

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

High School Library
April 29, 2013
6:00 p.m.

DISCUSSION

- A. Capital Projects Update
- B. 2013/2014 Budget Process
- C. Outsourcing Paraprofessionals
- D. Discussion of items for approval at the April 29, 2013 Special Board Meeting (agenda attached) and May 6, 2013 Regular Board Meeting (agenda below).

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

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

CALL TO ORDER

PLEDGE OF ALLIGIANCE

ROLL CALL

ACKNOWLEDGE and recognize Mr. Peter Renda for his success on the Brandywine Heights High School Wrestling team and for winning the 2013 PIAA AA 170 lb. State Championship.

I. BOARD OF DIRECTORS REPORT

- A. To dispense with the reading and accept the minutes from the Regular Board Meeting held April 8, 2013 as attached and marked Board A.
- B. To approve the FIRST reading of the revised policy #214 Class Rank as attached and marked Board B.

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 April totaling \$1,718,813.05 per attachment Budget A.
- B. To approve food service fund bills for the month of April totaling \$23,105.36 per attachment Budget B.

- C. To accept the following Financial Reports through March 31, 2013, unless otherwise noted:
 - a. General Fund - Revenue /Expenditure/Fund Balance – Budget C.a. - Not Available
 - b. Food Service Fund - Revenue /Expenditure – Budget C.b. – Not Available
 - c. Construction Fund - Revenue/Expenditure – Budget C.c. – Not Available
 - d. General Fund Schedule of Outstanding Investments - Budget C.d.
 - e. Construction Fund - Detailed Activity Report through May 6, 2013 - Budget C.e. – Not Available
 - f. Student Activity & Trust Fund – Budget C.f.
- D. To designate The National Penn Bank, Pennsylvania School District Liquid Asset Fund, Valley Green Bank, and Wilmington Savings Fund Society Bank of Delaware as 2013-14 depositories for district funds.
- E. To designate CBIZ Benefits & Insurance Services of PA as the 2013-14 insurance broker of record.
- F. To contract Gorman & Associates, P.C. of Northampton, PA, to audit the general purpose financial statements and perform the audit required by the Single Audit Act of 1996 for the year ending June 30, 2012 for a base fee of \$17,000, Single Audit Fee of \$2,000 and hourly rate of \$72.00 for additional services per attachment marked Budget F. No change in rates from 2012-13.
- G. To appoint John M. Stott of Brumbach, Mancuso & Fegley P.C. as the 2012-13 BHASD solicitor for a retainer of \$8,500 and hourly fee of \$125.00 for negotiations, hearings and other special assignments. No change in rates from 2012-13.
- H. To contract Dellicker Strategies of Kutztown, PA, to perform an evaluation of and provide recommendations for a Blended Learning Environment at Brandywine Height Area School District as detailed in Budget H at a cost of \$30,000. Funding would be \$25,000 through a Title IIB grant and \$5,000 in local matching funds.
- I. To contract with Evans Mechanical, Inc. of Wyomissing Hills, PA, for the installation of one Webster fuel burner at the Elementary School as detailed in Budget I at a cost of \$10,380.00.

| Company | Price | Award |
|-----------------------------|--------------|--------------|
| Blanski, Inc | \$ 10,465.00 | |
| Evans Mechanical, Inc | \$ 10,380.00 | X |
| Landis Mechanical Group Inc | \$ 10,934.00 | |

- J. To contract with Bertolet Construction Corp. of Wernersville, PA, for concrete sidewalk repairs at the Elementary School and High School as detailed in Budget J at a cost of \$7,305.00.

| Company | Price | Award |
|----------------------------|--------------|--------------|
| Bertolet Construction Corp | \$ 7,305.00 | X |
| Pennaco Excavating Inc | \$ 9,989.00 | |
| Stanley Bauman GC | \$ 10,950.00 | |

- K. To contract with Martin’s Flooring, Inc. of Lancaster, PA, for the purchase and installation of carpet for the Special Education Offices as detailed in Budget K at a cost of \$10,925.71 per PA State Contract #400003245.
- L. To contract with ThyssenKrupp Elevator Corp of Allentown, PA, to replace 3 electronic door edges on elevators at the Elementary and Intermediate/Middle Schools as detailed in Budget L at a cost of \$4,800.00.
- M. To approve the 2012-2013 Maintenance Contracts per attachment marked Budget M. a-f:
 - a. District-wide Alarm Monitoring and Elementary School Entry System and Cameras: Protect Alarms Service Contract, Allentown, PA \$3,937

- b. Annual Boiler Maintenance: Evans Mechanical, Inc., Wyomissing Hills, PA \$2,185
- c. Fire Extinguisher and Hood Inspection and Service: Falcon Fire & Safety Co., Downingtown, PA \$1,477, plus hydro/recharge costs
- d. Shop Specialties Incorporated Machinery Maintenance of Nazareth, PA, covering the High School general shop: \$1,480 plus any parts which may be required.
- e. Generators: Reading Electric of Reading, PA, at a total annual cost of \$1,550.00
- f. High School Dust Collector Fire Suppression System: SSI Fire & Explosion Protection of Pennsburg, PA, at a total annual cost of \$560.00.
- g. Comprehensive Service Agreement and Preventative Maintenance Agreements: Communication Systems, Inc. (CSI) , Allentown, PA \$8,723.00 as itemized below:
 - Comprehensive Service Agreement High School telephone and master clock systems \$4,839.00
 - Preventative Maintenance Agreement High School auxiliary sound systems and TV distribution \$884.00
 - Preventative Maintenance Agreement High School CCTV security and district wide card access systems \$2,240.00
 - Preventative Maintenance Agreement Intermediate/Middle School CCTV security and access control systems \$1,734.00
 - Comprehensive Service Agreement Elementary School phone system \$1,900.00.

