

DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, August 10, 2016
7:00 p.m.

NOTES

VISION PLANK:	Improve Student Achievement
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VISION PLANK:	Improve Professional Development
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VISION PLANK:	Improve Technology
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VISION PLANK:	Improve Communication
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VISION PLANK:	Improve Fiscal Responsibility & Create Development Opportunities
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VISION PLANK:	Analyze Demographics & Seek to Understand Diversity
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A. CALL TO ORDER

Mrs. Cranney called the meeting to order at 7:00 p.m. in the James E. Watson Staff Development Room.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Ms. Albright
Mrs. Bertone
Mrs. Cranney
Mr. Kring
Mr. Rauth
Mrs. Simonelli
Mr. Yorczyk

D. PUBLIC INPUT ON ACTION ITEMS – (Public comment shall be limited to 5 minutes duration per Board Policy #903-Public Participation in Board Meetings.)

E. SUPERINTENDENT’S REPORT

1. Applause Applause!

- a. Downingtown Education Foundation Annual Report
Brian Stocker presented the Downingtown Education Foundation annual report to the community. A booklet was made available to all board members and the public. Mr. Stocker recognized the contributions of Dr. Johnson and Mrs. McGlone for getting the Foundation off to such a great start.

F. REPORTS

- 1. Student Life Report Colleen Cranney
No Report. Meeting schedule for September 15.
- 2. Governance Report Jaime Mehler

- b. Renewal of CSO (Chief Security Officer) Contract with Tim Hubbard for one year term. No change in fees.
Comment: Effective September 1, 2016 – August 1, 2017. NTE amount \$43,200.
- c. Renewal of Applitrack Recruiting and Job Fit annual service for the 2016-17 year. Total annual subscription fee is \$8,951.
Comment: This is the on-line application system used by the District for recruitment and applicant tracking.

6. Curriculum

7. Policy

- a. Approval of the following policies:
 1. 201 Admission of Students
 2. AG Administrative Guidelines for 214: Student Recognition
 3. AG Administrative Guidelines for 304: Employment of Professional Employees
 4. AG Administrative Guidelines for 305: Employment of Substitute Teachers
 5. 610 Purchases Subject to Bid-Quotation
 6. AG Administrative Guidelines for 610: Purchases Subject to Bid-Quotation

8. Finance

- a. Approval of a settlement agreement and release with the parents of a special education student with a scheduled due process hearing in the amount of \$25,000.00 for tuition reimbursement and attorney fees from June 27, 2016-December 31, 2016. This settlement is in exchange for a full FAPE Waiver of any future claims.
- b. Approval of an agreement between DASD and the CCIU to sell or purchase meals for students in their AVTS program (Area Vocational Technical School). The CCIU will be the sponsor of the child nutrition program. (Recurring/Annual agreement at no cost to the district).
- c. Approval of contract renewals for the operation of District owned buses. The District renews these contracts each year.
 1. Renewal with George Krapf Jr. and Sons, Inc. for four mini buses at a per day per bus rate of \$205.65 for 2016-2017, a 2% increase over 2015-2016.
 2. Renewal with Eagle Wolfington Leasing Corp. for two 72 passenger buses at a per day per bus rate of \$224.95 for 2016-2017, a 2% increase over 2015-2016.

9. Facilities

- a. Sale/Disposal of Surplus Items
Approval for the sale or disposal (if there is no value) of the following items:

1. 5 push mowers – not working
2. Gravely tractor riding mower - not working; no mower deck
3. Ford snow blower (8 horse power)
4. Kohler 80 kilowatt natural gas generator with casing, three phase
5. Millcreek turf top dressing spreader 75 bushels
6. Beaver Creek E.S. Library Furniture
7. Pallets of Miscellaneous Equipment, Lighting Equipment, Pipe Insulation, Electric Supplies, etc.

10. Technology

- a. Approval to sell, and if there is no value to dispose of, the following items:
 1. Decommissioned Uninterruptable Power Supplies (UPSs)
 2. Decommissioned Printers – Unable to be repaired
 3. Sequel Video Editing Units

I. ACTION AGENDA

Personnel Report – Jaime Mehler

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

1. On a motion by Mr. Yorczyk, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the renewal of Health Advocate services effective September 1, 2016 on a year to year basis.
Comment: This is our current employee assistance program provider and advocacy services. Cost is \$2.18 per eligible employee, per month.
2. On a motion by Mr. Yorczyk, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the Memo of Understanding between DASD and the DAEA regarding Step Movement (grievance #12-13-02).

The next Personnel Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on September 7, 2016 at the Administrative Office.

Curriculum Report – Suzanne Simonelli

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

1. On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved a consultant for Marsh Creek from TLS Teaching Learning Succeeding to provide planning and delivery for expansion of Project Based Learning initiative by enhancing ELA and SS teachers – 8-11 days @ \$1,100 plus mileage and tolls = \$8,800 to \$12,100.

