

**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.

**ACKNOWLEDGE** and recognize **Mr. Zachary Miller**, High School senior for winning first place at the Regional and District Finals in the Rotary 4-Way Test Speech Contest.

**PRESENTATION – Food Service Management Progress Report – Barbara Nissell, SOS Group, Inc.**

**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.**
- C. To dispense with the reading and accept the minutes from the Special Board Meeting held April 29, 2013 as attached and marked Board C.**

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.
  - 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 May 6, 2013 - Budget C.e.
  - 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, **2013** 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 **2013-14** 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.

<b>Company</b>	<b>Price</b>	<b>Award</b>
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.

<b>Company</b>	<b>Price</b>	<b>Award</b>
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 **2013-2014** 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 **\$11,597.00** 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:

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

- O. To award the contract for macadam repairs/replacement at the Intermediate/Middle School as detailed in Budget O to \_\_\_\_\_ of \_\_\_\_\_ at a cost of \$ \_\_\_\_\_. Bid opening Monday, May 6 at 1:05 PM. Information will be provided at the meeting.
- P. To authorize participation in The Cooperative Purchasing Network a purchasing program created for the benefit of governmental entities including public school districts as described in Budget P.

**Note: The 2013/2014 Proposed Final Budget was approved by the School Board on April 29, 2013. It is available for review on the school district website ([www.bhasd.org](http://www.bhasd.org)) and in the Business Office. A 2013/2014 Budget Work Session is tentatively scheduled for Monday, May 13, 2013 at 6:00 PM in the High School Library. This will be the final work session before final adoption of the 2013/2014 Budget on June 3, 2013 at 7:00 PM in the High School Library during the Regular Board meeting.**

### 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 at a cost of \$13,604.35, as allocated in the 2012-13 Curriculum & Instruction budget. Board Information Sheet is 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, 5<sup>th</sup> Grade Teacher, effective April 24, 2013.

B. 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 Custodian	2 <sup>nd</sup> Shift Part Time Custodian, MS	\$9.50/4hr	5/7/2013
Ms. Donna Hertzog	6 hr Part Time Instr Aide, ES	7 hr Full Time Instr. Aide, ES	\$11.42/7hr	4/16/2013

C. Appointments

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

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

- c. Long Term Substitute – Professional – None
- d. Short Term Substitute – Professional
  - Mrs. Beth Siano      6<sup>th</sup> 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

- D. Approval of additions to the Substitute Lists
  - a. **Professional Substitutes**  
**Mr. Franck Pluviose, Guest Teacher, 7-12 Mathematics and Chemistry**
  - b. Support Staff Substitutes – None
- E. 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.
- F. Absence Without Pay – None
- G. Other Personnel Items
  - a. Approve Mrs. Stephanie Kelly, Elementary Teacher, as a Home Bound Instructor for the 2012-13 school year.
  - b. **To approve the intent to contract with \_\_\_\_\_ of \_\_\_\_\_, \_\_, for Para-professional Services for a three year period beginning July 1, 2013 through June 30, 2016 at a total three year cost of \$ \_\_\_\_\_ per their Para-Professional Services proposal dated \_\_\_\_\_, 2013.**

## V. OTHER BUSINESS