

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
High School Library
September 9, 2013
6:00 p.m.**

CALL TO ORDER

PLEDGE OF ALLIGIANCE

ROLL CALL

___Mr. Bollinger ___Ms. Eyrich ___Mr. Groff ___Mr. Heffner ___Mrs. Huhn
___Mrs. Lamaestra ___Mrs. MacMillan ___Mr. Rothermel ___Mr. Scheetz

ACKNOWLEDGEMENTS

To acknowledge the retirement of the following Brandywine Heights Area School District employees:

Mrs. LuAnn Bennecoff	Paraprofessional	30 years of dedicated service
Mrs. Kathy Hassler	Business Office Secretary	26 years of dedicated service
Mrs. Nancy Heffner	Paraprofessional	23 years of dedicated service
Mr. Larry Kern	Custodian	10 years of dedicated service
Mr. Dennis Ward	Maintenance Mechanic	25 years of dedicated service

PRESENTATIONS/UPDATES

I. BOARD OF DIRECTORS REPORT

*A motion to approve the items under the Board of Directors Report made by _____,
and seconded by _____.*

Administration presentation of items for consideration under the Board of Directors Report.

- A. To dispense with the reading and accept the minutes from the Regular Board Meeting held August 5, 2013 as attached and marked Board A.
- B. Approve a Resolution of the Brandywine Heights Area School District Board of School Directors in support of the Property Tax Independence Act as attached and marked Board B.
- C. Approve the second reading of the following policies as attached and marked Board C.1.-C.6.:
 - 1. Policy 006.2 Attendance at Meetings via Electronic Communications
 - 2. Policy 218 Student Discipline
 - 3. Policy 339 Uncompensated Leave, Administrative Employees (revised)
 - 4. Policy 439 Uncompensated Leave, Professional Employees (revised)
 - 5. Policy 539 Uncompensated Leave, Classified Employees (revised)
 - 6. Policy 815 Technology Acceptable Use Policy (revised)
- D. 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

Board Discussion

Public Comment

Roll Call

___ Mr. Bollinger ___ Ms. Eyrich ___ Mr. Groff ___ Mr. Heffner ___ Mrs. Huhn
___ Mrs. Lamaestra ___ Mrs. MacMillan ___ Mr. Rothermel ___ Mr. Scheetz

II. BUDGET/FINANCE/PROPERTY/TRANSPORTATION

A motion to approve the items under the Budget/ Finance/ Property/ Transportation Report made by _____, and seconded by _____.

Administration presentation of items for consideration under the Budget/ Finance/ Property/ Transportation Report.

- A. To approve general fund bills for the month of August totaling \$3,228,868.17 per attachment Budget A.
- B. To approve food service fund bills for the month of August totaling \$13,211.98 per attachment Budget B.
- C. To accept the following Financial Reports through July 31, 2013, unless otherwise noted:
 - 1. General Fund - Revenue /Expenditure/Fund Balance – no report
 - 2. Food Service Fund - Revenue /Expenditure – no report
 - 3. Construction Fund - Revenue/Expenditure – no report
 - 4. General Fund Schedule of Outstanding Investments - Budget C.4.
 - 5. Student Activity & Trust Fund – Budget C.5.
- D. To approve an Enrollment Agreement with Valley Forge Educational Services of Paoli, PA, to provide special education services through the Vanguard School for one student at an annual tuition rate of \$47,000.00, Budget D.
- E. To approve Tuition Agreements with Hogan Learning Academy of Fleetwood, PA, to provide special education services for two students at a cost of \$350 per day per student, Budget E.
- F. To approve a two-year license agreement with Transfinder of Schenectady, NY, for RoutefinderPro Transportation Management System at a total cost of \$15,495.00 (\$7,748.50 2013/14, \$7,748.50 2014/15) and an annual support/maintenance fee each year thereafter of \$3,000.00, as detailed in Budget F.
- G. To approve a contract with KRE Security/Investigations, Inc. of Hamburg, PA, to provide security services at athletic events as detailed in Budget G.
- H. To approve Audiological Service of Harrisburg, PA, to provide annual calibration of the district’s three audiometers at a cost of \$48.50 per meter.

Board Discussion

Public Comment

Roll Call

___ Mr. Bollinger ___ Ms. Eyrich ___ Mr. Groff ___ Mr. Heffner ___ Mrs. Huhn
___ Mrs. Lamaestra ___ Mrs. MacMillan ___ Mr. Rothermel ___ Mr. Scheetz

II. SUPERINTENDENT’S REPORT

A motion to approve the items under the Superintendent’s Report made by _____, and seconded by _____.

Administration presentation of items for approval under the Superintendent’s Report.

- A. Approve the 2013-14 Dual Enrollment Agreement between Reading Area Community College (RACC) and Brandywine Heights Area School District as attached and marked Superintendent A.
- B. Approve the 2013-14 Dual Enrollment Agreement between Lehigh Carbon Community College (LCCC) and Brandywine Heights Area School District as attached and marked Superintendent B.
- C. Approve the 2013-14 Service Level Agreement for Chinese Language Instruction between Berks County Intermediate Unit and Brandywine Heights Area School District as attached and marked Superintendent C.
- D. Authorize the administration to develop and implement an agreement for districts to utilize services from the Brandywine Heights Virtual Academy as attached and marked Superintendent D.
- E. Authorize a Resolution for Mr. Andrew Potteiger, Superintendent, to use an electronic signature to sign contracts, execute agreements, grants and/or licenses with the Pennsylvania Department of Education as attached and marked Superintendent E.
- F. Accept the following Informational Reports and make them part of the minutes.

