval for an additional Communication Department Position beginning July 1, 2022. Eliminate the Group information from the motion pending Communication Audit report.

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

Position descriptions for Director and new position were requested.

3. **Request approval of contract with Chester County Intermediate Unit for communications audit
Total Cost: \$6,300
Contract Dates/Length: 7/1/21 – 3/31/22
Funding Source: Superintendent Budget
Budget Year: 2021 – 2022**

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

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

Consent Agenda Items

1. **Request approval of the purchase of new and replacement instruments for elementary, middle, and high school music classes
Total Cost: NTE \$13,624
Funding Source: Curriculum Capital
Budget Year: 2021 – 2022**

Moved forward to the Consent Agenda for full board approval.

2. **Request approval of a renewal agreement with the CCIU for MA Billing Services
Total Cost: \$1.91 per MA Billing transaction, \$31.56 per MA medical authorization
Contract Dates/Length: 10/14/21 – 6/30/22**

Funding Source: Special Education
Budget Year: 2021 – 2022

Moved forward to the Consent Agenda for full board approval.

3. Request approval of a settlement agreement with the parents of a DASD student (#6723371852)

Total Cost: \$4,500

Contract Dates/Length: 10/14/21 – 6/30/22

Funding Source: Special Education

Budget Year: 2021 – 2022

Moved forward to the Consent Agenda for full board approval.

4. Request approval of a waiver agreement with the parents of a DASD student (PA ID #6394797855)

Total Cost: \$12,000

Contract Dates/Length: 10/14/21 – 6/30

Funding Source: Special Education

Budget Year: 2021 – 2022

Moved forward to the Consent Agenda for full board approval.

5. Request approval of the following one-time field trips

- a. STEM, (DHSE, DHSW) – Grades 9-12, Model UN – ILMUNC (Ivy League Model UN Conference), Philadelphia, PA – Jan. 27 to Jan. 30, 2022 - 1 day missed
- b. LMS, (DMS) – Grade 7, History – National Constitution Center and Historic Philadelphia, Philadelphia, PA – Nov. 12, 2021 – 1 day missed
- c. STEM, (DHSE, DHSW) – Grades 11-12 – Tour of Paris, The Riviera, and Rome, France and Italy – June or July 2022 – No days missed

Moved forward to the Consent Agenda for full board approval.

6. Request approval of the donation, disposal, or sale of the following items:

Item	Building	Approximate Age	Reason for Disposal
Books	PV	15 years	No Longer Needed
Boxes of Books	PV	15 years	No Longer Needed
Computer Table	PV	15 years	No Longer Needed
Metal Chair	PV	15 years	No Longer Needed

Item	Building	Approximate Age	Reason for Disposal
Padded Chair	PV	15 years	No Longer Needed
Art Drying Rack	PV	15 years	No Longer Needed
Chairs	PV	15 years	No Longer Needed
Damaged Rugs	WB		No Longer Needed
Cabinet White Board	WB	5 years	No Longer Needed
Filing Cabinets	WB	20 years	No Longer Needed
Wonders Workstation Cards	WB	7 years	No Storage Space
Student Textbooks & Teacher Manuals (Wonders)	WB	8 years	No Storage Space
Fax Machine	WB	15 years	No Longer Working
AP Spanish Textbooks	DMS	26 years	Books No Longer Used
Level 1 Spanish Textbooks CD's	DMS	15 years	Student Devices No Longer Supports CD'S
Latin Books	DWHS	25 years	Old Material
Old Curriculum	DWHS	15 years	Old Latin Curriculum
Boom Boxes	DWHS	25 years	Outdated No Longer Needed
Spanish Books	DWHS	15 years	Old Curriculum
Boxes of Books	DWHS	15 years	Books are out of date
Student Textbooks	DWHS	1 year	Using a newer version (Free piloted edition)

Item	Building	Approximate Age	Reason for Disposal
Desk	STEM	8 years	Received new desks
Desk	STEM	8 years	Desk is falling apart
Stools	STEM	5 years	No Longer Needed
Electric Piano on stage in auditorium	STEM	20 years	Inoperable
Wooden instrument racks	STEM	20 years	Does not fit instruments

Moved forward to the Consent Agenda for full board approval.

Action Agenda Items

- 1. Request approval of the purchase of replacement equipment for Tech Ed courses at DEHS and DWHS**

Total Cost: \$80,818

Funding Source: Curriculum Capital

Budget Year: 2021 – 2022

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

- 2. Request approval of a waiver agreement and release with the parents of a DASD student (#5078163107)**

Total Cost: \$33,000

Contract Dates/Length: 10/14/21 – 6/30/22

Funding Source: Special Education

Budget Year: 2021 – 2022

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

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

Policies Out for 30-Day Review:

1. 218.1 Weapons
2. 218.2 Terroristic Threats
3. 247 Hazing
4. 249 Bullying/Cyberbullying

Moved forward to the Consent Agenda for full board approval.

New Business:

1. 800 Records Retention
2. AG Administrative Guideline: 800 Records Retention
3. 832 Educational Equity

The above policies will be out for 30 Days.

Finance Committee Report – *Chairperson: Dr. MacNeal; Vice-Chair: Director Houghton; Administrative Liaison: Mr. Matyas*

Consent Agenda Items

1. **Request approval for exoneration of the 2021/2022 school taxes for parcels 30-03-0222.0000, 30-03-0306.0000 and 30-03-0305.0000 in the amount of \$9,822.77. The East Brandywine Township Municipal Authority acquired the three parcels as part of the sewer facilities serving The Estates at Dowlin Forge Station. The Chester County Assessment Office has granted exemption on these parcels effective the 2022 tax year**

Moved forward to the Consent Agenda for full board approval.

Action Agenda Items

1. **Request approval of Berkshire Hathaway Home Services - Fox & Roach, REALTORS – PA Lic # RB061717C as broker to represent district real estate on Lionville Station Road, Uwchlan Township**
Total Expense: 3.25% to 4% of sale price
Funding Source: Capital Fund
Budget Year: 2021 – 2022

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

Facilities Committee Report – *Chairperson: Vice President Britton; Vice-Chair: Director Kring; Administrative Liaison: Mr. Lauver*

Consent Agenda Items

1. **Request approval of an Eagle Scout project to create an outdoor learning space at Bradford Heights Elementary School - no cost to DASD**

Moved forward to the Consent Agenda for full board approval.

G. ADDITIONAL ACTION OR DISCUSSION ITEMS

- H. 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 2 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.

Dale Henderson (West Bradford) – Neighbor of Bradford Heights Elementary School. Concerned with traffic impact on Romig Road with the proposed recommendation for new school on the Bradford Heights property.

I. INFORMATION

The School Board Meeting is scheduled for:

Wednesday, October 13, 2021 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, November 3, 2021 at 6:30 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

J. ADJOURNMENT

On a motion by Dr. MacNeal, the Board, agreed to adjourn at 7:45 p.m.

Respectfully submitted,

Virginia B. Warihay
School Board Secretary