

**DOWNINGTOWN AREA BOARD OF EDUCATION**  
**Administrative Office James E. Watson Staff Development Room**  
**Wednesday, December 7, 2016**  
**7:00 p.m.**

**VISION DIRECTED AGENDA**

<b>VISION PLANK:</b>	<b>Improve Student Achievement</b>
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<b>VISION PLANK:</b>	<b>Improve Professional Development</b>
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<b>VISION PLANK:</b>	<b>Improve Technology</b>
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<b>VISION PLANK:</b>	<b>Improve Communication</b>
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<b>VISION PLANK:</b>	<b>Improve Fiscal Responsibility &amp; Create Development Opportunities</b>
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<b>VISION PLANK:</b>	<b>Analyze Demographics &amp; Seek to Understand Diversity</b>
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- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. ROLL CALL**
- D. REORGANIZATION OF THE BOARD**
- E. PUBLIC INPUT ON ACTION ITEMS** – (Public comment shall be limited to 5 minutes duration per Board Policy #903-Public Participation in Board Meetings.)
- F. SUPERINTENDENT’S REPORT**

1. Applause!! Applause!!

- a. For the past thirty years, student artists in our high school art classes have created special occasion and holiday greeting cards. In this, the thirty-first year of this competition, we congratulate the winning artists for the 2016 DASD Greeting Cards.

DHS East  
Holiday Greeting Card: Mackenzie Peters  
Greeting Cards:  
Matthew Sowidski  
Ally Cacitta  
Nick Chinnici  
Renee Agsten  
Eden Brown

DHS West  
Holiday Greeting Card, by Madelyn Ade, Teacher Mr. Voorhees  
Greeting Cards  
Megan Miller  
Natalie Fetzer  
Abby Krauss  
Marlies Duncan

STEM Academy

Holiday Greeting Card - Audra Fabrizio, Teacher Mrs. Romano  
Greeting Cards  
Erika Wawrzencyk  
Liam McDowell  
Raquel Lucena  
Caroline Maki

- b. On election day, November 8, 2016 Principal Joseph Fernandes, Superintendent Mussoline and staff members from Pickering Valley Elementary School received the National Blue Ribbon School award on behalf of their school. Pickering Valley is one among 279 public and 50 private schools receiving this honor. As Secretary of Education John B. King mentioned in his announcement video, "**National Blue Ribbon Schools** are proof that we can prepare every child for college and meaningful careers. All of you—students, teachers and administrators—deserve our highest praise. You are shining examples for your communities, your state, and the nation."

Tonight, members of the Pickering Valley Elementary staff are here to receive School Board honors on this great success.

## G. REPORTS

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|--|---|
| 1. Student Representatives   | Alison Pond<br>Rhea Jain<br>Olivia Hunt |
| 2. Student Life Report   | Colleen Cranney                         |
| 3. Governance Report   | Jaime Mehler                            |
| 4. Education Foundation  | Suzanne Simonelli                       |
| 5. DARC  | Barbara Albright                        |
| 6. Technology Report   | Jane Bertone                            |
| The next Technology Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on January 4, 2017 in the James E. Watson Staff Development Room of the Administrative Office. |   |
| 7. Communities That Care   | Jane Bertone                            |
| 8. Wellness Committee  | Jane Bertone                            |
| 9. Intermediate Unit   | Robert Yorczyk                          |
| 10. Legislative Committee  | Robert Yorczyk                          |

## H. OLD BUSINESS

### I. CONSENT AGENDA

1. Approval of Minutes
  - a. Board Meeting – November 9, 2016
  - b. Special Board Meeting – November 17, 2016
2. Approval of Disbursements
3. Approval of Financial Reports
  - a. Treasurers Reports
  - b. Tax Reports

