

OFFICIAL PROCEEDINGS
OF THE
BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
BOARD OF DIRECTORS

September 4, 2012

The regular meeting of the Board of Directors of the Brandywine Heights Area School District was called to order at 7:02 p.m. by President Rosemary Lamaestra.

Recording Secretary called the roll: Mr. Bollinger, M. Eyrich, Mr. Groff, Mr. Heffner, Mrs. Huhn, Mrs. MacMillan, Mr. Rothermel, Mr. Scheetz, Mrs. Lamaestra
Absent: None

Administration Present: Dr. Martin D. Handler, Superintendent of Schools; Mrs. Nancy Krauss, Business Manager/Board Secretary; Mr. Andrew Potteiger, Assistant to the Superintendent; Mrs. Mary Darrach, Director of Special Education, Mr. Michael Wetzal, Director of Buildings and Grounds; Dr. Kathy Johnson, Middle School Principal, Mr. Josh Ziatyk, Assistant High School Principal; Mrs. Lauren Zuidema, Elementary/Intermediate School Principal

Solicitor: John Stott, Esquire

Visitors: Gina Master, Kaye Sward, Lisa Hunter, Tracy Fandl

The meeting began with the pledge to the flag.

Mrs. Lamaestra announced the board held the following Executive Session:
Following the 8/27/12 Committee of the Whole Meeting – Personnel

BOARD OF DIRECTORS REPORT

A motion was made by Mr. Scheetz, seconded by Ms. Eyrich to accept the Board of Directors Report.

A. Approval of Minutes

To dispense with the reading and accept the minutes from the regular Board Meeting held August 6, 2012 as attached and marked Board A.

B. Approval of Committee Reports

To accept the committee reports and make them part of the minutes.

BCIU - Mrs. Huhn reported items from the August 16, 2012 meeting included: approval of various grant budgets; approval of transportation contracts with several county school districts; entered into an agreement with Central Susquehanna Intermediate Unit to provide services for the parents as teachers program and to design a data collection tool for kindergarten entry inventory reporting, approved leasing Dell computers. She also mentioned the BCIU is offering a free, online professional development and curriculum service through EduPlanet being to all county schools. The next meeting will be held September 20, 2012.

BCTC - Mr. Bollinger reported items from the August 22, 2012 meeting included: the first reading of an Admission of Students Policy; reviewed a corrective action plan for the 2009 and 2010 audit reports; approved the administrative staff listing, instructional staff listing and salary schedule; approved cafeteria prices for the 2012-2013 school year; and approved various transportation contracts. The next meeting will be held September 26, 2012 at the West Center

Berks EIT - Mrs. Lamaestra reported no meeting was held.

Council on Legislative Action - Mr. Heffner had nothing to report.

Facilities Committee - Mr. Scheetz reported no meeting was held.

Student Representatives –Zachary Miller and Adam Pritchard reported on the following activities:

- The opening of school went well and students are getting back in the swing of things.
- Clubs are up and running.
- Student council will be meeting Tuesday to plan for Homecoming which will be held the end of September.
- Picture day will be September 12, 2012.

Technology Report - Mr. John Frisch updated the board on the progress of the technology switch. A list of outstanding items will be compiled and prioritized by the administration. Mr. Frisch expects the outstanding items to be completed by the end of September. Concerns were expressed that instructional areas are not up and running as promised. Questions were also raised as to the number of HIG staff who will be onsite. Mr. Frisch explained that will be reviewed after everything is up and running, if one person can handle the issues, the contract will be revised to reflect a reduction in the cost. Dr. Handler commented the staff for their patience during the entire process.

Roll call was taken to approve the report.

Yeas: Mr. Bollinger, Ms. Eyrich, Mr. Groff, Mr. Heffner, Mrs. Huhn, Mrs. MacMillan, Mr. Rothermel, Mr. Scheetz, Mrs. Lamaestra

Nays: None

Motion Carried

BUDGET/FINANCE/PROPERTY/TRANSPORTATION REPORT

A motion was made by Mr. Scheetz, seconded by Mr. Rothermel to accept the Budget/Finance/Property/Transportation Report as submitted.

A. Approval of General Fund Bills

To approve general fund bills for the month of August totaling \$1,339,873.63 per attachment Budget A.

B. Approval of Food Service Fund Bills

To approve food service fund bills for the month of August totaling \$12,949.67 per attachment Budget B.

