DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, March 9, 2022
6:30 p.m.

BOARD MEETING AGENDA

A. CALL TO ORDER
B. PLEDGE OF ALLEGIANCE
C. ROLL CALL
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 2 minutes. 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. Applause!! Applause!!
   a. Springton Manor's fifth-grader Shreyasi Sahoo has been recognized for her outstanding writing ability. With her entry in response to "The Great Chicago Fire of 1871" promt, Shreyasi won the nationwide Scholastic Writing Contest! Congratulations, Shreyasi!

   b. Marsh Creek sixth-grade student Shay Busza won the title of Preteen Twirl Mania Gold Champion at the ESPN Disney Wide of World of Sports Center. It is the highest honor for baton twirling in her age group! Shay also won the freestyle portion and went on to twirl in a parade through Disney's Magic Kingdom with 300 other twirlers from across the country. Congratulations, Shay!

2. Operating Budget Presentation – Dr. Lonardi, Mr. Matyas

F. REPORTS

1. Student Representatives	Carly Etter Jesslyn Geevarghese Aerin Yoder
2. Student Life Report	Director Bertone
3. Cultural Equity Report	Director Gurthy
4. Intermediate Unit	Director Gurthy
5. DARC	Vice President Ghrayeb (Director Miller)
6. Education Foundation	Director Blust
7. Legislative Committee	Dr. MacNeal
8. Communities That Care	Director Ross
9. Wellness Committee	Director Ross

G. OLD BUSINESS

H. CONSENT AGENDA

1. Approval of Minutes
    a. Board Meeting – February 9, 2022
2. Approval of Disbursements
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 settlement agreement and release with employee 23463

    c. Approval of settlement agreement and release with employee 17294

    d. Approval of Renewal Agreement with Lancaster-Lebanon IU13 for Act 168 compliance services
    Total Cost: $5 per applicant
    Contract Dates: 04/ 22 – 04/25
    Funding Source: Human Resources
    Budget Year: 2022 – 2023; 2023 – 2024; 2024 – 2025

5. Curriculum
    a. Approval of a contract with the American School Counselor Association (ASCA) for training and implementation of the ASCA National Model Program for the K-12 school counseling department
    Total Cost: 2022 – 2023: $13, 838, 2023 – 2024: $13,838
    Contract Dates: 7/1/22 – 7/1/24
    Funding Source: Pupil Services
    Budget Year: 2022 – 2023; 2023 – 2024

    b. Approval of a new agreement with Smart Futures for College and Career Readiness Portfolio and Programming
    Total Cost: $20,500
    Contract Dates: 7/1/22 – 6/30/23
    Funding Source: Pupil Services
    Budget Year: 2022 – 2023

    c. Approval of an agreement with West Penn Associates for Dust Collection Repair at East High School
    Total Cost: $15,940
    Contract Dates: 7/1/22 – 6/30/23
    Funding Source: Curriculum Capital
    Budget Year: 2022 – 2023

    d. Approval of a contract with the Pennsylvania School for the Deaf for psychological evaluation services for DASD student

(#1029858845)
Total Cost: NTE $2,500
Contract Dates/Length: 3/10/22 – 6/30/22
Funding Source: Special Education
Budget Year: 2021 – 2022

e. Approval for the purchase of 2 laser engravers for the tech ed program at Marsh Creek 6th Grade Center
Total Cost: $13,978
Contract dates/length: 7/1/22 – 6/30/23
Funding Source: Curriculum Capital
Budget Year: 2022 – 2023

f. Approval of the following one-time field trips:

Non-Curricular:

1. LMS, (DMS) – Grade 7, Team A – Delaware Blue Coats Game, Wilmington, DE – March 29, 2022 – 1 class day missed
2. STEM, (DHSE, DHSW) – Grades 9-12, TSA – PA Technology Student Association (TSA) Conference, Seven Springs, PA – April 20-23, 2022 – 3 class days missed
3. STEM, (DHSE, DHSW) – Grade 12 – Pocono Valley Senior Class Trip, Reeder, PA – May 25, 2022 – 1 class day missed
4. LMS, (DMS) – Grade 8, Team B – Marsh Creek State Park Service Day, Downingtown, PA – April 22, 2022 - 1 class day missed

