

**OFFICIAL PROCEEDINGS
OF THE
BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
BOARD OF DIRECTORS**

January 5, 2015

The Regular Meeting of the Board of Directors of the Brandywine Heights Area School District was called to order at 6:02 p.m. by President Kenneth Heffner.

The meeting opened with Pledge of Allegiance.

Recording Secretary called the roll:

<input checked="" type="checkbox"/> Mr. Bieber	<input checked="" type="checkbox"/> Ms. Eyrich	<input type="checkbox"/> Mr. Groff
<input checked="" type="checkbox"/> Mrs. Grossman	<input checked="" type="checkbox"/> Mr. Heffner	<input checked="" type="checkbox"/> Mrs. Huhn
<input checked="" type="checkbox"/> Mrs. MacMillan (6:06 p.m.)	<input type="checkbox"/> Mr. Porr	<input checked="" type="checkbox"/> Mr. Rothermel

Administration Present:

- Mr. Andrew Potteiger, Superintendent
- Mrs. Nancy Krauss, Business Manager/Board Secretary
- Mrs. Stacey Carpenito, High School Assistant Principal
- Mrs. Mary Darrach, Director of Special Education
- Mrs. Carolyn Hanych, Director of Brandywine Virtual Academy
- Dr. Kathy Johnson, Middle School Principal
- Ms. Stephanie Kelly, Elementary/Intermediate Assistant Principal
- Mr. Robert Kurzweg, Director of Athletics
- Mrs. Karen Long, Elementary/Intermediate Principal
- Mr. Thomas Voelker, Director of Curriculum, Instruction and Technology
- Mr. Michael Wetzel, Director of Buildings and Grounds
- Mr. Josh Ziatyk, High School Principal

Solicitor: Mr. John M. Stott, Esquire

Student Representatives: Robert Turbett, Madelyne Grim

Visitors: Dax Funderburk, Mertztown.

The President led review and discussion of each section of the agenda. Opportunity was provided for Board and public comment after each section. After a brief recess from 8:11 p.m. to 8:15 p.m., the meeting proceeded to the action items.

Mr. Potteiger read aloud the obituary minutes and resolutions for Ms. Doris M. Herman and Mr. David V. Herring,

Mr. Voelker presented information on the PA School Performance Profile for Brandywine Heights Area School District.

BOARD OF DIRECTORS REPORT

A motion was made by Ms. Eyrich and seconded by Mr. Bieber to approve the Board of Directors Report.

A. Approval of Minutes

To dispense with the reading and accept the minutes from the Reorganization and Regular Board Meeting held December 2, 2014 as attached and marked Board A.

Accept the committee reports and make them part of the minutes.

BCIU – Mrs. Huhn reported there was no meeting in December. However, Mrs. Huhn shared the acknowledgement of Dr. John George’s service in a recent newspaper article; that the Alsace property was sold for \$13,000; and the passing of a BCIU board member. The next meeting is scheduled for January 15, 2015.

BCTC – Mr. Groff – Absent, no report.

Berks TCC – Mr. Bieber noted there was no meeting. The next meeting is scheduled for January 15, 2015.

Council on Legislative Action – Mr. Heffner reported that PSERS funding and the Basic Education Funding Formula will likely be topics of discussion among state legislators and newly elected Governor Wolf in 2015.

Policy Committee – Mrs. Grossman – No report.

Strategic Planning/Goals – Mrs. Huhn – No report.

Community Engagement – Mrs. Huhn – No report.

Community Task Force – Mr. Potteiger reported that the Task Force is focusing on the creation of a middle school after school program with support of the YMCA. Parent survey response was low, so there will be additional communications to parents. Mr. Funderburk noted that previous attempts to create a middle school after school program were not successful. Participation and funding had been obstacles.

There was discussion about the status of the Community Engagement and Community Task Force committees and agreement that these reports be moved to the Superintendent’s Report.

Roll call was taken to accept the Board of Directors Report.

Y Mr. Bieber

Y Ms. Eyrich

 Mr. Groff

Y Mrs. Grossman

Y Mr. Heffner

Y Mrs. Huhn

Y Mrs. MacMillan

 Mr. Porr

Y Mr. Rothermel

Motion Carried – 7 Yeas/2 Absent

BUDGET/FINANCE/PROPERTY/TRANSPORTATION

A motion was made by Mr. Bieber and seconded by Mr. Rothermel to accept the Budget/ Finance/ Property/ Transportation Report.