Informational Reports

2013-14 Enrollment Report (to be distributed at the meeting)
Technology Report – Mr. Thomas Voelker (to be distributed at the meeting)

Board Discussion

Public Comment

Roll Call

___ Mr. Bollinger ___ Ms. Eyrich ___ Mr. Groff ___ Mr. Heffner ___ Mrs. Huhn
___ Mrs. Lamaestra ___ Mrs. MacMillan ___ Mr. Rothermel ___ Mr. Scheetz

III. PERSONNEL REPORT

A motion to approve the items under the Personnel Report made by _____, and seconded by _____.

Administration presentation of items for approval under the Personnel Report.

A. Resignations/Retirements/Terminations

1. Accept the resignation of Michelle Warneke, High School Cafeteria Worker, effective August 21, 2013 as attached and marked Personnel A.1.

B. Change of Status

1. Professional Staff

- a. Approve the change of status of Mr. Thomas Voelker from Elementary/Intermediate Assistant Principal to Director of Curriculum, Instruction & Technology for a salary of \$92,500 effective August 19, 2013.

2. Support Staff

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Ms. Shelly Adam	PT HS Caf� 4 hr	PT HS Caf� 5 hr	9/10/13

C. Appointments

1. Professional Staff

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
Ms. Mila Hendrickson	School Psychologist	M+12, Step 10	9/10/13
Miss Megan Trupp	2 nd Grade Teacher	B, Step 1	8/21/13

pending clearances

2. Support Staff

Ms. Melissa Moyer	PT HS Cook/Caf� Worker	\$9.50/4hr	8/26/13
Mrs. Gina Master	PT HS Cook/Caf� Worker	\$9.50/4hr	8/26/13
Ms. Becky Jachimowicz	PT HS Cook/Caf� Worker	\$9.50/4hr	9/3/13
Mr. Jose Rodriguez	FT ES 2 nd Shift Custodian	\$9.50/8hr	pending clearances
TBA	PT LPN Van Aide	\$15.00/5¼hr	9/3/13

3. Long Term Substitute – Professional

Ms. Amie Benfield	LTS ES 3 rd Grade (Repko)	B, Step 1	8/21/13-1/16/14
Mrs. Rikki Savidge	LTS ES 1 st Grade (Fluharty)	B+24, Step 1	9/30/13-1/2/14
Ms. Kathryn Small	LTS MS 8 th English (Baker)	B, Step 1	8/21/13-6/5/2014

4. Short Term Substitute – Professional

Ms. Noreen Cosgrove	ES STS Spec Ed (Moser)	\$125/day	8/26/13-9/30/2013
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5. Co-Curricular Appointments as attached and marked Personnel C.5. – Salaries to be determined per contract settlement.

6. Co-Curricular Athletic Appointments as attached and marked Personnel C.6. – Salaries to be determined per contract settlement.

D. Approval of additions to the Substitute Lists

1. Professional Substitutes for 2013-14:

- Ms. Amanda Albright, K-6 Elementary
- Ms. Rebekah Aston, 7-12 Mathematics
- Ms. Maria Avila, K-6 Elementary
- Ms. Taryn Bauer, K-6 Elementary
- Ms. Meghan Dwyer, Middle Level English
- Ms. Caitlyn Hinkle, PK-4 Early Childhood
- Ms. Katie Kehm, 7-12 Biology, 7-12 General Science
- Ms. Loretta Marrone, K-6 Elem., N-12 Special Ed.
- Ms. Alyssa Ruzicka, PK-4 Elementary
- Ms. Lauren Wiltrout, PK-4 Elementary

2. Support Staff Substitutes

E. Leaves

1. Approve the request for an unpaid leave of absence for Mrs. Jennifer Baker, 8th Grade MS English Teacher, effective for the 2013-14 school year as attached and marked Personnel E.1.
2. Approve the request for a leave of absence for Mrs. Judith Repko, 3rd Grade Teacher, effective 8/21/13 through approximately January 16, 2014.

F. Other Personnel Items

1. Approve a change of title in the Act 93 Agreement from Assistant to the Superintendent to Director of Curriculum, Instruction & Technology effective August 19, 2013.
2. Approve Mrs. Ruth Bloom as Interim Elementary/Intermediate Principal at a rate of \$350/day effective upon receipt of PSERS Emergency Approval, and pending clearances, on or about September 9, 2013 through January 2, 2014.
3. Furlough Mr. Daniel Pauley, Van Driver, effective August, 26, 2013.

Board Discussion

Public Comment

Roll Call

___Mr. Bollinger	___Ms. Eyrich	___Mr. Groff	___Mr. Heffner	___Mrs. Huhn
___Mrs. Lamaestra	___Mrs. MacMillan	___Mr. Rothermel	___Mr. Scheetz	

IV. OTHER BUSINESS

V. ADJOURNMENT

Announcement of Executive Sessions

A motion to adjourn made by _____, and seconded by _____.