Curricular:

1. STEM – Grade 11, IB Geography, Year 1 – IB Geography Mock Internal Assessment Data Collection, West Chester, PA – April 25, 2022 – 1 day missed
2. Foreign Exchange Program:
DHSE – Grades 11-12, French III or higher – Institute Montalembert, France – March 25-April 8, 2023 – 7 class days missed

6. Policy

a. Approval of the following policies

1. 610 Purchases Subject to Bid Review
2. 611 Purchases Budgeted
3. AG Administrative Guideline: 626 Procurement
4. 827 Conflict of Interest

7. Finance

a. Approval for the disposal, sale or donation of items on the attached list

b. Approval of exoneration of $7,042.87 in school taxes on property identified as Tax Parcel 50-05-0119.1700 subject to the following:
   1. Chester County converting the status of the parcel to "tax exempt" within 90 days of the transfer of the property from Birmingham Builders to West Bradford Township
   2. West Bradford Township maintaining the property as open space in perpetuity
   3. There being no improvements on the property

c. Approval of the following stipulation agreement. This is a 2019 District initiated real estate assessment appeal. The settlement was the result of negotiations between the school district and the property owners and will result in increased tax revenue

Parcel Number:	40-03-0003.0100
Owner Name:	Four Pro Partners
Property Address:	299 Boot Road, East Caln Township
Total Current Assessment:	$1,293,820

Settlement based on the fair market value of $4,940,000 for 2020, $5,510,000 for 2021 and $5,700,000 for 2022 with the annual STEB ratio applied:

Tax Year	2020/2021	2021/2022	2022/2023
STEB Ratio	49.3%	47%	45%
Fair Market Value	$4,940,000	$5,510,000	$5,700,000
Assessment Per Agreement	$2,435,420	$2,589,700	$2,565,000
Increase in Assessment	$1,141,600	$1,295,880	$1,271,180
Increase in Annual Tax Revenue	$31,031	$35,930	$35,245

d. Approval of the following stipulation agreement. This is a 2019 District initiated real estate assessment appeal. The settlement was the result of negotiations between the school district and the property owners and will result in increased tax revenue

Parcel Number:	40-03-0011.0400
Owner Name:	Posh Property No. 5
Property Address:	280-288 Boot Road, East Caln Township
Total Current Assessment:	$1,768,000

Settlement based on the fair market value of $4,300,000 for 2020, 2021 and 2022 with the annual STEB ratio applied:

Tax Year	2020/2021	2021/2022	2022/2023
STEB Ratio	49.3%	47%	45%
Fair Market Value	$4,300,000	$4,300,000	$4,300,000
Assessment Per Agreement	$2,119,900	$2,021,000	$1,935,000
Increase in Assessment	$351,900	$253,000	$167,000
Increase in Annual Tax Revenue	$9,565	$7,015	$4,630

e. Approval of the following stipulation agreement. This was a 2019 Owner initiated real estate assessment appeal. The settlement was the result of negotiations between the school district and the property owner and will result in decreased tax revenue

Parcel Number: 33-04H-0370.0200
Owner Name: C KOP HURP LLC (Comfort Suites/Hammock Inn & Suites)
Property Address: 700 West Uwchlan Ave, Uwchlan Township
Total Current Assessment: $3,000,000

Settlement based on the fair market value of $5,800,000 for 2020, $5,000,000 for 2021 and $5,250,000 for 2022 with the annual STEB ratio applied:

Tax Year	2020/2021	2021/2022	2022/2023
STEB Ratio	49.3%	47%	45%
Fair Market Value	$5,800,000	$5,000,000	$5,250,000
Assessment Per Agreement	$2,859,400	$2,350,000	$2,362,500

Tax Year	2020/2021	2021/2022	2022/2023
Decrease in Assessment	$140,600	$650,000	$637,500
Decrease in Annual Tax Revenue	$3,822	$18,022	$17,675

