

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
COMMITTEE OF THE WHOLE AGENDA**

High School Library
January 7, 2013
6:00 p.m.

PRESENTATION – Middle School Online Textbooks – Dr. Kathy Johnson

DISCUSSION

- A. **School Police Officer**
- B. Capital Projects Update (status of construction fund)
- C. Technology Update (list of disposed technology equipment)
- D. 2013/2014 Budget Process
- E. Outsourcing Support Staff
- F. Safety Committee
- G. Policies
- H. Discussion of items for approval at the January 7, 2013 Board Meeting - see agenda below.

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**

High School Library
January 7, 2013
7:00 p.m.

CALL TO ORDER

PLEDGE OF ALLIGIANCE

ROLL CALL

I. BOARD OF DIRECTORS REPORT

- A. To dispense with the reading and accept the minutes from the Reorganization and Regular Board Meeting held December 3, 2012 as attached and marked Board A.
- B. To approve the SECOND reading of the revised policies as attached and marked Board B.a-i.:
 - a. 217 Pupils/Graduation Requirements
 - b. 218 Pupils/Student Discipline
 - c. 218.1 Pupils/Weapons
 - d. 222 Pupils/Students/Tobacco Use
 - e. 226 Pupils/Students/Searches
 - f. 227 Pupils/Controlled Substances/Paraphernalia
 - g. 314 Employees/Physical Examination
 - h. 323 Employees/Tobacco Use
 - i. 610 Finances/Purchases Subject to Bid/Quotation
- C. To approve the FIRST reading of the revised policies as attached and marked Board C.a.-g.:
 - a. 011 Local Board Procedures/Board Governance Standards/Code of Conduct
 - b. 203 Pupils/ Immunizations and Communicable Diseases
 - c. 248 Pupils/Unlawful Harassment
 - d. 305 Employees/Employment of Substitutes (NEW)
 - e. 307 Employees/Student Teachers/Interns (NEW)
 - f. 317 Administrative Employees/Conduct/Disciplinary Procedures
 - g. 348 Administrative Employees/Unlawful Harassment
 - h. 705 Property/Safety
 - i. 818 Operations/Contracted Services

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

Committee Reports:

BCIU - Mrs. Huhn

BCTC - Mr. Bollinger

Berks EIT/Berks TCC - Mrs. Lamaestra

Council on Legislative Action - Mr. Heffner

Student Representatives – Adam Pritchard, Zachary Miller

II. BUDGET/FINANCE/PROPERTY/TRANSPORTATION

- A. To approve general fund bills for the month of November totaling \$1,978,216.63 per attachment Budget A.
- B. To approve food service fund bills for the month of November totaling \$35,071.21 per attachment Budget B.
- C. To accept the following Financial Reports for November 30, 2012, unless otherwise noted:
- a. General Fund - Revenue /Expenditure/Fund Balance – Budget C.a.
 - b. Food Service Fund - Revenue /Expenditure – Budget C.b.
 - c. Construction Fund - Revenue/Expenditure – Budget C.c.
 - d. General Fund Schedule of Outstanding Investments - Budget C.d.
 - e. Construction Fund - Detailed Activity Report through January 7, 2013 - Budget C.e.
 - f. Student Activity & Trust Fund – Budget C.f.
 - g. Athletic Program Report – Budget C.g.
- D. To approve the 2013/2014 Budget resolution authorizing the adoption of a 2013-14 Preliminary Budget at the February 4, 2013 Board Meeting, the intent to seek referendum exceptions from the PA Department Education, and the option to seek budget approval through voter referendum if necessary.
- E. To approve the purchase and installation of a Sawstop ICS53230 10” Cabinet Saw from Hermance Machine Company of Williamsport, PA, at a cost of \$4,834.00 as detailed in Budget E. Funding - capital project fund.
- F. To approve the Berks County Joint Purchasing Board 2013-14 Bid Awards for Fuels and Natural Gas as detailed in Budget F.
- G. To approve the Certificate of Substantial Completion for the Elementary Project General Construction Contract: Perrotto, of Reading, PA - Budget G.
- H. To authorize the Business Manager to seek proposals for the following services for 2013-2014:
- a. MS Tennis Court Repairs and Surface Repainting
 - b. MS Lighting Fixture Replacement
 - c. District Wide Concrete Work
 - d. District Wide Macadam Work
 - e. Elementary Additional Card Access Entrance
 - f. District Wide Security Cameras
 - g. Special Education Office Carpet Replacement

