

DOWNINGTOWN AREA BOARD OF EDUCATION
Administrative Office James E. Watson Staff Development Room
Wednesday, September 14, 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
Mrs. Mehler
Mr. Rauth
Mrs. Simonelli

Dr. Mussoline acknowledged a local news reporter and cameraman in the room with the following statement:

We are joined this evening by a Philly TV crew, apparently following up recent reports about Pennsylvania school district budgeting practices related to the Lower Merion Court decision. Without going into detail - it is not an agenda item - by way of explanation we note that we have been back and forth with both the TV station and a former Unionville-Chadds Ford School Board Member for a few months, at various times providing factual information about our budget history, including the four-year streak of no tax increases. By way of additional information we have for members of the audience - and we'll enter into the record (attachment)- a partial list of some of the information provided to Mitch Blacher at Channel 10 News and Mr. Keith Knauss the former Unionville Board member through emails to date (with voluminous budget detail also provided on our website).

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. Transportation Update

Mr. Fazio provided an update on recent transportation issues. Many buses are filled to capacity. The reduction of 6 buses and increased enrollment has exacerbated these issues. PDE says 72 on a bus allows for full funding. District is particularly concerned with secondary capacities. Adjustments are being made daily. Ridership numbers are being tallied on Tuesday through Thursday this week. Goal will be for adjustments to be made at the end of this week into next week. This could result in additional buses. Mr. Fazio will keep the board and superintendent informed. Parents will be informed as adjustments are made.

F. REPORTS

1. Student Representatives

Alison Pond
Rhea Jain
Olivia Hunt

2. Student Life Report

Colleen Cranney

No report. First meeting is scheduled for tomorrow starting at 3:15 p.m. at Lionville Middle School.

3. Governance Report

Jaime Mehler

Mrs. Mehler reported on the board goals for 2016-2017. The top five from the results of a recent board survey are:

- Through a CCIU search process, plan, screen, assess stakeholder interest via focus groups, interview, and successfully negotiate a contract hiring a superintendent of schools to begin work on July 1, 2017.
- Negotiate a long term (two to three years) collective bargaining agreement with the teachers’ union
- Plan for and execute a 5th consecutive year of a zero tax increase for DASD taxpayers.
- Re-negotiate a longer term agreement with A Child’s Place to continue to provide before and after school child care.
- Plan for the renovation or rebuild of the Uwchlan Hills Elementary school based upon a feasibility study being conducted during the 2016-2017 school year.

4. Education Foundation

Suzanne Simonelli

No report. Meeting scheduled for next Tuesday, September 20.

5. DARC

Barbara Albright

No report. Meeting scheduled for tomorrow. Fall Brochure is out now.

6. Policy Report

Barbara Albright

The next Policy Report is scheduled at the Committee of the Whole meeting starting at 6:00 p.m. on October 5, 2016 in the James E. Watson Staff Development Room of the Administrative Office.

7. Communities That Care Jane Bertone
No report. Meeting scheduled for Tuesday, September 20 at 12:30 p.m.
8. Wellness Committee Jane Bertone
No report. Meeting scheduled for Monday, September 19.
9. Intermediate Unit Robert Yorczyk
No report given Mr. Yorczyk's absence.
10. Legislative Committee Robert Yorczyk
No report given Mr. Yorczyk's absence.

G. OLD BUSINESS

H. CONSENT AGENDA

On a motion by Mrs. Simonelli, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved the consent agenda.

1. Approval of Minutes
 - a. Board Meeting – August 10, 2016
 - b. Special Board Meeting – August 3, 2016
 - c. Special Board Meeting – August 18, 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
 - b. Renewal of Agreement with Conrad Segal for ACA (Affordable Care Act) reporting at a billing rate of \$11,500 - \$12,500 approximately for the 2016-2017 year.
5. Curriculum
 - a. Approval of additions to the Field Trip Bank
6. Policy
 - a. Approval of the following policies
 1. AG Administrative Guidelines for 208: Withdrawal from School

