

BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING
Middle School Room 229
January 6, 2014
6:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

___ Mr. Bieber ___ Ms. Eyrich ___ Mr. Groff ___ Mrs. Grossman ___ Mr. Heffner
___ Mrs. Huhn ___ Mrs. MacMillan ___ Mr. Porr ___ Mr. Rothermel

DISCUSSION

- A. Discussion of items for approval at the January 6, 2014 Board Meeting (agenda below). This meeting will follow a similar format used last year with combined Committee of the Whole discussion immediately followed by the Regular Board voting.

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 Board Meeting held November 4, 2013 as attached and marked Board A.
- B. Authorize the administration to execute a Retirement Incentive with eligible staff members in the Brandywine Heights Education Association as attached and marked Board B.
- C. Accept the committee reports and make them part of the minutes.
BCIU – Mrs. Huhn
BCTC – Mr. Groff
Berks EIT/Berks TCC – Mr. Bieber
Council on Legislative Action – Mr. Heffner
Policy Committee – Mrs. Grossman
Strategic Planning/Goals – Mrs. Huhn
Student Representatives – Matei Jordache and Tyler Reighn

Public Comment

Board Discussion

Roll Call

___ Mr. Bieber ___ Ms. Eyrich ___ Mr. Groff ___ Mrs. Grossman ___ Mr. Heffner
___ Mrs. Huhn ___ Mrs. MacMillan ___ Mr. Porr ___ Mr. Rothermel

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 November totaling \$2,127,296.87 per attachment Budget A.
- B. To approve food service fund bills for the month of November totaling \$26,502.71 per attachment Budget B.
- C. To accept the following Financial Reports through November 30, 2013, unless otherwise noted:
 - 1. General Fund - Revenue/Expenditure/Fund Balance – C.1.
 - 2. Food Service Fund - Revenue/Expenditure – C.2.
 - 3. Construction Fund - Revenue/Expenditure – C.3.
 - 4. General Fund Schedule of Outstanding Investments - Budget C.4.
 - 5. Student Activity & Trust Fund – Budget C.5.
- D. To approve the 2014/2015 Budget resolution (Budget D.) authorizing the adoption of a 2014-15 Preliminary Budget at the February 3, 2014 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 an agreement to participate in the School-Based ACCESS Program Administrative Claims Program per the PA Department of Education and described in Budget E.
- F. To authorize the Business Manager to seek bids/proposals for the following services for 2014-2015:
 - 1. Intermediate/Middle School & Elementary School Lighting Upgrades - work to be completed Spring break and early summer – construction fund, estimated cost \$20,000
 - 2. High School Tennis Court Repairs and Surface Repainting - work to be completed Spring break and early summer – construction fund, estimated cost \$26,100
 - 3. Turf and Field Maintenance - annual bid, estimated cost \$22,000
 - 4. District Wide Concrete Work - annual bid, estimated cost \$12,000
 - 5. Macadam Project (Design and Engineering & Bidding) – Final Phase Intermediate/Middle School, plus Elementary School & High School Minor Projects, estimated cost \$150,000 - \$200,000
 - 6. Elementary School Dehumidifiers (classrooms and one large unit) and two Air Scrubbers – estimated cost \$11,000
 - 7. Re-side and Re-roof Soccer Sheds - in-house project – not to exceed \$4,000
 - 8. Replace Mini-Split HVAC System in Elementary School Library Office - estimated cost \$4,000 to \$5,000
 - 9. Elementary School Hot Water Heater Replacement – estimated cost \$12,000
- G. To accept the Single Audit Report for the fiscal year ended June 30, 2013 as submitted by Gorman & Associates, P.C. Certified Public Accountants. (Budget G. - To be distributed at the meeting.)

