02-20-20 BOARD MEETING
2/20/2020  [7:30PM-9:00PM] @ High School LGi Room

- 02-20-20 BOARD MEETING AGENDA -

1. MOMENT OF SILENT REFLECTION / PLEDGE OF ALLEGIANCE

   Minutes

   The regular business meeting of the Dallastown Area Board of School Directors convened in the High School LGi Room on Thursday, February 20, 2020. Board President Ronald J. Blevins called the meeting to order at 7:33 p.m.

2. ROLL CALL & EXECUTIVE SESSION ANNOUNCEMENT

   Minutes

   Mr. Blevins announced that all board members were present and that the board met in Executive Session to discuss legal and personnel matters prior to this meeting.

   ATTENDEES:

   Board Members: Steven C. Bentzel, Ronald J. Blevins, John E. Hartman, Sue A. Heistand, Sarah B. Hostler, William A. Lytle, Anthony J. Pantano, Hilary S. Trout and Scott A. Wingard
   Solicitor: Fox Rothschild Attorney Jeff Sultanik
   Board Secretary: Lisa M. Kirby
   Student Representative: Dylan Rexroth
   Administrators: Dr. Greg Anderson, Denise Blackwell, Dr. Chad Bumsted, Dr. Joshua Doll, Keith Dyke, Dr. Stephanie Ferree, Troy Fisher, Brian Fitz, Dr. Zachary Fletcher, Dr. Erin Heffler, Jim Heilman, Dr. Kelly Kessler, Amy Kostoff, Chris Martin, Chip Patterson, Dr. Kevin Peters, Brian Raab, Dr. Wayne Senft, Brian Smith, Tom Stauffer, Barb Terroso and Misty Wilson.
   Other Dallastown Area School District Staff/Citizens/Guests/Presenters: Attendance sheets attached/filed. (Click Here)

   News Media: York Daily Record - N/A, York Dispatch - N/A

3. APPROVAL OF BOARD AGENDA

   Minutes

   Mrs. Heistand moved and Mr. Hartman seconded approval of the agenda as is.

   By voice vote, the motion passed unanimously...


4. COMMENTS FROM THE PUBLIC

   Minutes

   There were no comments.

5. SPECIAL PRESENTATION(S):

   a. MS Musical Teaser: Disney's the Little Mermaid, Jr. - Dr. Peters / Vanessa Trauger

      Minutes

      The students performed two songs to the delight of the board members and the rest of the audience.

   b. Middle School Presentation: Preparing Students for Life - Dr. Peters
Minutes

He pointed out that our middle school is 5% above the state average for the Career Standards Benchmark and provided a summary of the selected pathways for the Class of 2023 (current 9th graders). Dr. Doll mentioned that this data will eventually be compared to the graduation survey results and will assist with tracking resources moving forward.

Dr. Peters also highlighted the following: the alignment of the five Expedition trips to the career pathways; their Unified Arts career focus; various partnerships with the High School (FBLA, Forensics, science fair projects, acceleration of HS coursework, Solidworks software exploration, and Art Major progression); community outreach activities; and, the new recycling program of their Green Team.

Mr. Wingard inquired about collaborations with the TV Studio, which are occurring through observations and the alignment of resources. Mr. Blevins observed how the pathways are taking hold at the middle school.

(SPEC PRES - DAMS Preparing Students for Life 02-20-20 b.pdf attached)

6. SUPERINTENDENT'S REPORT - Dr. Doll

Minutes

He mentioned the completion of Phases 1A and 1B of the Loganville-Springfield E.S. project, which included the new additions, and the progress of Phase 2 with an anticipated completion in August 2020. He also acknowledged the winners and judges of the 60th Annual Science and Engineering Fair, along with Dallastown Elementary School's nomination as a 2020 National Blue Ribbon School. For the latter, Mr. Patterson is completing the extensive application.

Nicole Montgomery, the district's new coordinator of marketing and communications, was introduced and she highlighted these enhancements and initial projects: the 2019 Annual Report, the mobile-friendly E-News Weekly, an increased social media presence with a Facebook account, and a website audit which includes enactment of Google analytics.

Dr. Doll noted the continuation of the traditional approach for the remainder of this school year and that some changes would be rolled out in the new school year. He also shared other accomplishments across the district, student enrollment figures (at 6,416 students), and a list of upcoming events.