2. 247 Hazing
 3. AG Administrative Guidelines for 333: Professional Development
 4. 609 Investment of District Funds
 5. AG Administrative Guidelines for 609: Investment of District Funds
7. Finance
- a. Approval of an agreement with Chadds Ford Alternacare Inc. (CRITICARE) to provide substitute nursing and Personal Care Assistance (PCA) services as requested by the District at a cost of \$52.50 per hour for an RN, \$44.50 per hour for an LPN, and \$24.50 per hour for a PCA. This is a fee for service agreement; there is no immediate cost to the District.
 - b. Approval of an agreement for a Student to receive Extended School Year services at the Devereux Foundation (Devereux Cares), a Pennsylvania nonprofit corporation with its principal place of business at 2012 Renaissance Blvd. King of Prussia, PA 19406 for its: Children's IDD services CARES education. Cost of Contract: \$6,675.00.
 - c. Approval to hire Buck Jones as a consultant for the Surplus Project at a cost NTE \$300.00; and for the STEM Academy application project at a cost NTE \$250.00.
 - d. Approval to enter into a contract with ELPS Private Detective Agency, for investigative services, at a rate of \$75.00 per hour. Follow up report to be provided to the board in November.
8. Facilities
- a. Sale/Disposal of Surplus Items
Approval for the sale or disposal (if there is no value) of the following items:
Diesel Onan 40 Generator with remote radiator, transfer switch and battery charger
9. Administrative
- a. Accept approvals by PDE of the following PlanCon projects:
PlanCon A: Project Justification and PlanCon B: Schematic Design – Uwchlan Hill Elementary School (PDE Approval letter dated August 4, 2016 and August 5, 2016 respectively) PlanCon H: Project Financing – Sixth Grade Center; PlanCon H: Project Financing and PlanCon: Project Accounting – Downingtown STEM Academy
 - b. The following board members will attend the PSBA Annual Conference in Hershey, PA, October 13-15, 2016: Jane Bertone, Carl Croft, David Kring, Bobbie Albright

I. ACTION AGENDA

Personnel Report – Jaime Mehler

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

1. On a motion by Mrs. Mehler, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the reorganization and restructuring of positions in the Finance Division (attachment.)
2. On a motion by Mrs. Mehler, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved a Release and Settlement Agreement (dated 8/17/16) for employee #22088.
3. On a motion by Mrs. Mehler, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved approximately 25-30 hours per week of office/aide support for Lionville Elementary school for 2016-2017 school year.
Comment: This is to help accommodate the building staff in managing increased enrollment (661 students as of the 3rd day of school.)

The next Personnel Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on October 5, 2016 at the Administrative Office.

Curriculum Report – Suzanne Simonelli

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

1. Request approval of
 - a. On a motion by Mrs. Simonelli, seconded by Mrs. Mehler, the Board, on a roll call vote, unanimously approved a 3-year contract with EdInsight Instructional Management System for an annual amount NTE \$44,700.00 per year.
Funding Source: Accountability budget
 - b. On a motion by Mrs. Simonelli, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved a one-year pilot of EdInsight Kanduloo personalized learning application in an amount NTE \$2,500.00. Note: If pilot is successful Board approval will be requested for a district-wide implementation beginning in 2017-18.
Funding Source: Curriculum Budget
 - c. On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved 16 on-site professional development days with On Hand Schools trainers. Total = \$28,000.00
Funding Source: Curriculum budget
2. On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the textbook purchase for AP Capstone course at DHSE:
 - (22) copies *How to Win Friends and Influence People* @14.95=\$448.50
 - (22) copies *Publication Manual of the American Psychological Association* 6th edition @\$22.77=\$683.10

Funding Source: Curriculum budget

3. On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the Kiln Replacement (Lionville Elementary) – \$2,908.00

Funding Source: Curriculum budget

4. On a motion by Mrs. Simonelli, seconded by Mr. Kring, the Board, on a roll call vote, unanimously approved an Elementary Schoology Pilot for 1700 students @ \$2.50 per student = \$4,250.00, effective now until 6/30/17.

Funding Source: Curriculum budget

5. On a motion by Mrs. Simonelli, seconded by Mr. Kring, the Board, on a roll call vote, unanimously approved the CCIU STEM Consortium services platinum level at \$4500.00.

Funding Source: Curriculum budget

6. On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the first year of a Positive Behavior Support Proposal with the Center for Effective Schools NTE \$17,945.00.

Funding Source: Pupil Services budget and a potential grant

7. On a motion by Mrs. Simonelli, seconded by Mr. Kring, the Board, on a roll call vote, unanimously approved the services of Jessica Lahey, author of *The Gift of Failure*, to present to DMS and LMS one day, and to parents one evening at DW. The cost will be \$10,000-\$11,000.

Funding Source: Superintendent's budget

8. On a motion by Mrs. Simonelli, seconded by Mr. Kring, the Board, on a roll call vote, unanimously approved the Brandywine Learning Center to conduct PSAT test preparation review session during the 2016-17 school year for Grades 10-11 students at a cost NTE \$6,600.00.

Funding Source: Superintendent's budget

9. On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the Board partnering with Downingtown CTC to bring former NBA pro basketball player and national speaker on addiction Chris Herren to present programs at all three high schools as well as an evening program for parents at a cost of \$5,000. This is contingent upon leaders of the Downingtown CTC organization acquiring the full funding for this program.