- c. Budget Reports
  - d. Activity Reports
  - e. Investment Accounts
  - f. Athletic Funds
4. Personnel
- a. Approval of the Personnel items
5. Curriculum
- a. Approval for Smart Training Now, LLC to provide 6-hour instruction on 12/14/16 for teachers and staff pertaining to the Singapore Math curriculum. Total cost \$2,800. Source Funding: Split between MC6 and Curriculum
  - b. Request approval for replacement parts for the Tri-Fit machines at DW (needs a new loading platform) and DE (new BMI Scale). Total cost \$2,478. Source Funding: Curriculum
6. Policy
- a. Approval of the following policies
    - 1. AG Administrative Guidelines for 707: Use of Facilities
    - 2. AG Administrative Guidelines for 227: Controlled Substances.Paraphernalia
    - 3. AG Administrative Guidelines for 618: Student Activity Funds
    - 4. 823 Naloxone
    - 5. 217 Graduation Requirements for DHSE and DHSW
    - 6. AG Administrative Guidelines for 208: Student Withdrawal
7. Finance
- a. Approval of a contract with Bayada Home Healthcare Inc. to provide 1:1 nursing care for students in need of this service at a rate of \$56.00 per hour for RNs and \$50.00 per hour for LPNs. This is a fee for service contract.
  - b. Approval of an agreement between Pennsylvania School for the Deaf and DASD to provide Occupational and Physical therapy services to an 8<sup>th</sup> grader who's educational placement is at the Pennsylvania School for the Deaf. \$102.15 per hour of service.
  - c. Approval of an agreement with Stroud Water Research Center and Downingtown STEM Academy to support a U.S. Environmental Protection Agency Grant entitled "Greening STEM Technologies: A model for advancing DIY environmental sensing networks to support citizen science and secondary education". Cost NTE \$1,922.00 and will be reimbursed by Project Director David B. Arscott, Stroud Water Research Center.
  - d. Approval of the following Budget or Fund Transfers:

<u>Transfer From Account #</u>	<u>From Account Name</u>	<u>Transfer To Account #</u>	<u>To Account Name</u>	<u>Amount</u>
2400-610	LE Reg Ed General – General Supplies	CFCNLE-582	LE Cert Staff Dev – Conferences-Travel	\$1,000
For teachers to attend the 2017 Conference for PA Kindergarten Teachers.				

e. Approval of an engagement letter with Steve Kunkle for legal services.

8. Technology

a. Request approval to purchase 16 Kajeet 800 SmartSpot devices with 7 months of Internet service for Beaver Creek Elementary, Bradford Heights Elementary, East Ward Elementary and Lionville Elementary in an amount not to exceed \$2,738.52.

1. Funding Source: Operating Budget
2. Year 2 Estimated Service Annual Cost 10 months/year: \$2505.49
3. Pilot at Title I Elementary Schools

**J. ACTION AGENDA**

**Personnel Report** – Jaime Mehler

The committee has reviewed and recommends Board approval of the following items by roll call vote:

1. Recommend approval of the dismissal of employee #22672.

The next Personnel Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on January 4, 2017 at the Administrative Office.

**Curriculum Report** – Suzanne Simonelli

The committee has reviewed and recommends Board approval of the following items:

1. Request approval to purchase a 3-year license from PlayPosit (December 2016-June, 2020). Total cost \$26,040.00. Source Funding: Curriculum
2. Request approval of new High School Band Uniforms not to exceed 400 uniforms at a not to exceed cost of \$240,000. Source Funding: Curriculum Capital Budget

The following request was not discussed at the Committee of the Whole meeting:

3. Request approval of the following one time field trip:
  - a. STEM grade 10-11 Biology students to Mamoni Valley Preserve, Panama from June 14 – 24, 2017.

The next Curriculum Committee Meeting is scheduled for 1:30 p.m. on January 3, 2017 in the James E. Watson Staff Development Room of the Administrative Office.

**Policy Report** – Barbara Albright

1. Request approval for reclassification of three Malvern Basketball League Teams for the 2016-2017 school year from class 4 to class 2.
2. Recommend approval of the following policy
  - a. 217 Graduation Requirements for DHSE and DHSW

The next Policy Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on January 4, 2017 in the James E. Watson Staff Development Room of the Administrative Office.