(SUPT REPORT 2.20.20.pdf attached)

7. CONSENT ITEMS:

Minutes

Mr. Fisher affirmed that there were no changes to the Personnel Report after the email was sent to board member earlier today.

Mrs. Heistand moved and Mr. Pantano seconded approval of the Consent Items as is.

By roll call vote, the motion passed unanimously...


President Secretary Treasurer

a. Board Minutes (Previous Meeting)

(CONSENT - Board Minutes 01-16-20.pdf attached)

b. Treasurer's Report

(CONSENT - Treasurers Report 01-31-20.pdf attached)

c. Expenditures Report
d. Revenue Report

(CONSENT - Revenue Report 01-31-20.pdf attached)

e. AP Check Register

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<tr>
<td>General Fund</td>
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<td>2017 Bond Fund</td>
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<td>Internal Service Fund</td>
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<td>PNC Easy Procure</td>
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</table>

(CONSENT - AP Check Register 02-20-20 - LIST OF BILLS.pdf attached)

(CONSENT - AP Check Register 02-20-20 - DETAILS.xls attached)

f. Personnel Report

(CONSENT - Personnel Report 02-20-20 - FINAL UPDATED.pdf attached)

g. Rental Requests

(CONSENT - Rental Requests 02-20-20.pdf attached)

h. Food Service Fund Statement of Operations

(CONSENT - Food Service Fund Statement of Operations-Jan 2020.pdf attached)

(CONSENT - Food Service - Meals served by month-January 2020.pdf attached)

i. Budgetary Transfers

(CONSENT - Budgetary Transfers 02-20-20 UPDATED 2 budamdt-25978.pdf attached)

(CONSENT - Budgetary Transfers over 10k 02-20-20.pdf attached)

j. Equipment Disposal Worksheet

(CONSENT - Equipment Disposal Worksheet 02-20-20.pdf attached)

k. Student Activity Accounts 12-31-19: High School / Middle School

(CONSENT - Student Activity Account 12-31-19 - HIGH SCHOOL FY20_2nd_Qtr_HSAA_Board_Report.pdf attached)

(CONSENT - Student Activity Account 12-31-19 - MIDDLE SCHOOL.pdf attached)

l. Middle School Field Trip: Honors Choir


(CONSENT - Middle School Field Trip - Concert Choir Virginia-D.C. Trip May 2020.pdf attached)

m. Job Descriptions: Human Resources and Building Administrators/Staff

As presented and discussed at 2/13 Human Resources Committee Meeting.

(CONSENT - Job Descriptions - Human Resources and Building Admin-Staff.pdf attached)

8. ACTION ITEM(S):

a. Approval of Settlement Agreement for Tax Assessment Appeal - Atty. Sultanik / Mr. Blevins / Dr. Doll

With the Jewish Community Center at 2000 Hollywood Drive, York, PA as described in settlement agreement
as authorized by the district solicitor.

Minutes

Atty. Sultanik reported that Atty. Randall Schauer reviewed the agreement with the board.

*Mr. Hartman moved and Mr. Bentzel seconded approval of Action Item 8a as presented.*

By roll call vote, the motion passed unanimously...


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b. Approval of Board Resolution 2020-01 - PDE Electronic Signature for Superintendent Doll - Dr. Doll

This is an update to Resolution 2013-06 that was originally approved for Dr. Ronald E. Dyer on April 18, 2013.

Minutes

This resolutions grants permission to use the superintendent’s electronic signature for the efficient processing of PDE federal programs, which was the process in place with the former superintendent.

*Mr. Hartman moved and Mrs. Heistand seconded approval of Action Item 8b as presented.*

By voice vote, the motion passed unanimously...


(ACTION - Resolution 2020-01 - PDE Electronic Signature for Superintendent Doll.pdf attached)

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c. Approval of 2020-21 Board Meeting Dates - Mr. Blevins / Dr. Doll

First presented and discussed at the 12/12 Board Meeting, then updated in early February to include two workshops.

Minutes

*Mr. Hartman moved and Mrs. Heistand seconded approval of Action Item 8c as presented.*

In response to Mr. Pantano's inquiry on an earlier discussion, the meeting schedule will be updated to reflect a change to the committee meeting format. Beginning in April 2020, the Human Resources Committee Meeting will be held at 6:00 p.m., followed by the Finance Committee Meeting at 7:00 p.m. then the Building and Capital Projects Committee Meeting.