Funding Source: School Board budget

10. On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved 5 days of custom PD by Heinemann to provide coaching for staff as they move from BAS2 to BAS3. \$2,500 per day. Cost is all-inclusive, covering consultant's per diem fees, travel expenses, cost of production, shipping and handling of materials. Total is \$12,500.00.

Funding Source: Grant

11. On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved a one-time field trip to Organic Farms for Grades 11-12 at DHSE and DHSW on 12/8/16.
12. On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the iAspire Data Collection Tool at \$7.07 per teacher. Funding Source: Principals' budgets
13. On a motion by Mrs. Simonelli, seconded by Ms. Albright, the Board, on a roll call vote, unanimously approved a one-day on-site classroom walkthrough to create appropriate Tailored Professional Development Investigation at both Middle Schools at a cost of \$5,000.00.

The next Curriculum Committee Meeting is scheduled for 1:30 p.m. on October 4, 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 Mrs. Bertone, the Board, on a roll call vote, unanimously approved a 2016-2017 contract for 1:1 services for a student who is currently attending Elwyn-Davidson School. Cost of contract: \$28,861.20.
2. On a motion by Mr. Kring, seconded by Mrs. Simonelli, the Board, on a roll call vote, unanimously approved a release and settlement agreement with the parents of a special education student in satisfaction of a hearing officer's ruling for tuition in the amount of \$31,851.00 for 2015-2016 school year, \$36,335.00 for the 2016-2017 school year, \$38,281.00 for the 2017-2018 school year, \$40,151.00 for the 2018-2019 school year, \$78,000.00 for attorney's fees, and \$25,200.00 in compensatory education.
3. On a motion by Mr. Kring, seconded by Mrs. Simonelli, the Board, on a roll call vote, unanimously approved waiving any conflict that may exist in regard to Gawthrop Greenwood PC's continued representation between DASD and East Brandywine Township with respect to the sale of the Weaver property.

The next Finance Report is scheduled at the Committee of the Whole meeting starting at 6:30 p.m. on October 5, 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 item by roll call vote:

1. BCES Windows ('17-'18 Capital Project)

On a motion by Mrs. Bertone, seconded by Mrs. Simonelli, the Board, on a roll call vote, unanimously approved issuance of a PO to Michael Johnson Architects in the amount of \$25,200 for architectural services for the needed bid specifications for the replacement of the Beaver Creek Elementary School windows, including the window opening modifications, insulated glazing, perimeter sealants, flashings and stools. A second estimate was attempted but not readily available. The design, bidding and awarding of a bid must be done this fall in order to make delivery of the new windows by next June for a 2017 summer installation project. Therefore, the Administration requests MJA perform the needed bid specs for this first window project, which will serve as a barometer for future window projects.

The next Facilities Report is scheduled at the Committee of the Whole meeting starting at 6:30p.m. on October 5, 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 items by roll call vote:

1. On a motion by Mrs. Bertone, seconded by Mrs. Simonelli, the Board, on a roll call vote, unanimously approved an audio visual repair project & services agreement with IMS Technology Services for the STEM Knowledge Commons upgrade project in an amount not to exceed of \$35,000. This will include a one year warranty on all parts & services.
 - a. Funding Source: Capital Budget

The next Technology Report is scheduled at the Committee of the Whole meeting starting at 6:30p.m. on October 5, 2016 in the James E. Watson Staff Development Room of the Administrative Office.

Administrative Action

1. PSBA slate of candidates 2017
On a motion by Mr. Kring, seconded by Mr. Rauth, the Board, on a voice vote, unanimously approved the 2017 PSBA slate of candidates.
2. Request approval for Superintendent Search Advertising by the CCIU.
On a motion by Mrs. Simonelli, seconded by Mrs. Mehler, the Board, on a roll call vote, declined to approve expending up to \$5,000 for superintendent search advertising by the CCIU by a vote of 4-3 with Mrs. Simonelli, Mrs. Mehler and Mr. Kring voting yes.
3. On a motion by Mrs. Cranney, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved the Memorandum of Understanding between the Downingtown Area School District and the Downingtown Community Education Foundation.

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

1. On a motion by Mrs. Albright, seconded by Mrs. Bertone, the Board, on a roll call vote, unanimously approved to immediately stop the practice of soliciting for money on any public street and to have further discussion in Policy Committee to alter the fundraising policy.

In addition to the safety of our students, district insurance company has been contacted. Insurance coverage is an issue with this practice.

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

Colleen Minio DHSE Tennis Booster Co-President – Mrs. Minio discussed the parent and athlete support of the suspended tennis coach. They appreciate the meeting with Mr. Burnham and Mr. Hurley but expressed concern regarding lack of parental notification of issue and lack of parental notification in questioning of their children. They are looking for reinstatement of the coach pending the outcome of the investigation process. Very disappointed with the swift move to suspension. No parents were asked to provide input regarding the trip. Asking for reconsideration of suspension during investigation.