**Finance Report** – Carl Croft

The committee has reviewed and recommends Board approval of the following items by roll call vote:

1. Request approval of a release and settlement agreement with the parents of a special education student for \$135,000- (\$33,750 per year for the 2015-2016 school year through the 2018-2019 school year) for compensatory education, tuition costs, and attorney fees. This agreement is in exchange for full waivers of past claims.
2. Per PDE instructions, a record of the following should be entered into the minutes: Plancon K letters from PDE approving reimbursement of the defeasance of the 2010A Bonds and 2011 Bonds. These bonds were defeased in 2014-2015. Lump sum reimbursement is expected to be \$2.9 million.
3. Approval of the District's 6/30/16 audited financial statements including final budget and fund transfers
4. Approval of an agreement renewal between the Pennsylvania School for the Deaf and DASD for payment for full day 1-1 Personal Care Assistance services for a student who has been attending the PSD since prior to the 2008-2009 school year. Annual cost NTE \$36,662.40.
5. Approval of a waiver agreement and release with the parents of a special education student attending Camphill Special School to fund the education and residential tuition until age 21 on a 4010 funding agreement. Cost of Contract NTE \$98,000.00.
6. Approval to issue an RFP for replacement copiers for the 2016-2017 school year. Copier replacement plan reflects 8 new copiers as follows:
  - a. 1 B/W Production unit with expanded options for the Copy/print room
  - b. 1 Color production unit with limited options for the Copy/print room
  - c. 1 90-95 ppm B/W copier at LE
  - d. 1 90-95 ppm B/W copier at PV
  - e. 1 90-95 ppm B/W copier at UH
  - f. 1 90-95 ppm B/W copier at DMS
  - g. 1 90-95 ppm B/W copier at DEHS
  - h. 1 90-95 ppm B/W copier at DWHS

Estimated cost to replace all 8 copiers is approximately \$190,000.00. The B/W production unit and color copier are estimated to cost \$50,000.00 per machine. The B/W copiers for the schools are estimated to cost \$15,000.00 each.

The next Finance Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on January 4, 2017 in the James E. Watson Staff Development Room of the Administrative Office.

**Facilities Report** – Jane Bertone

The Committee has reviewed and recommends Board approval of the following items by roll call vote:

1. **BCES Window Replacement**  
Board approval is requested to award the replacement of all windows at Beaver Creek Elementary School to the lowest responsible bidder, MTD Construction, Warminster, PA, in the NTE amount of \$375,000; base bid of \$313,500 and Bid Alternate #1 in the amount of \$61,500. Bids were opened on November 22. (Capital Project List)
2. **DEHS Gym Floor Replacement**  
Board approval is requested for issuance of a PO to GKO Architects in the lump sum amount of \$28,800 for professional services to create the specifications and design documents for the replacement of the existing gym floor at Downingtown East High School with a wood flooring system and ADA alterations. (Capital Project List)
3. **DEHS Rooftop Unit Upgrades**  
Board approval is requested for issuance of a PO to Dimitri J. Ververelli, Inc. (DJV Inc.) in the lump sum amount of \$45,000 for professional services to create the specifications and design documents to upgrade five outdoor air only roof top units to Energy Recovery units; omit 58 exhaust fans; retrofit existing boiler piping; rebuild hot water pumps, and replace leaking valves at Downingtown East High School. (Capital Project List)
4. **LMS Roof Restoration**  
Board approval is requested for issuance of a PO to Michael Johnson Architect in the lump sum amount of \$27,200 for professional services to create the specifications and design documents for the restoration of the roof at Lionville Middle School. (Capital Project List)
5. **Purchase of New Dump Truck**  
Board approval is requested for the issuance of a PO to New Holland Auto Group, a Co-Stars company, in the not-to-exceed amount of \$67,601 (includes a trade-in value of \$9,000) for the purchase of a new dump truck with snow and salting accessories. This truck will replace a 1999 dump truck used for snow and salt removal. New Holland's pricing was the lowest of two state contract vendors.

The next Facilities Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on January 4, 2017 in the James E. Watson Staff Development Room of the Administrative Office.

**K. ANY OTHER ITEMS THAT REQUIRE THE ATTENTION OF THE BOARD**

**L. VISITORS** – (Public comment shall be limited to 5 minutes duration per Board Policy #903-Public Participation in Board Meetings.)

**M. INFORMATION**

1. The following policies are submitted for public review and scheduled for approval on
2. Hand carried listing of attendance at overnight professional conferences.
3. 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, real estate or land acquisition.

November 30, 2016

December 7, 2016

The next regular School Board Meeting is scheduled for:

Wednesday, January 11, 2017 at 7:00 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

4. Enrollment Report

The attached enrollment report has been submitted from the district database as of December 1, 2016.

**N. ADJOURNMENT**