

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

High School Library

March 4, 2013

7:00 p.m.

CALL TO ORDER

PLEDGE OF ALLIGIANCE

ROLL CALL

PRESENTATION – Brandywine Heights Virtual Academy – Mrs. Carolyn Hanych, BHVA Director

I. BOARD OF DIRECTORS REPORT

- A. To dispense with the reading and accept the minutes from the Regular Board Meeting held February 4, 2013 as attached and marked Board A.

- B. To approve the 2013-2014 Berks County Intermediate Unit Mandated Services Budget in the amount of \$1,729,814.00 of which \$23,249.56 is Brandywine Heights' share (distributed at the February 4, 2013 meeting).

- C. To authorize the administration to prepare a proposal to seek outsourcing of paraprofessional services in the Brandywine Heights Area School District.**

- 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

Policy Committee – Mr. Groff

Strategic Planning/Goals – Mrs. Huhn

Student Representatives – Adam Pritchard, Zachary Miller

II. BUDGET/FINANCE/PROPERTY/TRANSPORTATION

- A. To approve general fund bills for the month of February totaling \$3,689,434.09 per attachment Budget A.

- B. To approve food service fund bills for the month of February totaling \$34,059.58 per attachment Budget B.

- C. To accept the following Financial Reports for January 31, 2013, unless otherwise noted: **REPORTS NOT YET AVAILABLE**
 - 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 March 4, 2013 - Budget C.e.
 - f. Student Activity & Trust Fund – Budget C.f.

- D. To authorize the business manager to bid Athletic Supplies/Equipment for the 2013-14 school year.
- E. To authorize participation in the National Insurance Services 2013 Life Insurance Consortium and 2013 Disability Insurance Consortium as detailed in Budget E.
- F. To approve the Service Level Agreement with Berks County Intermediate Unit for Tax Services as detailed in Budget F.
- G. To approve the purchase and installation of upgrades to the Genetec Security Management System at the Elementary, Intermediate/Middle, and High School from Communication Systems, Inc. (CSI), Allentown, PA, at a cost of \$17,408.00 as detailed in Budget G. Funding - capital project fund.
- H. To approve the purchase and installation of additional cameras and monitors to the Elementary School security system from Protect Alarms of Allentown, PA, at a cost of \$5,500.00 as detailed in Budget H. Funding - capital project fund.
- I. To approve preventative maintenance to bleachers in the Intermediate/Middle and High School gymnasiums from Modernfold of Topton, PA, at a cost of \$7,990.00 (\$3,995.00 each building) as detailed in Budget I.
- J. To approve the proposal from Miller Flooring Company, Inc. of West Chester, PA, to perform maintenance, cleaning and refinishing the Intermediate/Middle School gymnasium floor at a cost of \$3,855.00 as detailed in Budget J.
- K. To approve a contract with LTL Consultants, Ltd. of Oley, PA, to provide design, bid specifications, and engineering services at a cost of \$23,500.00 and construction supervision and inspection services at a cost of \$11,800.00 for the macadam replacement project at the Intermediate/Middle School as detailed in Budget K. Total cost: \$35,300.00.**

III. SUPERINTENDENT'S REPORT

Informational Reports

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

IV. PERSONNEL REPORT

- A. Resignations/Retirements/Terminations
 - a. Accept the resignation of Mrs. Kaye Sward, Payroll/**Benefits Manager**, effective June 12, 2013 as attached and marked Personnel A.a.
 - b. Accept the resignation of Mr. James Beck, High School English Teacher, as English Department Chair effective February 1, 2013 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. Colleen Dreisbach | ES K-1 Learn. Support | MS 6 th Learn. Support | 2/18/2013 |
 - b. Support Staff - None

C. Appointments

| | <u>Name</u> | <u>Position</u> | <u>Rate</u> | <u>Effective</u> |
|-----------|---|---------------------------------|-----------------------------------|------------------|
| a. | Professional Staff | | | |
| | Mrs. Janelle Moser | ES Learning Support | B, Step 1 | 2/18/2013 |
| | Mrs. Denise Mellon | Speech/Lang. Therapist | M, Step 13 | 4/2/2013 |
| b. | Support Staff | | | |
| | Ms. Sarah E. Giannotti | Payroll/Benefits Manager | \$19.50/8 hr | 3/20/2013 |
| c. | Long Term Substitute – Professional CORRECTION | | | |
| | Ms. Rikki Savidge | Kindergarten (Keller) | B, Step 1 B+24, Step 1 | 12/10/2012 |
| d. | Short Term Substitute – Professional | | | |
| | Mr. Ronald Flicker | HS Math (Small) | \$125/day | 2/11/2013 |
| e. | Additional Co-Curricular Appointments – Salaries to be determined per contract settlement. | | | |
| | Mrs. Kirsten Paxson | English Department Chair | \$1408 prorated | |
| f. | Additional Co-Curricular Athletic Appointments – Salaries to be determined per contract settlement. Attached and marked Personnel C.f. | | | |

D. Approval of additions to the Substitute Lists

- a. Professional Substitutes
Ms. Rachel Belletiere, 7-12 English
Ms. Nancy Brooks, Guest Teacher, K-12
Ms. Lisa Cronk, Guest Teacher, 7-12 Mathematics
Mr. Jason Fink, K-12 Physical Education
Ms. Joell Koller, K-6 Elementary
- b. Support Staff Substitutes - None

E. Leaves

- a. To approve an uncompensated medical extended leave of absence for Mrs. Jennifer Baker, 8th grade English Teacher, from 12:01 pm February 8, 2013 through the end of the 2012-13 school year as attached and marked Personnel E.a.
- b. To approve a medical leave of absence for Mr. Lawrence Rossi, 5th Grade Teacher, through 12:00 pm on March 11, 2013; and deny a medical leave request for Mr. Lawrence Rossi, 5th Grade Teacher, from 12:01 pm March 11, 2013 through June 17, 2013 as attached and marked Personnel E.b.

F. Absence Without Pay - None

G. Other Personnel Items

To approve the following teachers to serve as mentors to new teachers, for a prorated stipend of \$650 for the balance of the 2012-13 school year.

| <u>Mentor</u> | <u>New Teacher</u> |
|--|--|
| Ms. Lori Angstadt, HS Soc. St. | Mrs. Shannon Burghardt, HS Social Studies (repl. Malley) Kenneth Stanley, STS HS Soc. St. (Burghardt) |
| Dr. Kevin Dolan, HS Science | Mrs. Andrea Meyers, LTS HS Science (Babb) |
| Mrs. Brenda Hovis, ES Learning Sup. | Ms. Janelle Moser, ES Learning Sup. (reassign. Dreisbach) |
| Mrs. Susan Trupp, IS 5th Grade | Ms. Megan Trupp, LTS IS 5th grade (Rossi) |

V. OTHER BUSINESS