Bill Davis (Chester Springs) – Mr. Davis pointed out this trip was not a school trip. The trip was run by Tennis Addiction and all checks were paid to Tennis Addiction. Student athletes were not required to attend. Only 15 of the 27 athletes attended. Appalled at the process, lack of involvement of parents and haphazard communication.

Madison Minio (Chester Springs) – Junior tennis athlete at DHSE – expressed frustration on behalf of team. They want their coach back. He taught them tennis and more importantly to be a team.

Truc Nguyen stated he did go on the bus trip. He observed professional behavior by the coach. He did not observe any alcohol.

Derek Vogt (West Pikeland) – Mr. Vogt believes the coach was found guilty without a trial. The suspension is wrong.

L. INFORMATION

1. The following policies are submitted for public review and scheduled for approval on October 11, 2016:

- a. AG Administrative Guidelines for 121: Field Trips
- b. AG Administrative Guidelines for 231: Social Events and Non-Curricular Field Trips

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.

August 24, 2016
September 7, 2016
September 14, 2016

The next regular School Board Meeting is scheduled for:
Tuesday, October 11, 2016 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 August 31, 2016. Dr. Mussoline highlighted the dramatic increase in enrollment since June and over the course of his tenure. He also highlighted the enrollment in charter schools and the cost per student of these charter enrollments. Mrs. Simonelli asked to have this information put in the Board Update.

M. ADJOURNMENT

On a motion by Mrs. Simonelli, seconded by Mrs. Bertone, the Board, agreed to adjourn the meeting at 8:14 p.m.

SAMPLING OF DASD BUDGET-RELATED INFORMATION PROVIDED TO CHANNEL 10 TV NEWS REPORTER

1. Throughout the budget process, the District's needs are discussed and vetted in public during committee and board meetings.
2. All finance meeting minutes, full independent yearly financial audit reports going back many years, and other budgetary information is posted on the District's website.
3. The District is a multiple year recipient of the prestigious Association of School Business Officials International Meritorious Budget Award, an award given to only 7 other Pennsylvania school districts. DASD's budget and financial information are consistent with the criteria required to meet the high standards of excellence in preparing and presenting budgets.
4. The District has used the same projection methodology for the past 20 years, resulting in a series of annual surpluses that have enabled the District to weather the 2008 Great Recession, construct school buildings to meet the needs of a growing population, withstand the PSERS crisis, endure the dysfunction in Harrisburg over the past few years, and keep taxes at the same level for the past four years. This is a track record that very few school districts in the Commonwealth have been able to match.
5. The district has paid down \$65 million in outstanding debt service, saving District taxpayers more than \$9 million in annual debt service expense.
6. In 2009, faced with the need for a third \$140 million high school due to escalating growth and already overcrowded buildings, the Board opted to spend a fraction of that amount to open a third magnet school, the Downingtown STEM Academy. The Downingtown STEM Academy is now considered to be one of the best high schools in the nation. The estimated savings in this magnet school idea is about \$120 million for taxpayers.
7. In 2011, with the need to construct a third middle school due to expansive enrollment and overcrowding, the District opted to build a new sixth grade center instead. This decision again saved taxpayers millions of dollars in additional expenditures that a third middle school would have required. By constructing an elementary school at Marsh Creek instead of a middle school with all the campus setting needed to support athletics and such we estimate the District saved \$40 million dollars.
8. Dr. William Hartman, Professor of Education Emeritus and Executive Director of the Center for Total Quality Schools at Penn State University has observed, "*School districts throughout Pennsylvania have struggled to survive the Great Recession of 2008, funding educational obligations in an economic environment of geometric increases in PSERS expenditures, increasing health care costs, rapid and extensive increases in payments to charter schools, shrinking tax bases as the result of tax assessment appeals, historically low Act 1 indices, unstable legislative climates and non-existent investment growth. **Because of the strength of the Downingtown Area School District's budgeting over the past 20 years, Downingtown weathered this "perfect storm" better than any other Chester County school district.***"
9. As a result of the above points, past and present school boards have governed in a measured and prudent way. Barring unexpected changes in the regional economy, population, and legislative landscape, the Downingtown School District Administration and Board plan to extend its no-tax-increase streak into future fiscal years.

10. As a public entity, details of the District's revenues and expenditures have been annually included in the District's audited financial statements as well as in financial presentations reported to the School Board.
11. More information will be on the District Web site tomorrow including all emails and documents provided to Channel 10 news as well as documents provided to the former Unionville-Chadds Ford School Board Member and witness for the plaintiff in the Lower Merion budget related court decision.