

DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, September 1, 2021
6:30 p.m.

COMMITTEE OF THE WHOLE
NOTES

A. CALL TO ORDER

President Bertone called the meeting to order at 6:33 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 – August 4, 2021

On a motion by Director Blust, seconded by Director MacNeal, the Board, on a voice vote, unanimously approved the minutes of the August 4, 2021 Committee of the Whole.

D. SUPERINTENDENT UPDATE – Dr. Lonardi

Dr. Lonardi provided a PowerPoint school update. Items covered included the current Chester County Covid Metrics and the cases/quarantines for the first days of school. Ms. Shealy reviewed the dashboard and parent communication plan. Dr. Lonardi stated there would be a survey of staff regarding vaccination status. The district will stay the course as outlined in the Health and Safety Plan. The district currently has a shortage of 43 bus drivers.

E. PRESENTATION

1. Wellness and Mental Health Report – Dr. Chance, Ms. Dennis, Dr. Cinelli, Dr. Mattei

A Wellness and Mental Health Report PowerPoint was presented. Dr. Chance covered the Wellness Committee history including representation/teams and purpose. Also the wellness model of whole school, whole community, whole child and the five tenants of health, safety, engaged, supported and challenged. Dr. Cinelli reviewed the goals and sub-committee work. Ms. Dennis provided a mental health update including curriculum, student services and community outreach. Dr. Cinelli stated the annual report will be available on the district website. Board requested to have the PowerPoint out on the website also.

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.

2. Request 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

Moved forward to the Consent Agenda for full board approval.

3. Request 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

Moved forward to the Consent Agenda for full board approval.

Action Agenda Items

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

This will be an action item for full board approval on September 8, 2021.

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

This will be an action item for full board approval on September 8, 2021.

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

This will be an action item for full board approval on September 8, 2021.

4. Recommend approval of Release & Settlement for employee #18981

This will be an action item for full board approval on September 8, 2021.

- 5. Recommend approval of Release & Settlement for employee #18230**

This will be an action item for full board approval on September 8, 2021.

- 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**

This will be an action item for full board approval on September 8, 2021.

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

Consent Agenda Items

- 1. Request 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

Moved forward to the Consent Agenda for full board approval.

- 2. Request 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

Moved forward to the Consent Agenda for full board approval.

- 3. Request approval of the following one-time field trips:**
 - a. Curricular
 - a. STEM, (DHSE, DHSW) - Grades 9-12, FBLA – FBLA State Leadership Workshop, Pocono Manor, PA – Oct. 30 to Nov. 1, 2021 – 1 day missed

Moved forward to the Consent Agenda for full board approval.

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

Item	Building	Approximate Age	Reason for Disposal
Sony VCR	DWHS	10 Years	No Longer Needed/Not in Use
Go video VCR duplicate	DWHS	10 Years	No Longer Needed/Not in Use
3 Cassette Players	DWHS	10 Years	No Longer Needed/Not in Use
Philips Multi Media Stand	DWHS	10 Years	No Longer Needed/Not in Use
5 Overhead Projectors	DWHS	10 Years	No Longer Needed/Not in Use
2 Apex DVD player	DWHS	10 Years	No Longer Needed/Not in Use
Riso Copier	DWHS	10 Years	No Longer Needed/Not in Use
Wall Projector Screen	DWHS	10 Years	No Longer Needed/Not in Use
Wood Desk with Hutch	DWHS	10 Years	No Longer Needed/Not in Use
24 Assorted High Stools	DWHS	10 Years	No Longer Needed/Not in Use
WES Computer	DWHS	10 Years	No Longer Needed/Not in Use
2 Drawer Desk	DWHS	10 Years	No Longer Needed/Not in Use

Item	Building	Approximate Age	Reason for Disposal
Computer Table	DWHS	10 Years	No Longer Needed/Not in Use
3 Red Chairs	DWHS	10 Years	No Longer Needed/Not in Use
Blue Computer Storage Cube	DWHS	10 Years	No Longer Needed/Not in Use
2 Audio/Video Carts	DWHS	10 Years	No Longer Needed/Not in Use
Aiwa csd-es225 CD AM/FM Stereo	DWHS	10 Years	No Longer Needed/Not in Use
Sony cfd-5300 AM/FM CD Player	DWHS	10 Years	No Longer Needed/Not in Use
Aiwa csd-es225h AM/FM CD Stereo	DWHS	10 Years	No Longer Needed/Not in Use
Panasonic ag-1340p VCR	DWHS	10 Years	No Longer Needed/Not in Use
JVC xv-n312 CD/DVD Player	DWHS	10 Years	No Longer Needed/Not in Use
2 Colby CD/DVD Players	DWHS	10 Years	No Longer Needed/Not in Use
95 Assorted Boxes of Books and Classroom Media	DWHS	10 Years	No Longer Needed/Not in Use
Wooden Cubby Desk	EW	15 Years	Old and No Longer Needed

Item	Building	Approximate Age	Reason for Disposal
2 Stainless Steel Aramark Kitchen Carts	EW	12 Years	No Longer Needed
Piano	EW	25 Years	Has Not Been Used in Three Years/No Longer Needed

Moved forward to the Consent Agenda for full board approval.

Action Agenda Items

- 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

This will be an action item for full board approval on September 8, 2021.

- 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

This will be an action item for full board approval on September 8, 2021.

- 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

This will be an action item for full board approval on September 8, 2021.

- 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

This will be an action item for full board approval on September 8, 2021.

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

Policies Out for 30-Day Review:

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
10. 903 Public Participation in Board Meetings
11. 006 Meetings

Director MacNeal requested Policy 903 and 006 be moved to action items for the board agenda.
All other policies were moved forward to the Consent Agenda for full board approval.

New Business:

1. 218 Weapons
2. 218.2 Terroristic Threats
3. 247 Hazing
4. 249 Bullying/Cyberbullying

The above policies will be out for 30 Days.

Technology Committee Report – *Chairperson: Director Kring; Vice-Chair: Director Wisdom; Administrative Liaison: Dr. Mattei*

Consent Agenda Items

1. **Request 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

Moved forward to the Consent Agenda for full board approval.

Action Agenda Items

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

This will be an action item for full board approval on September 8, 2021.

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 – 2022; 2022 – 2023; 2023 – 2024; 2024 – 2025; 2025 – 2026

This will be an action item for full board approval on September 8, 2021.

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

This will be an action item for full board approval on September 8, 2021.

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

Consent Agenda Items

1. **Request approval of the list of the 2021-22 school bus routes and school bus drivers per the Pennsylvania Department of Education requirements**

Moved forward to the Consent Agenda for full board approval.

Action Agenda Items

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

This will be an action item for full board approval on September 8, 2021.

Action Agenda Items

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**

Contract Dates/Length: 9/9/21 – 10/1/21

Funding Source: Capital Funds

Budget Year: 2021 – 2022

This will be an action item for full board approval on September 8, 2021.

Request for breakdown of costs for each item listed above. This will be secured from KCBA.

Discussion of work that may be needed to update other district buildings. Mr. Lauver stated further proposals could be developed.

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 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.

Peter Witzleb (West Bradford) – Representative of the Stonegate neighborhood HOA. Spoke of opposition to a 5/6 center being placed on the Bradford Heights Elementary School property.

I. INFORMATION

The School Board Meeting is scheduled for:

Wednesday, September 8, 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, October 6, 2021 at 6:30 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

J. ADJOURNMENT

On a motion by Director Blust, the Board, agreed to adjourn at 8:20 p.m.

Respectfully submitted,
Virginia B. Warihay
School Board Secretary