On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved items 2 through 6 below:

2. Approval of (30) Economics books for STEM - \$670.80
3. Approval of (10) each of *GamePlan* for K-5 for Music Dept. = \$37,100.00
4. Approval of AP Music Theory resources (8) copies of (7) titles = \$5,554.00
5. Approval of (5) copies of Interactive Physics software at \$640.00, and (5) copies of *College Physics: A Strategic Approach* at \$1,141.00 plus shipping \$85.58 = \$1,300.17.
6. Approval of (24) copies of *Adventures in Japanese 3* Textbook @\$2,159.76, and (24) copies of *Adventures in Japanese 3* Workbook @\$911.76, plus shipping \$184.29. Total cost = \$3,255.81

On a motion by Mrs. Simonelli, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved items 7 through 11 below:

7. Approval of Driver Ed Curriculum.
8. Approval of Dance Curriculum.
9. Approval of First Aid & Athletic Training Curriculum.
10. Approval of Latin Curriculum.
11. Approval of Japanese Curriculum.

The next Curriculum Committee Meeting is scheduled for 1:30 p.m. on September 6, 2016 in the James E. Watson Staff Development Room of the Administrative Office.

Policy Report – Barbara Albright

Discussion Items

1. Relay for Life’s facilities use charge for Kottmeyer Stadium, including the bathrooms, track and band field.

Many board members recommended waiving facilities use fees for Kottmeyer Stadium, including bathrooms, track and band field. Mrs. Simonelli expressed concern for the precedent being set by waiving fees and the disregard for all the work put into Policy 707. She also believes waiving fees would be making a charitable donation on behalf of the tax payers of Downingtown.

On a motion by Mrs. Albright, seconded by Mr. Yorczyk, the Board, on a roll call vote, approved waiving facilities use fees for Kottmeyer Stadium, including the bathrooms, track and band field by a vote of 6-1, with Mrs. Simonelli voting no.

2. Relay for Life’s facilities use charge for maintenance and custodial time of 52 hours.

Several board members suggested that the maintenance and custodial should not be waived for this event. The number of hours needed was discussed.

On a motion by Mrs. Simonelli, seconded by Ms. Albright, the Board, on a roll call vote, agreed to charge for the maintenance and custodial time for the event by a vote of 5-2, with Mrs. Cranney and Mrs. Bertone voting no. It was agreed Mr. Lauver would work with Relay for Life to determine necessary hours.

3. Relay for Life's use of 5 gators.

Discussion of request for use of district gators. Concern regarding who would be driving gators and insurance coverage for drivers. Serious reservations regarding district liability. Mr. Lauver explained history for this event.

On a motion by Ms. Albright, seconded by Mrs. Simonelli, the Board, on a roll call vote, unanimously denied the use of district gators for the Relay for Life event.

4. Relay for Life's reserving DiSerafino field, 10 adjacent fields, and the tennis courts for non-competition purposes.

Discussion of exact nature of this request. Ms. Albright stated there are some current requests for use of some of these facilities during the Relay for Life event. Mrs. Bertone and Mrs. Cranney believe DiSerafino field has been used by Relay for Life in the past. It was agreed this item requires further clarification. Mr. Lauver to gather information from Mr. Kobernick for continued discussion in September.

The next Policy Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on September 7, 2016 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. On a motion by Mr. Kring, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved the 2016-2017 Enrollment Contract for a student who is currently attending the Transition Program at Camphill Special School as a residential student. Total Cost: \$104,200.04.
2. On a motion by Mr. Kring, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the 2016-2017 1-1 Aide Enrollment Contracts for 4 students who are currently attending Camphill Special School. Total Cost: \$100,800.00.
3. On a motion by Mr. Kring, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved a contract with District Management Council (DMC) for the 2016-2017 school year for consulting and technology services to create elementary master building schedules to cost effectively support teaching and learning best practices at a cost of \$75,000.

The following item was not discussed in committee:

4. On a motion by Mr. Kring, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved to enter into an agreement with the Greater Brandywine YMCA for pool usage by the DASD swim teams. The fees associated with contract are as follows:
 - \$20.50 per lane for the 2015-16 and 2016-17 school years,
 - \$21.00 per lane for the 2017-18 and 2018-19 school years,
 - \$21.50 per lane for the 2019-20 and 2020-21 school years.

