

**DOWNINGTOWN AREA BOARD OF EDUCATION**  
**Administrative Office James E. Watson Staff Development Room**  
**Wednesday, September 8, 2021**  
**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 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.

**E. SUPERINTENDENT'S REPORT**

1. Applause!! Applause!!
  - a. DASD flood support resources  
DASD is working closely with local churches and charity organizations to coordinate support for families displaced by last week's flood. District members are creating a comprehensive list of resources for families which will be posted on our website and provided to school leadership. In addition, we are working to ensure displaced students are able to get to school and have access to in-person instruction.
2. Superintendent Update
3. Presentation: District Instructional Vision

**F. REPORTS**

- |                            |   |
|----------------------------|---|
| 1. Student Representatives | Carly Etter<br>Jesslyn Geevarghese<br>Aerin Yoder |
| 2. Student Life Report     | Director Blust                                    |
| 3. Cultural Equity Report  | Director Wisdom                                   |
| 4. DARC                    | Director Kring                                    |
| 5. Intermediate Unit       | Director Kring                                    |
| 6. Education Foundation    | Director Gibson                                   |
| 7. Legislative Committee   | Director Gibson                                   |
| 8. Communities That Care   | Vice President Britton                            |
| 9. Wellness Committee      | Director Ghrayeb                                  |

**G. OLD BUSINESS**

**H. CONSENT AGENDA**

1. Approval of Minutes

- a. Board Meeting – August 11, 2021
  - b. Special Board Meeting – August 12, 2021
- 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 renewal agreement with Conrad Siegel for RDS actuary Services  
 Total Cost: \$1,600/year  
 Contract Dates/Length: 7//1/21 – 6/30/24  
 Funding Source: Human Resources  
 Budget Year: 2021 – 2022; 2022 – 2023; 2023-2024
  - c. Approval of renewal Agreement with Conrad Siegel for Affordable Care Act Reporting Services  
 Total Cost: \$12,500 (no increase over prior 3 years)  
 Contract Dates/Length: 1/1/21 – 12/31/21  
 Funding Source: Human Resources  
 Budget Year: 2021 – 2022
- 5. Curriculum
  - a. Approval of an agreement with Ricoh for scanning and destruction of graduating seniors’ educational records  
 Total Cost: NTE \$16,500  
 Contract Dates/Length: 9/8/21 – 6/30/22  
 Funding Source: Pupil Services  
 Budget Year: 2021 – 2022
  - b. Approval of the purchase of 2 replacement Life Fitness Total Body Arc Trainers for the STEM Academy  
 Total Cost: \$13,078  
 Funding Source: Curriculum Capital  
 Budget Year: 2021 – 2022
  - c. Approval of the following one-time field trips:
    - 1. Curricular
      - STEM, (DHSE, DHSW) - Grades 9-12, FBLA – FBLA State Leadership Workshop, Pocono Manor, PA – Oct. 30 to Nov. 1, 2021 – 1 day missed
- 6. Policy
  - a. Approval of the following policies
    - 1. AG Administrative Guideline: 200 Enrollment of Students

- 2. AG Administrative Guideline: 202 Eligibility of Nonresident Students
- 3. 702 Gifts, Grants, Donations
- 4. 712 Cooperative Playgrounds
- 5. AG Administrative Guideline: 712 Cooperative Playgrounds
- 6. 800.1 Electronic Signatures
- 7. AG Administrative Guideline: 800.1 Electronic Signatures
- 8. AG Administrative Guideline: 915 Home and School Associations
- 9. 236.1 Threat Assessment

7. Finance

- a. Approval for the disposal, sale or donation of items on the attached list
- b. Approval of the list of the 2021-22 school bus routes and school bus drivers per the Pennsylvania Department of Education requirements

8. Technology

- a. Approval for eRate consultation and filing services for the 2022 funding year  
 Total Cost: \$5,000 (Category I)  
 Contract Length: 10/1/21 – 9/30/22  
 Funding Source: Operating Budget  
 Budget Year: 2021 – 2022

**I. ACTION AGENDA**

**Personnel Report** – Director Ghrayeb

- 1. **Request approval of renewal appointment and agreement for Dr. Robert Reed to the position of Assistant Superintendent**  
**Total Cost: Per terms of Agreement**  
 Contract Dates/Length: 7/1/22 – 6/30/27
- 2. **Request approval of the Memorandum of Understanding between the Downingtown Area Education Association and the Downingtown Area School District regarding the flexible first teacher workday of school year for the remainder of the term of the Agreement dated September 1, 2020 to August 31, 2025**
- 3. **Request approval of the Memorandum of Understanding between the Downingtown Area Education Association and the Downingtown Area School District which allows Bargaining Unit Members to volunteer to cover a class where no substitute is available in lieu of their allotted daily prep time for the remainder of the term of the Agreement dated September 1, 2020 to August 31, 2025**
- 4. **Recommend approval of Release & Settlement for employee #18981**