C. Acceptance of Financial Reports

To accept the following Financial Reports:

- a. General Fund - Revenue /Expenditure/Fund Balance - no report
- b. Food Service Fund - Revenue /Expenditure - no report
- c. Construction Fund - Revenue/Expenditure - no report
- d. General Fund Schedule of Outstanding Investments - Budget C.d.
- e. Construction Fund - Detailed Activity Report through September 4, 2012 - Budget C.e.
- f. Student Activity & Trust Fund at June 30, 2012 - to be distributed at 8/27/12 C.O.W.

D. Approval of Special Education Contracts for Services

To approve Special Education contracts for services for the 2012-13 school year as follows:

- a. BCIU – Special Education Services estimated cost \$40,331.00 - Budget D.a.
- b. Sweet, Stevens, Katz & Williams - special counsel for matters related to special education at the following rates:
 - Routine matters attorney rate \$140/hr.
 - Non-routine matters attorney rate \$185/hr.
- c. Approve an agreement with Ruth Scott Portonova of Berwyn, PA for Vision, Orientation and Mobility Services at a cost of \$100/hour – Budget D.c.

E. Approval of Renewing Dental Plan

To approve renewing United Concordia of Harrisburg, PA, as dental plan administrator for calendar year 2013 with no change in the fee of \$2.30 per employee per month.

F. Approval of Chinese Language Instruction Agreement

To approve the Service Level Agreement Chinese Language Instruction Agreement between the Brandywine Heights Area School District and the Berks County Intermediate Unit for the 2012-2013 school year in the amount of \$10,000 as attached and marked Budget F.

G. Approval of Independent Evaluation Services

To approve a contract with Dr. Lisa A Hain, PsyD, NCSP, ABSNP of Mohnton, PA, to provide Independent Evaluation Services at a cost of \$3,800.00 to include Neuropsychological evaluation, Report writing, review of records, classroom observation, teacher input and parent input and \$150.00 per hour for meetings.

Roll call was taken to approve the report.

Yeas: Mr. Bollinger, Ms. Eyrich, Mr. Groff, Mr. Heffner, Mrs. Huhn, Mrs. MacMillan, Mr. Rothermel, Mr. Scheetz, Mrs. Lamaestra

SUPERINTENDENT’S REPORT

A motion was made by Mr. Rothermel seconded by Mr. Bollinger to accept the Superintendent’s Report as submitted.

A. Approval of Curriculum

To approve the Secondary Language Arts Curriculum - English 11

B. Approval of New Kindergarten Class

To approve the creation of a sixth Kindergarten Class for the 2012-2013 school year.

C. Informational Reports

Elementary & Intermediate Schools - Mrs. Zuidema

Middle School - Dr. Johnson

High School - Mrs. Piperato – To be handed out at meeting.

Athletics – Mr. Kurzweg

Dr. Handler informed the Board the district is in full compliance with the Individuals with Disabilities Education Act (IDEA) and commended Mrs. Darrach, the special education and regular staff for their work.

Roll call was taken to approve the report.

Yeas: Mr. Groff, Mr. Heffner, Mrs. Huhn, Mrs. MacMillan, Mr. Rothermel, Mr. Scheetz, Mr. Bollinger, Ms. Eyrich, Mrs. Lamaestra

Nays: None

Motion Carried

PERSONNEL REPORT

A motion was made by Mr. Scheetz, seconded by Ms. Eyrich to accept the Personnel Report as submitted.

Mr. Heffner requested Item C.f. be voted on separately.

A. Resignations/Retirements/Terminations

a. To accept the resignation of Mrs. Jana Swoyer, Cook effective August 27, 2012 as attached and marked Personnel A.a.

b. To accept the resignation of Ms. Sheryl Henry, 1-1 Instructional Aide effective August 21, 2012 as attached and marked Personnel A.b.

B. Change of Status

a. Professional Staff

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Mrs. Lisa Turner	School Nurse	Kdg. Teacher	8/27/2012 retro.

b. Support Staff

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Rate</u>	<u>Effective</u>
Mrs. Kathy Deeter	1-1 Instr. Aide	3 rd Shift, MS Custodian	\$ 9.50/hr.	8/22/2012 repl.
Mrs. Carol Gieringer	7 hr. MS	7 hr. ES Cook		2012-2013 School Yr.
Mrs. Mary Arndt	6 hr. ES Cook	6 hr. HS Cook		2012-2013 School Yr.
Mrs. Barbara Nester	4 hr. ES Cook	4 hr. HS Cook		2012-2013 School Yr.
Mrs. Tina Levan	7.5 Hr. ES Cook	7.5 hr. MS Cook		2012-2013 School Yr.
Mrs. Nancy Heffner	1-1 Instr. Aide I	1-1 Instr. Aide HS		2012-2013 School Yr.
Mrs. Luann Bennecoff	1-1 Instr. Aide IS	1-1 Instr. Aide HS		2012-2013 School Yr.
Mrs. Serena Kohler	1-1 Instr. Aide ES	1-1 Instr. Aide IS		2012-2013 School Yr.
Mrs. Julie Rapp	5 hr. Virtual Academy Aide	6 hr. Virtual Academy Academy Aid		9/5/2012