III. SUPERINTENDENT'S REPORT

- A. To approve the 2013-14 District Calendar as attached and marked Superintendent A.
- B. To approve the establishment of a voluntary sick bank for a staff member as attached and marked Superintendent B.
- C. To approve the 2013-14 High School Program of Studies per the summary of changes attached and marked Superintendent C.

Informational Reports

Elementary & Intermediate Schools - Mrs. Zuidema
 Middle School - Dr. Johnson
 High School - Mrs. Piperato
 Athletic Report – Mr. Kurzweg
 Enrollment Report

IV. PERSONNEL REPORT

- A. Resignations/Retirements/Terminations
 - a. To accept the resignation of Mr. Ross McGovern, Food Service Director, effective December 6, 2012 as attached and marked Personnel A.a.
 - b. To accept the resignation of Mr. James Malley, High School Social Studies Teacher, effective January 2, 2013 as attached and marked Personnel A.b.

B. Change of Status

- a. Professional Staff

b. Support Staff

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Rate</u>	<u>Effective</u>
Mrs. Tina Beach	Recess/Café Aide 4/hr	1-1 Instr. Aide, ES	\$10.15/6 hr	12/17/2012
CORRECTION				
Mrs. Gabrielle Repko	1-1 Instr. Aide, IS	1-1 Instr. Aide, MS	\$9.50/6 hr	10/15/2012

C. Appointments

- a. Professional Staff

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
Shannon Burghardt	HS Social Studies (Malley)	M, Step 1	1/2/2013

b. Support Staff

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
Ms. Paige Kowoleski	Recess/Café Aide	\$9.50/4 hr	12/17/2012
Ms. Joyce Mackerley	1-1 Instr. Aide, IS	\$9.50/6hr	12/10/2012
Ms. Kelly Helfrich	1-1 Instr. Aide, IS	\$9.50/6hr	12/10/2012
Ms. Rebeka Schaeffer	1-1 Instr. Aide, MS	\$9.50/6hr	01/02/2013
TBA	Accounts Payable Secretary	TBA	TBA

c. Long Term Substitute – Professional

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
Mrs. Andrea Meyers	HS Chem./Science (Babb)	B, Step 1	1/17/2013

d. Short Term Substitute – Professional

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
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Ms. Lynn Swire ES Learning Sup (Dreisbach) \$125/day 11/9/2012

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

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Jaime High	Indoor Majorette	\$1,037.00

- f. Additional Co-Curricular Athletic Appointments – Salaries to be determined per contract settlement.

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Ms. Sarah Sepkowski	Winter MS Cheerleading Head Coach	\$ 697.50
Ms. Karly Repko	Winter MS Cheerleading Asst. Coach	\$ 300.00

D. Approval of additions to the Substitute Lists

- a. Professional Substitute

Ms. Vanessa Campos, Elementary Education (Pre-K – 6)

Ms. Jenna Hepner, English (7-9) Math (7-9), Science (7-9), Social Studies (7-12)

Ms. Margaret McKenna, School Nurse (RN)

- b. Support Staff Substitute

Mrs. Debbie Steffy

E. Leaves

F. Absence Without Pay

G. Other Personnel Items

- a. To approve a stipend of \$850 for Mr. Joseph Brown, ESL Specialist, for services provided during the 2012-13 school year.

V. OTHER BUSINESS