N. To approve the 2013-2014 School Breakfast and Lunch Prices as follows:

| Full Price Meal | 2013-2014 Price | 2012-2013 Price |
|--------------------------|------------------------|------------------------|
| Student Breakfast | | |
| Elementary School | \$1.75 | \$1.60 |
| Intermediate School | \$1.75 | \$1.60 |
| Middle School | \$2.00 | \$1.60 |
| High School | \$2.00 | \$1.60 |
| | | |
| Adult Breakfast | \$3.00 | \$2.75 |
| | | |
| Student Lunch | | |
| Elementary School | \$2.50 | \$2.35 |
| Intermediate School | \$2.50 | \$2.60 |
| Middle School | \$2.75 | \$2.60 |
| High School | \$2.75 | \$2.60 |
| | | |
| Adult Lunch | \$4.50 | \$4.50 |

III. SUPERINTENDENT'S REPORT

- A. Approve the Differentiated Supervision Plan as attached and marked Superintendent A.
- B. Approve written curricula for German I, II, III and IV as attached and marked Superintendent B (curricula documents will be presented at the meeting).
- C. Adopt the following textbooks to support the German World Language Curricula as attached and marked Superintendent B (student text samples will be presented at the meeting).
 - a. Portfolio Deutsch, Level 1 ©2010, Lagenscheidt, ISBN 9873468966019 as the German I textbook.

- b. Portfolio Deutsch, Level 2 ©2010, Lagenscheidt, ISBN 9873468966118 as the German II textbook.
- c. Portfolio Deutsch, Level 3 ©2012, Lagenscheidt, ISBN 9873468966217 as the German III textbook.
- d. Portfolio Deutsch, Level 4 ©2012, Lagenscheidt, ISBN 9783126063579 as the German IV textbook.

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 Dr. Martin D. Handler, Superintendent of Schools, effective June 30, 2013 as attached and marked Personnel A.a.
- b. Accept the resignation of Ms. Alicia Hall, Middle School Instructional Aide, effective April 26, 2013 as attached and marked Personnel A.b.
- c. Accept the resignation of Ms. Joyce Mackerly, Intermediate School Instructional Aide, effective April 26, 2013 as attached and marked Personnel A.c.
- d. Terminate the employment of Mr. Lawrence Rossi, 5th Grade Teacher, effective April 24, 2013.

A. Change of Status

- a. Professional Staff – None

b. Support Staff

| <u>Name</u> | <u>From</u> | <u>To</u> | <u>Rate</u> | <u>Effective</u> |
|-------------------|----------------|---------------------------------|-------------|------------------|
| Mr. Neil Yuran | Substitute | 2 nd Shift Part Time | \$9.50/4hr | 5/7/2013 |
| | Custodian | Custodian, MS | | |
| Ms. Donna Hertzog | 6 hr Part Time | 7 hr Full Time | \$11.42/7hr | 4/16/2013 |
| | Instr Aide, ES | Instr. Aide, ES | | |

B. Appointments

- a. Professional Staff – None

b. Support Staff

| <u>Name</u> | <u>Position</u> | <u>Rate</u> | <u>Effective</u> |
|--------------------|-----------------------------------------------|-------------|------------------------|
| Mr. Donald Wentzel | 3 rd Shift Full Time Custodian, HS | \$9.50/8hr | TBA pending clearances |

- c. Long Term Substitute – Professional – None

d. Short Term Substitute – Professional

| <u>Name</u> | <u>Position</u> | <u>Rate</u> | <u>Effective</u> |
|-----------------|-------------------------------------------|-------------|------------------|
| Mrs. Beth Siano | 6 th Learning Support (Sheetz) | \$125/day | 4/22 - 6/6/2013 |

- e. Additional Co-Curricular Appointments – Salaries to be determined per contract settlement. – None

- f. Additional Co-Curricular Athletic Appointments – Salaries to be determined per contract settlement. – None

C. Approval of additions to the Substitute Lists

- a. Professional Substitutes – None
- b. Support Staff Substitutes – None

D. Leaves

- a. Approve the request for a medical sabbatical leave of absence for Mrs. Shannon Sanders, High School Learning Support Teacher, for the first semester of the 2013-14 school year as attached and marked Personnel E.a.
- b. To approve the revised request for a maternity leave of absence for Mrs. Melanie Sheetz, Middle School Learning Support Teacher, from April 22, 2013 through the end of the 2012-13 school year as attached and marked Personnel E.b.

E. Absence Without Pay – None

F. Other Personnel Items

- a. Approve Mrs. Stephanie Kelly, Elementary Teacher, as a Home Bound Instructor for the 2012-13 school year.

V. OTHER BUSINESS

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
BOARD OF DIRECTORS
SPECIAL MEETING AGENDA**

High School Library

April 29, 2013

7:00 p.m.

CALL TO ORDER

PLEDGE OF ALLIGIANCE

ROLL CALL

I. 2013-14 PROPOSED FINAL BUDGET ADOPTION

- A. To approve the proposed 2013-14 general fund budget PDE #2028 totaling \$29,779,488 reflecting a 3.4% real estate tax increase of 1.05 mills (from 31.25 mills 2012-13 to 32.3 mills 2013-14) per attachment Budget A (PDE-2028 to be distributed at the meeting).

Note: The proposed 2013-14 budget is scheduled for final adoption on June 3, 2013 at 7:00 pm. The 2013-14 General Fund Budget will be available for inspection on Tuesday, April 30, 2013 in the business office and on the District's website www.bhasd.org. Call (610) 682-5141 or email nankra@bhasd.org with questions.