By voice vote, the motion passed unanimously...


(ACTION - BOARD MEETING DATES 2020-21 - Updated 02-03-20.pdf attached)

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d. Approval of LIU 2020-21 General Operating Budget - Mrs. Heistand

As presented and discussed at the 1/16 Board Meeting.

Minutes

She noted the overall budget reduction of $157,000 which would be a reduction of $11,311 for our district.

*Mrs. Heistand moved and Mr. Bentzel seconded approval of budget as presented.*

By roll call vote, the motion passed unanimously...
e. Approval of York Adams Academy 2020-21 General Operating Budget - Mr. Hartman / Dr. Doll / Mrs. Heistand

As presented and discussed at the 2/13 Finance Committee Meeting.

Minutes

Mrs. Heistand pointed out that the Academy maintains a tight budget but will need to increase the tuition by $100 per seat. With 12 seats, that would be a total increase of $1,200 for our district.

Mrs. Heistand moved and Mr. Wingard seconded approval of the York Adams Academy budget.

By roll call vote, the motion passed unanimously...


f. Approval of the 2020-2026 DASD Comprehensive Plan - Dr. Doll

As presented and discussed at the 1/16 Board Meeting.

Minutes

Dr. Doll summarized that this is the compilation of many district stakeholders and will be the focus of our work the next six years.

Mr. Hartman moved and Mrs. Heistand seconded approval of Action Item 8f.

By roll call vote, the motion passed unanimously...


g. Approval of District-Wide Feasibility Study through RLPS - Mr. Blevins / Dr. Doll

As presented and discussed at the 2/13 Building & Capital Projects Committee Meeting.

Minutes

Dr. Doll pointed out that the last Feasibility Study was done 20 years ago and that the district is at a point where it needs to analyze site and building conditions along with program capacity and enrollment growth. Administration is recommending the services of RLPS Architects at a cost of $27,000, to be paid from the Capital Reserve Fund and to include the focus group approach. He, Dr. Heffler and Mr. Rohrbaugh have a kick-off meeting scheduled with RLPS on Friday, February 28, 2020.

Mr. Hartman moved and Mr. Lytle seconded approval of Action Item 8g, the District-wide Feasibility Study.

In response to Mr. Pantano's inquiry about the timeline and board updates, Dr. Doll noted that it will be vetted further at the March 30, 2020 Board Workshop/Retreat (after the initial meeting with RLPS).

By roll call vote, the motion passed unanimously...
h. Approval of the Auditor Proposal for 2019-20 Fiscal Year from Boyer & Ritter - Mr. Hartman / Dr. Doll

As presented and discussed at the 2/13 Finance Committee Meeting.

Minutes

Mr. Hartman acknowledged the numerous discussions, including last week, and that the board wishes to continue with Boyer & Ritter for one more year, then administration will conduct an RFP. He also noted there would be a $400 increase compared to last year.

Mr. Hartman moved and Mr. Pantano seconded approval of Action Item 8h, the auditing firm for the 2019-20 school year.

By roll call vote, the motion passed unanimously...


i. Approval of Student Devices for the 2020-21 School Year to be paid from York Traditions Line of Credit - Mr. Hartman / Dr. Doll / Mr. Stauffer

- First presented and discussed at the 2/13 Finance Committee Meeting.
- The proposal was then updated to reflect a $12,600 reduction in the "off-promo" pricing from CDW since the "promo-priced" supplies were depleted.

Minutes

Mr. Hartman mentioned that this is the fifth year of the initiative and that the leasing agreement is similar to previous years. He also noted that the devices are crucial to instruction. Dr. Doll commended the technology department for the reduction in the "off-promo" pricing since last week’s meeting.

Mr. Hartman moved and Mr. Bentzel seconded approval of Action Item 8i, the student devices.

By roll call vote, the motion passed unanimously...


9. INFORMATION ITEM(S):

a. Report from Student Representative - Mr. Rexroth

Minutes

He encouraged attendance and donations for Mini-THON and mentioned their need for chaperones. He also highlighted the DPAC/ITS annual dinner theater, the GSA Leadership Summit, the Unified Special Olympics Club which is hosting the Bocce Ball Regional Meet on February 26th, and Student Council's annual Mr. DHS event on February 21st.