5. **Recommend approval of Release & Settlement for employee #18230**
6. **Request approval to change the Theme Reader positions to Writing Center Advisors at the rate of \$17.50 per hour for the 2021-22 school year. The program will no longer allow payment for sets**

**Curriculum Report** – Director Blust

1. **Request approval of a renewal and final settlement agreement with the parents of a DASD student (#5267701467) for tuition and ESY costs in lieu of proceeding to a due process hearing**  
**Total Cost: 2021 – 2022: \$36,716; 2022 – 2023: \$41,910; 2023 – 2024: \$42,717**  
 Contract Dates/Length: 9/9/21 – 8/30/24  
 Funding Source: Special Education  
 Budget Year: 2021 – 2022; 2022 – 2023; 2023 – 2024
2. **Request approval of a renewal settlement agreement with the parents of a DASD student (#6450941014) for compensatory services and attorney's fees**  
**Total Cost: \$65,560**  
 Contract Dates/Length: 9/9/21 – 6/30/26  
 Funding Source: Special Education  
 Budget Year: 2021 – 2022; 2022 – 2023; 2023 – 2024; 2024 – 2025; 2025 – 2026
3. **Request approval of an updated contract with Illuminate Education for an additional assessment component to include new NGSS standards and test items**  
**Total Cost: \$122,636 (Net increase \$6,455)**  
 Contract Dates/Length: 7/1/21 – 6/30/23 (year 2 of 3)  
 Funding Source: Curriculum Operating  
 Budget Year: 2021 – 2022; 2022 – 2023
4. **Request approval of a renewal agreement with Tang LLC for licenses for K-5 mathematics classrooms**  
**Total Cost: \$105,600**  
 Contract Dates/Length: 7/1/21 – 6/30/22  
 Funding Source: Curriculum Operating  
 Budget Year: 2021 – 2022

**Policy Report** – Director Houghton

1. **Request approval of the following policies:**
  - a. **903 Public Participation in Board Meetings**
  - b. **006 Meetings**

**Finance Report** – Director MacNeal

1. **Request approval of the termination agreement with the Hankin Group for the Siemens property located on Lionville Station Road in Uwchlan Township pending final review by the solicitor**

Total Projected Revenue: \$301,500  
Funding Source: Capital Fund  
Budget Year: 2021 – 2022

2. **Request approval of a final settlement agreement and release with Heisha LeGrande of 740 Wheatland Street, Apartment 217, Phoenixville, PA 19460 a personal injury plaintiff**  
**Total Cost: \$9,451.80**  
Funding Source: General Fund  
Budget Year: 2021-22

**Facilities Report** – Vice President Britton

1. **Request approval of a proposal from KCBA Architects, Hatfield, PA to:**
  - a) **Study the possibility of adding classrooms to Beaver Creek Elementary School, Bradford Heights Elementary School and West Bradford Elementary School**
  - b) **Prepare a schedule and project costs for a new 700 student capacity elementary school at the McCausland site**
  - c) **Study the possibility of expansions at Downingtown High Schools East and West****Total Cost: \$19,950 (cost of A: \$12,900; cost of B: \$3,150; cost of C: \$3,900)**  
Contract Dates/Length: 9/9/21 – 10/1/21  
Funding Source: Capital Funds  
Budget Year: 2021 – 2022

**Technology Report** – Director Kring

1. **Request approval to purchase the Securly content filtering system for a three-year term**  
**Total Cost: NTE \$229,970**  
Contract Length: 10/1/21 – 9/30/24  
Funding Source: Capital Budget  
Budget Year: 2021 – 2022
2. **Request approval to purchase the FinalSite content management system and web hosting service for a five-year term**  
**Total Cost: NTE \$245,000**  
Contract Length: 10/1/21 – 6/30/26  
Year One: \$85,000 (\$60,000 initial build cost, \$25,000 annual service)  
Years Two-Five: \$40,000 annual service  
Funding Source: Operating Budget, paid annually  
Budget Year: 2021 – 202; 2022 – 2023; 2023 – 2024; 2024 – 2025; 2025 – 2026
3. **Request approval to purchase 73 total laptops, 57 laptops for staff and 16 laptops for library kiosks**  
**Total Cost: NTE \$71,750**  
Funding Source: Capital Budget  
Budget Year: 2021 – 2022

**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 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.

**L. INFORMATION**

1. The following policies are submitted for public review and scheduled for approval on October 13, 2021:

- a. 218 Weapons
- b. 218.2 Terroristic Threats
- c. 247 Hazing
- d. 249 Bullying/Cyberbullying

2. 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.

September 1, 2021

September 8, 2021

The next Committee of the Whole meeting is scheduled for October 6, 2021 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 October 13, 2021 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 September 1, 2021.

**M. ADJOURNMENT**