8. Facilities
    a. Approval of a Home and School project to build and install a gazebo and to create outdoor learning spaces at Lionville Elementary School - no cost to DASD

    b. Approval to renew the farm lease with Mr. Bill Plank to farm district-owned land in East Brandywine Township for the annual revenue of $2,354
    Contract Length: 1/1/2022 – 12/31/2022

    c. Approval to provide a PO to Modernfold under PA CoStars #035-128 to furnish and install an operable side-stacking partition at West Bradford Elementary School
    Total Cost: $22,686
    Contract Dates: 3/10/22 – 6/30/23
    Funding Source: Capital Funds
    Budget Year: 2021 – 2022; 2022 – 2023

    d. Approval to provide a PO to Michael Johnson Architect to create the bid specifications and design documents for the Roof Coating and Restoration at East Ward Elementary School
    Total Cost: $14,100
    Contract Dates: 3/11/21 – 6/30/23
    Funding Source: Capital Funds
    Budget Year: 2021 – 2022; 2022 – 2023

    e. Approval to provide a PO to Michael Johnson Architect to create the bid specifications and design documents for the 3rd and final phase of window replacements at Downingtown High School East
    Total Cost: $19,500
    Contract Dates: 3/11/21 – 6/30/23
    Funding Source: Capital Funds
    Budget Year: 2021 – 2022; 2022 – 2023

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 Blust

1. **Request approval of an addendum to our service contact agreement with Kelly Education to contract Custodial Substitutes at the approved DASD substitute rate with a 34% markup effective March 10, 2022**

2. **Request approval of a sabbatical leave for restoration of health for employee 17294 effective March 3, 2022 through August 24, 2023**

3. **Request approval of renewal agreement with Delta Dental for dental insurance coverage for benefit eligible employees**
   Total Cost: $4.70/per employee per month plus Claims (This is a decrease from current administration fee of $4.89)
   Contract Dates: 7/1/22 – 6/30/24
   Funding Source: Human Resources
   Budget Year: 2022 – 2023; 2023 – 2024

Finance Report – Director Houghton

1. **Request approval of the Capital Budget for the 2022-2023 school year in the amount of $11,903,425**

Facilities Report – Vice President Ghrayeb

1. **Request approval to provide a PO to 3B Services under PA CoStars #008-302 for the design and replacement of the boiler at East Ward Elementary School**
   Total Cost: $329,800
   Contract Dates: 3/10/22 – 6/30/23
   Funding Source: Capital Funds
   Budget Year: 2021 – 2022; 2022 – 2023

2. **Request approval to provide a PO to JCI/York under PA CoStars #008-145 for the design and replacement of the chiller at Shamona Creek Elementary School**
   Total Cost: $262,445
   Contract Dates: 3/10/22 – 6/30/23
   Funding Source: Capital Funds
   Budget Year: 2021 – 2022; 2022 – 2023

3. **Request approval of a contract with KCBA Architects for architectural services relating to the courtyard infills and expansion of Downingtown High School East and Downingtown High School West, and to define a building pad for a new gym and additional classrooms at Lionville Elementary School**
   Total Cost: 6.25% of Construction Cost
   Contract Dates: 3/10/22 through Closing of Project
   Funding Source: Capital Funds
   Budget Year: 2021 – 2022; 2022 – 2023

Technology Report – Director Bertone

1. **Request approval to purchase hardware with installation services from CM3 to upgrade the exterior surveillance cameras at all DASD schools**
   Total Cost: NTE $450,000
   Funding Source: Capital Budget
   Budget Year: 2022 – 2023

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

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 2 minutes. 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.

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.

   February 22, 2022
   February 23, 2022
   March 2, 2022
   March 9, 2022

   The next Committee of the Whole meeting is scheduled for March 30, 2022 starting at 6:30 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

   The next regular School Board Meeting is scheduled for April 6, 2022 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 March 1, 2022.

M. ADJOURNMENT