(INFO - Student Report - February 18 2020.pdf attached)

b. Two High School Field Trips: International - Dr. Bumsted
This will be an Action Item at the 3/19 Board Meeting.

- Latin class travel to Italy - June 16-25, 2020
  - These are the requested dates; however, the window is June 12-29, 2020.

- English/Theater Study/Honors Shakespeare/Honors British Literature travel to London, England - July 9-18, 2021
  - Dates may shift dependent on best airfare.

Minutes
He summarized both trips by providing the dates, teacher sponsor and student costs. In response to inquiries from Dylan Rexroth, Dr. Bumsted and Mr. Pantano, respectively, there are no scholarships but payment plan options; Dr. Bumsted will investigate the timing of payments should a trip have to be cancelled; and, the district would cancel a trip for safety concerns.

(INFO-ACTION - High School Field Trip - Italy - June 16-25 2020.pdf attached)
(INFO-ACTION - High School Field Trip - London England United Kingdom - July 9-18 2021.pdf attached)

c. 2019 Graduation Survey Results - Dr. Doll / Dr. Fletcher

Minutes
In past years, the results were shared in a board workshop. This evening, he reviewed the purpose from 2012, the three types of surveys (one required and two anonymous), and the timeline since the Class of 2013. Following last year’s analysis and alignment with career pathways, they surveyed the Classes of 2019, 2017 and 2014 and provided participation rates and the resulting data in a new format. Dr. Fletcher is also trying to do the survey earlier in the year to allow for student focus groups.

(INFO - 2019 Grad Survey - Revised Survey.pdf attached)
(INFO - 2019 Grad Survey - Board Overview Presentation 02-20-20.pdf attached)

d. Report on Team Retreat held January 22, 2020 - Mr. Blevins

Minutes
He highlighted the 'state-of-the-district' activities with Dr. Heffler, a review of board expectations and protocols, and efforts to bring clarity and focus to district growth and capital projects. For the latter, they’ve chosen to conduct a district-wide feasibility study, to monitor a three-year plan for capital projects, to prioritize Bond Fund dollars, and to take a practical approach for the secondary campus.

e. Building & Capital Projects and Finance Committee Reports: 2/13 Meeting - Mr. Blevins / Mr. Hartman

Minutes
Mr. Blevins noted that most of the BCPC discussion was devoted to the Loganville-Springfield E.S. project update and capital projects.

Mr. Hartman thanked Mr. Lytle for leading the Finance Committee meeting in his absence. They affirmed the York Adams Academy budget, the auditor proposal and the student devices voted on earlier this evening, and discussed the projected 2019-20 Budget deficit of $1.8M.

Dr. Doll referenced his "budget forecast" communication to employees earlier this week which highlighted these key contributors: an unanticipated shortfall in local revenue below historical trends, high cost of health benefit claims in the district’s self-insured medical program, higher than predicted enrollment growth, increased cost for outside placements, and an unexpected surge in tuition costs (cyber and charter). To ensure financial accountability, he and administrators are initiating curtailments to reduce expenses for non-essential items, including but not limited to, facility repairs, new technology procurement, color copying, curriculum workshops, and position openings that won’t be filled until the new school year. This is not how he wants to begin his superintendency; however, he has a great team to navigate the rough waters through creativity.
Mr. Hartman also noted the committee heard about the governor's budget, and Mr. Blevins thanked Dr. Doll for his actions to address the budget reality to avoid reducing fund balance to an uncomfortable level.

(INFO - BCPC-Finance Committee Minutes 02-13-20.pdf attached)

f. PSBA Liaison Report - Mr. Bentzel
   Charter Reform: Two PSBA links and a draft Resolution...
   
   - https://www.pacharterchange.org/

   Minutes
   He called attention to the resources available from PSBA and, following an informal poll, offered to present the resolution for approval at the March Board Meeting.

   (INFO - PSBA Liaison Report - 2020-Resolution-for-charter-funding-reform.pdf attached)

g. LIU Board Report: 2/4 Meeting - Mrs. Heistand
   Minutes
   She called attention to the IU's movement to the next phase of analysis for an on-site health clinic. They're working with a consulting service and are considering two sites—one in York and the other in New Oxford—which would require some renovations. The initial numbers look promising. They would start with their employees only then consider member districts.

   Key points from discussion: Telemedicine would be included; the IU did conduct an employee survey; and, the LIU #13 has had a clinic for several years.