Public Comment

Board Discussion

Roll Call

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III. 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 Mr. Andrew Potteiger to attend the following conferences:
 - 1. Pennsylvania Association of School Administrator’s (PASA) 2014 Education Congress “The Future of Technology in Schools” conference on Thursday, March 6, 2014 in Hershey, PA for a cost not to exceed \$229.00 plus mileage.
 - 2. Pennsylvania Educational Technology Expo & Conference (PETE&C) in Hershey, PA on Tuesday February 11, 2014, for a cost not to exceed \$98.00 plus mileage.
- B. Approve the 2014-15 School District Calendar as attached and marked Superintendent B.
- C. Approve agreements between Brandywine Heights Area School District and Oley Valley School District to:
 - 1. Enter into a cooperative agreement sponsorship of a Senior High Boys and Girls Bowling Program beginning with the Winter 2014-15 season, as attached and marked Superintendent C.1.
 - 2. Enter into a cooperative agreement sponsorship of a Senior High Boys Volleyball Program beginning with the Spring 2014 season, as attached and marked Superintendent C.2.

Informational Reports

Athletic Report – Mr. Kurzweg
Instructional Technology Report – Mr. Voelker
District Enrollment Report

Public Comment

Board Discussion

Roll Call

___Mr. Bieber ___Ms. Eyrich ___Mr. Groff ___Mrs. Grossman ___Mr. Heffner
___Mrs. Huhn ___Mrs. MacMillan ___Mr. Porr ___Mr. Rothermel

IV. 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 Mrs. Lauren Zuidema, Elementary/Intermediate Principal, effective the afternoon of December 19, 2013 as attached and marked Personnel A.1.
- B. Change of Status – None

C. Appointments

1. Professional Staff
 - a. Approve Mrs. Karen Long, Elementary/Intermediate School Assistant Principal as Interim Elementary/Intermediate School Principal effective January 2, 2014.
2. Support Staff – None
3. Long Term Substitute – Professional

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
Ms. Bridgett Hauss	LTS MS Math (Whalen)	B, Step 1	approx. 1/10/2014 – approx. 4/22/2014
Ms. Amie Benfield	LTS ES 3 rd Grade (Repko)	B, Step 1	1/18/2014 – approx. 3/24/2014
TBA	LTS 3/8 HS Soc. St.	TBA	1/18/2014 – 6/5/2014
Ms. Amanda Albright	LTS 5 th Grade (Reifsnyder)	B, Step 1	11/21/2014 – TBD
4. Short Term Substitute – Professional – None
5. Co-Curricular Appointments – None
6. Co-Curricular Athletic Appointments – as attached and marked Personnel C.6.

D. Approval of additions to the Substitute Lists

1. Professional Substitutes for 2013-14:
 - Ms. Jennifer Fegley, K-6 Elementary/Special Education
 - Mr. Dustin Gerlach, 7-12 Social Studies
 - Ms. Angel Gerould, K-6 Ele, Mid-Level Eng, K-12 Rdg Spec, K-12 Family & Consumer Sci
 - Ms. Jessica Mauro, K-6 Elementary
2. Support Staff Substitutes
 - Mrs. Heather Lampron, Nurse/Clerical

E. Leaves

1. Approve the request to continue a leave of absence for Mrs. Judith Repko, 3rd Grade Teacher, through the end of the 3rd quarter, approximately March 25, 2014.
2. Approve the request to take an FMLA maternity leave of absence for Mrs. Lauren Haas, 2nd Grade Teacher, beginning approximately March 24, 2014 through June 6, 2014 as attached and marked Personnel E.2.
3. Approve the request for a medical leave of absence for Mrs. Tracy Reifsnyder, 5th Grade Teacher, beginning November 22, 2013 for an unspecified duration of time.

F. Other Personnel Items

1. To approve Mrs. Lyndsay Levensgood and Ms. Stephanie Kelly as Home Bound Instructors for the 2013-14 school year.

Public Comment

Board Discussion

Roll Call

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V. OTHER BUSINESS

Public Comment

Board Discussion

VI. ADJOURNMENT

Announcement of Executive Sessions

Public Comment

Board Discussion

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