C. Appointments

a. Support Staff – None

b. Professional – None

c. Long Term Substitute

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
Ms. Jill Branch	Title 1, Reading	B, Step 1	8/22/2012

d. Short Term Substitute - Professional

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
Ms. Megan Trupp	5 th Grade	\$125.00/day	8/22/2012 - 10/4/2012
Mr. Alex Harkins	HS Chem./Sci.	\$125.00/day	8/27/2012 - 9/25/2012

e. Co-Curricular Appointments - Salaries to be determined per contract settlement.

<u>Name</u>	<u>Position</u>	<u>Rate (Status quo)</u>
Ms. Wendy Pristash-Gonzalez	Department Head Business	\$1,408.00
Mr. James Beck	Department Head English	\$1,408.00
Mrs. Suzanne Oswald	Department Head Fine Arts	\$1,408.00
Mrs. Susan Thomas	Department Head Foreign Language	\$1,408.00
Mr. Frank Gallagher	Department Head Mathematics	\$1,408.00
Ms. Jessica Lipinski	Department Head Practical Arts	\$1,408.00
Dr. Kevin Dolan	Department Head Science	\$1,408.00
Ms. Lori Angstadt	Department Head Social Studies	\$1,408.00

f. Co-Curricular Athletic Appointments – To be handed out at meeting.

D. Approval of Substitute Lists as attached and marked Personnel D.

E. Leaves

a. To approve an unpaid leave for Mrs. Kellen Gault, Title I, Reading teacher for the 2012-2013 school year as attached and marked E.a.

F. Absence Without Pay – None

G. Other Personnel Items

a. To approve the managerial retirement incentive.

b. To approve Mrs. Heidi Porr as the mentor teacher for Mrs. Turner for the 2012-2013 school year.

Roll call was taken to approve all personal items except C.f.

Yeas: Mr. Heffner, Mrs. Huhn, Mrs. MacMillan, Mr. Rothermel, Mr. Scheetz, Mr. Bollinger, Ms. Eyrich,
Mr. Groff

Nays: None

Motion Carried

Roll call was taken to approve Item C.f.

Yeas: Mrs. Huhn, Mrs. MacMillan, Mr. Rothermel, Mr. Scheetz, Mr. Bollinger, Mr. Groff, Mrs. Lamaestra

Nays: Ms. Eyrich, Mr. Heffner

Motion Carried

OTHER BUSINESS

An update was given on the Point of Sale System by Mrs. Krauss. Time going through the paying line has improved, the administration is considering a longer lunch time for Kindergarten students. There has been some confusion regarding paying with cash or checks. A suggestion was made to post again, how the system works on the website. The board requested a report on free and reduced participation. Mr. Scheetz thanked Mrs. Krauss for all her work to get the system up and running.

Information was given to the Board regarding walking distances in the six developments which the district discontinued bus pickup. The farthest anyone walks is .7 of a mile. Other issues include requests for students to use separate buses, rather than one place for picking up and dropping off students.

Mrs. Huhn questioned why students attending the After School Program are being bussed. Mr. Potteiger explained the program is being held at the Lutheran Home and the lack of sidewalks there is a safety concern. There are busses that pass the home which have room to accommodate the children attending the program.

Appoint of Voting Delegate

The Pennsylvania School Boards Association is requesting a board member be elected to the Legislative Policy Council. The representative must attend a meeting in October. Mr. Scheetz volunteered to be a delegate.

A motion was made by Mr. Bollinger, seconded by Mr. Rothermel to nominate Mr. John Scheetz as the voting delegate to attend the PASA/PSBA State Leadership Conference on October 18th in Hershey, PA.

Roll call was taken:

Yeas: Mr. Bollinger, Ms. Eyrich, Mr. Groff, Mr. Heffner, Mrs. Huhn, Mrs. MacMillan, Mr. Rothermel,
Mr. Scheetz, Mrs. Lamaestra

Nays: None

Motion Carried

Mrs. Huhn inquired about the PSSA scores. Dr. Handler explained a detailed presentation will be presented at the September 24th Committee of the Whole Meeting. He did inform the district met AYP in all schools and all sub groups.

ADJOURNMENT

A motion was made by Mr. Scheetz, seconded by Mrs. Huhn to adjourn the meeting at 9:02 p.m.

Motion Carried