A. General Fund Bills

To approve general fund bills for the month of December totaling \$2,205,427.56 per attachment Budget A.

B. Food Service Bills

To approve food service fund bills for the month of December totaling \$33,636.60 per attachment Budget B.

C. Financial Reports

To accept the following Financial Reports through November 30, 2014, unless otherwise noted:

1. General Fund - Revenue/Expenditure/Fund Balance – Budget C.1.
2. Food Service Fund - Revenue/Expenditure – Budget C.2.
3. Construction Fund - Revenue/Expenditure – Budget C.3.
4. General Fund Schedule of Outstanding Investments - Budget C.4.
5. Student Activity & Trust Funds - Budget C.5.

D. 2015-2016 Preliminary Budget Adoption Intent to Seek Referendum Exceptions

To approve the 2015-2016 Budget resolution (Budget D.) authorizing the adoption of a 2015-16 Preliminary Budget at the February 2, 2015 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. 2013-2014 Single Audit Report

To accept the Single Audit Report for the fiscal year ended June 30, 2014 as submitted by Gorman & Associates, P.C. Certified Public Accountants.

F. Unneeded/Unnecessary Equipment Sales

To approve the list of technology items below as unneeded/ unnecessary equipment and authorize the administration to sell the items at prices shown.

Qty	Item Description	Bldg	Sale Price/ea
2	iMac (2011)	MS	\$ 300
1	iMac (2009)	MS	\$ 100
1	iMac (2008)	MS	\$ 100
1	iMac (2009)	MS	\$ 200
1	MacBook pro Air (2011)	MS	\$ 300
17	MacBook pro (2012)	MS	\$ 300
1	MacBook pro (2009)	MS	\$ 200

G. Authorization to Seek Bids for Services for 2015-16

To authorize the Business Manager to seek bids/proposals for the following services for 2015-2016:

1. High School Tennis Court Repairs and Surface Repainting (phase 2) - work to be completed Spring break and early summer – construction fund, estimated cost \$20,000
2. Turf and Field Maintenance - annual bid, estimated cost \$22,000
3. District Wide Concrete Work - annual bid, estimated cost \$12,000

H. Elementary School Macadam Replacement Project

To approve continuation of the contract with Liberty Engineering of Allentown, PA, to provide design, bid specifications, and engineering services and site supervision for the Macadam Replacement Projects at the Elementary School (phase 2) and High School at a cost of \$21,000 (\$16,500 design & bid services, \$4,500 construction services) detailed in Budget H.

I. Substitute Support Personnel Agreement

To approve an agreement with School Operation Services Group, Inc. of Malvern, PA, for substitute support personnel at a cost of \$15.00 per hour as outlined in Budget I.

J. Bandwidth Purchase

To approve the purchase of an additional 250 Mbps bandwidth from Windstream through the Berks County Intermediate unit for the remainder of the 2014-2015 fiscal year at an additional cost of \$250.00 per month.

K. Easement Offer

To decline the offer from American Tower Corporation through The Lyle Company of Rancho Cordova, CA, for a Monthly Installment Perpetual Easement as detailed in Budget K.

L. Dental Plan Administration Rate

To approve a rate decrease for United Concordia of Harrisburg, PA, as dental plan administrator through the Lehigh Valley Business Consortium, from \$2.25 to \$2.20 per employee per month.

Mr. Heffner asked for comments from the public and board members. Mrs. Huhn acknowledged Mrs. Krauss and the Business Office staff for a successful 2013-14 audit.

Roll call was taken to approve items under the Budget/ Finance/ Property/ Transportation Report.

<u>Y</u> Mr. Bieber	<u>Y</u> Ms. Eyrich	<u> </u> Mr. Groff
<u>Y</u> Mrs. Grossman	<u>Y</u> Mr. Heffner	<u>Y</u> Mrs. Huhn
<u>Y</u> Mrs. MacMillan	<u> </u> Mr. Porr	<u>Y</u> Mr. Rothermel

Motion Carried – 7 Yeas/2 Absent

SUPERINTENDENT’S REPORT

A motion was made by Ms. Eyrich and seconded by Mr. Bieber to accept the Superintendent’s Report.

A. Conference Attendance

Approve Mr. Potteiger to attend the Pennsylvania Educational Technology Expo and Conference (PETE&C) on Monday, February 9 and Tuesday, February 10, 2015 for a cost not to exceed \$165.00 plus mileage.

Informational Reports were presented.

Acknowledgements

Mr. Potteiger announced that the Brandywine Heights Area Elementary School was recognized as a Title I Reward School for High Achievement.