The next Finance Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on September 7, 2016 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. DWHS Roofs Restoration

On a motion by Mr. Rauth, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved four Change Orders to Sensenig Company:

- a) Change Order #1 (ADD) in the not-to-exceed amount of \$11,600 to replace five (5) Zurn ZC100-R-C cast iron roof drains with cast iron domes.
 - b) Change Order #2 (DEDUCT) in the amount of (\$15,620) to remove three (3) areas of roof replacement from the scope of work.
 - c) Change Order #3 (ADD) in the not-to-exceed amount of \$18,520 to install three (3) Zurn ZC100-R-C iron roof drains with cast iron domes, sumps, and drain piping to relieve ponding condition.
 - d) Change Order #4 (DEDUCT) in the amount of (\$44,300) to delete replacement of approximately 3,100 sf of existing built up roofing.
2. On a motion by Mr. Rauth, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved a PO to New Holland Ford in the amount of \$33,482.00 for the purchase of a new Transit Cargo Van to replace the 2003 Econoline van with transmission problems, body rust, etc. This purchase is on the maintenance schedule for 16-17.
 3. On a motion by Mr. Rauth, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved a PO to Klein and Hoffman Restoration Architects and Engineers in the amount of \$11,800 for restoration architecture and structural engineering services for the repair and restoration of the deteriorating of brick building façade near the loading dock at PVES, and the retaining wall remediation at both PVES and SMES. This is a scheduled capital project for the 16-17 budget year.
 4. On a motion by Mr. Rauth, seconded by Mr. Yorczyk, the Board, on a roll call vote, unanimously approved a PO to Breslin Ridyard Fidero Architects in the not-to-exceed amount of \$10,000 to perform a Feasibility Study for the future of Uwchlan Hills Elementary School. This study will include identifying storm water

requirements and general calculations needed to determine the cost of complying with the storm water requirements for all applicable options.

The next Facilities Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on September 7, 2016 in the James E. Watson Staff Development Room of the Administrative Office.

Technology Report – Jane Bertone

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

1. On a motion by Mrs. Bertone, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved the purchase 50 concurrent VMWare Horizon View licensing at an amount not to exceed \$ 24,090.
 - a. Funding Source: Operating Budget
 - b. Budget Year: 2016-2017

The next Technology Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on September 7, 2016 in the James E. Watson Staff Development Room of the Administrative Office.

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

Mrs. Cranney announced a Special Board Meeting on Thursday, August 18 at 4:00 p.m. to approve new hires.

October board meeting will be on Tuesday, October 11 at 7:00 p.m.

NSBA conference to be held in Denver in March 2017. Please notify Mrs. Warihay if you plan to attend so a room can be secured.

PSBA 2017 slate of candidates bio's will be emailed to board members for further discussion and selection by the board at the September board meeting.

PSBA Delegate Assembly is scheduled for Saturday at the end of the annual conference. Currently we don't have anyone attending on Saturday. If you are planning on attending and staying until Saturday, please notify Mrs. Warihay.

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

Aubrey Proud (West Brandywine). Mr. Proud is a Bradford Heights parent and spoke on behalf of his family and approximately 20 additional parents in attendance. He referenced a recent Daily Local News article on Saturday and his e-mail of Monday evening. Concern surrounds the current class size of the 4th grade at Bradford Heights. Current enrollment will allow only three classes per board policy. Requested an exception to school board policy for the 4th grade at Bradford Heights to allow for four classes and not three. Requested a full review of class size policy and aide policy at a future meeting.

Dr. Mussoline appreciated comments and explained that there will always have to be a cut point. At each cut point there will always be parents at the microphone. Dr. Mussoline discussed class size studies. No answer will be provided this evening. Dr. Mussoline explained there are approximately 10 other classes size issues throughout the district. He explained he could not agree to make a change for one and not all. Dr. Mussoline explained aides will be reviewed. In addition, he explained the district is waiting as long as possible to ensure as many registrations as possible are complete before finalizing class sizes. Cut off will be August 15.

Mrs. Bertone shared her personal experience with class size issues as a parent in the district.

Several others Bradford Heights parents spoke of personal issues and concerns for their children next year, suggested research of our successful schools and review classes size at these schools.

L. INFORMATION

1. The following policies are submitted for public review and scheduled for approval on September 14, 2016:

- a. AG Administrative Guidelines for 208: Withdrawal from School
- b. 247 Hazing
- c. AG Administrative Guidelines for 333: Professional Development
- d. 609 Investment of District Funds
- e. AG Administrative Guidelines for 609: Investment of District Funds

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.

July 27, 2016

August 3, 2016

August 10, 2016

The next regular School Board Meeting is scheduled for:

Wednesday, September 14, 2016 at 7:00 p.m. in the James E. Watson Staff Development Room of the Administrative Office.

M. ADJOURNMENT

On a motion by Mr. Yorczyk, seconded by Mrs. Simonelli, the Board agreed to adjourn at 8:33 p.m.

Respectfully submitted,

Virginia B. Warihay
School Board Secretary