   (INFO - LIU Board Report 2020-02-04 Downs.pdf attached)

h. York Adams Academy Report: 1/28 Meeting - Mrs. Heistand
   Minutes
   She thanked Mr. Wingard, our alternate, for joining her at this meeting. She mentioned the approval of the Audit and the brainstorming session with business managers and superintendents. She also read aloud a thank you note from a YAA graduate.

   (INFO - York Adams Academy Board Brief 01-28-2020.pdf attached)

i. York Adams Tax Bureau Report: 1/27 Meeting - Mr. Wingard
   Minutes
   He noted the very short evening which included the York County Tax Collection Committee's reorganization, meeting schedule and dissolution of its Finance Committee due to redundancy. The Bureau also conducted its board reorganization and a business meeting.

   (INFO - York Adams Tax Bureau Jan 20 TCCMinutes.pdf attached)
   (INFO - York Adams Tax Bureau Jan 20 YATB Minutes.pdf attached)

j. York County School of Technology JOC Report: 1/23 Meeting - Mr. Lytle
   Minutes
   For their January reorganization, he was retained as the JOC chairperson. Also, Dallastown junior Christopher Day was selected as one of the "Students of the Month" and other student experiences were highlighted, such as the Hot Rodders of Tomorrow Club's placement at the national competition. He noted the YCST Budget is on target to be approved by member districts and that there will be a positive resolution for the Lincoln Benefit Trust rates/plans. Mr. Lytle also called attention to our district's flat fee per student and our increased participation, and encouraged development of our philosophy for the targeted number of seats, etc.

   (INFO - York Co School of Tech JOC 2020-01-23 Mini Board Report.pdf attached)
10. CALENDAR OF BOARD EVENTS:

Most meetings are open to the public and located at 700 New School Lane, Dallastown, PA 17313. Closed meetings are noted with an asterisk (*).

<table>
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<tr>
<th>DATE</th>
<th>TIME</th>
<th>MEETING/EVENT</th>
<th>LOCATION</th>
</tr>
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<tbody>
<tr>
<td>Thursday, March 12</td>
<td>6:00 p.m.</td>
<td>Building &amp; Capital Projects Committee</td>
<td>HS LGI Room</td>
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<tr>
<td></td>
<td></td>
<td>followed by Finance Committee</td>
<td>HS LGI Room</td>
</tr>
<tr>
<td>Thursday, March 19</td>
<td>7:30 p.m.</td>
<td>Board Meeting</td>
<td>AD Board Room</td>
</tr>
<tr>
<td>Monday, March 30</td>
<td>8A-5P</td>
<td>Board Workshop: Retreat</td>
<td>AD Board Room</td>
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Minutes

The calendar was posted for board member review and Mr. Blevins pointed out the decision earlier this evening to cancel the 3/12 Human Resources Committee Meeting.

Also, beginning in April, our committee meetings will be adjusted as follows:

- 6:00 PM - Human Resources (closed to the public)
- 7:00 PM - Finance followed by BCPC

11. CONFERENCE REQUESTS

Minutes
They were provided for board member review.

(CONFERENCE REQUESTS February 20 2020.pdf attached)

12. BOARD COMMENTS / CORRESPONDENCE

Minutes
Mr. Wingard thanked the athletic department, specifically the Swim Club, for the announcing opportunity. Mr. Hartman reported that he spoke with two PSBA representatives at the state capital board appreciation day and strongly advocated for basic education funding. Mr. Pantano noted the presentations by our science fair winners at a recent York Township Board of Commissioner meeting and that Dr. Jones, former DAHS principal and commissioner, announced them. Also, the township gave monetary awards to two additional students for their storm-water and municipal-planning related projects. Mrs. Heistand, Mrs. Hostler and Mr. Hartman toured DAIS with Mr. Martin earlier this week; visited every classroom at Dallastown Elementary with Mr. Patterson this morning; and will be going to the high and middle schools on Monday. Mr. Blevins encouraged colleagues to see the DAIS musical performance by special education students tomorrow; there will be two performances.

13. COMMENTS FROM THE PUBLIC

Minutes
There were no comments.

14. ADJOURNMENT

Minutes
The meeting adjourned at 9:12 p.m.

Respectfully submitted,

Lisa M. Kirby, Board Secretary