Mr. Potteiger recognized high school student girl’s basketball athlete Deanna Dadonna as the third female in Brandywine Heights history to score 1,000 career points.

Mr. Potteiger read a proclamation recognizing school board members for their service to the community. The Pennsylvania School Board Association has identified January of School Board Director Recognition month.

Informational Reports

- Instructional Technology Report – Mr. Voelker
- Athletic Report – Mr. Kurzweg (Absent)
- District Enrollment Report – Mr. Potteiger
- 2015-16 Calendar Update – Mr. Potteiger

Student Representatives – Robert Turbett and Madelyne Grim reported on recent and upcoming events at the Elementary, Intermediate, Middle and High Schools.

Mr. Heffner asked for comments from the public and board members. There were no comments.

Roll call was taken to approve items under the Superintendent’s Report.

<u>Y</u> Mr. Bieber	<u>Y</u> Ms. Eyrich	<u> </u> Mr. Groff
<u>Y</u> Mrs. Grossman	<u>Y</u> Mr. Heffner	<u>Y</u> Mrs. Huhn
<u>Y</u> Mrs. MacMillan	<u> </u> Mr. Porr	<u>Y</u> Mr. Rothermel

Motion Carried – 7 Yeas/2 Absent

PERSONNEL REPORT

A motion was made by Mr. Rothermel and seconded by Mr. Bieber to approve the Personnel Report.

A. Resignations/Retirements/Terminations

1. Accept the retirement of Mr. Michael Daddario, High School Art Teacher, effective at the end of the 2014-15 school year as attached and marked Personnel A.1.
2. Accept the retirement of Miss Maryellen Monaghan, High School Learning Support Teacher, effective at the end of the 2014-15 school year as attached and marked Personnel A.2.
3. Accept the retirement of Ms. Joanne Telenko, Middle School Special Education Teacher, effective at the end of the 2014-15 school year as attached and marked Personnel A.3.
4. Accept the retirement of Mrs. Kathleen Hart, Intermediate/Middle School Title I Reading Specialist, effective at the end of the 2014-15 school year as attached and marked Personnel A.4.
5. Accept the retirement of Mrs. Rebecca Rhodes, High School Music and Chorus Teacher, effective at the end of the 2014-15 school year as attached and marked Personnel A.5.

B. Change of Status – None

1. Professional Staff – None
2. Support Staff – None

C. Appointments

1. Professional Staff – None

- 2. Support Staff – None
- 3. Long Term Substitute
 - a. Approve Mrs. Rikki Savidge to continue her appointment as 5th Grade Long Term Substitute (Reifsnyder) through the end of the 2014-15 school year.
- 4. Co-Curricular Appointments
 - a. Approve the Paid Instructional (Non-Athletic) Co-Curricular appointments per the BHEA and BHASD School Board Salary Schedules as attached and marked Personnel C.4.a.
 - b. Approve the Unpaid Instructional Co-Curricular Student Activity Group Advisor Recommendations – None
 - c. Approve the Athletic Co-Curricular appointments per the BHASD School Board Salary Schedule – None

D. Approval of additions to the 2014-15 Substitute Lists

- 1. Professional Substitutes
Ms. Laura Girodo, Elementary Grades PK-4
- 2. Support Staff Substitutes – None

E. Leaves – None

F. Other Personnel Items

- 1. Approve Mrs. Joyce Esser, Middle School Family and Consumer Science Teacher, as a 2014-15 Home Bound Instructor.

Mr. Heffner asked for comments from the public and board members. There were no comments.

Roll call was taken to approve the Personnel Report.

<u>Y</u> Mr. Bieber	<u>Y</u> Ms. Eyrich	<u> </u> Mr. Groff
<u>Y</u> Mrs. Grossman	<u>Y</u> Mr. Heffner	<u>Y</u> Mrs. Huhn
<u>Y</u> Mrs. MacMillan	<u> </u> Mr. Porr	<u>Y</u> Mr. Rothermel

Motion Carried – 7 Yeas/2 Absent

OTHER BUSINESS

There was no other business.

Mr. Heffner asked for comments from the public and board members. There were no comments.

Mr. Heffner announced the budget session scheduled for January 26, 2015 at 6:00 p.m.

ADJOURNMENT

A motion was made by Ms. Eyrich, seconded by Mr. Bieber to adjourn the meeting at 8:45 p.m.

Motion Carried

Approved

Nancy K. Krauss, Board Secretary
Katharine K. Seip, Recording Secretary