

BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING AGENDA
Intermediate/Middle School Large Group Instruction Room 229
August 17, 2015
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

OBITUARY MINUTES

Mr. Richard C. "Lefty" Oswald, Crossing Guard
Mrs. Evelyn H. Moyer, Custodian

DISCUSSION

Discussion of items for approval at the August 17, 2015 Board Meeting (agenda below). This meeting will allow for 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 Regular Board Meeting held June 22, 2015 as attached and marked Board A.
- B. Elect PSBA (Pennsylvania School Board Association) officers by majority vote for each office, and authorize the board secretary to cast votes electronically on behalf of the school board. Elected officers take their positions January 1, 2016. PSBA Ballot, 2016 Slate of Candidates and PSBA Voting Guidelines are attached and marked Board B.
 - 1. President-elect
 - 2. Vice President
 - 3. Eastern At-large Representative
- C. Appoint _____ as a Voting Delegate to the Pennsylvania School Boards Association 2015 Delegate Assembly. The representative must attend a meeting on Tuesday, October 13, 2015, the day prior to the PASA-PSBA School Leadership Conference.
- D. Approve the first reading of the following policies as attached and marked Board D.1.-D.10.:
 - 1. Policy TBA (PSBA To Assign #) Employee Use Of Electronic Devices
 - 2. Policy 819. Suicide Awareness, Prevention and Response
 - 3. Policy 121. Field Trips
 - 4. Policy 111. Lesson Plans
 - 5. Policy 225. Relations With Law Enforcement Agencies

6. Policy 218.1. Weapons
7. Policy 323., 423., 523. Tobacco Use
8. Policy 309., 409., 509. Assignment and Transfer
9. Policy 434. Sick Leave
10. Policy 436. Personal Necessity Leave

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

BCIU – Mrs. Huhn
 BCTC – Mr. Groff
 Berks TCC – Mr. Bieber
 Council on Legislative Action – Mr. Heffner
 Policy Committee – Mrs. Grossman
 Strategic Planning/Goals – Mrs. Huhn

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 REPORT

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 through August 17, 2015 totaling \$4,163,837.45 per attachment Budget A.
- B. To approve food service fund bills through August 17, 2015 totaling \$12,365.98 per attachment Budget B.
- C. To accept the following Financial Reports through May 31, 2015, 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. To approve the following vendors for the purchase of Food and Non-Food Products, Milk and Milk Products, Fruit Juice Products, Ice Cream Products, and Bread Products for the 2015/2016 school food program, Budget D.

Food and Non-Food Product (Tri-State Joint Cooperative Bid): US Foods of Allentown, PA
 Milk and Juice Products Quote: Clover Farms Dairy of Reading, PA
 Ice Cream Quote: Jack & Jill of Mooresville, NJ
 Bread Quote: Morabito Baking Company of Norristown, PA
 Paper Product Quote: Camden Bag and Paper of Mt. Laurel, NJ

- E. To approve Special Education Tuition Agreements for the 2015-16 school year with Hogan Learning Academy of Fleetwood, PA, to provide special education services for three students at a cost of \$375 per day per student, Budget F.1.
- F. To approve an extension of existing contracts for online education services through the 2015-2016 school year as follows:
 - 1. Connections Learning of Baltimore, MD, contract renewal for virtual education services for K-12 students at an annual cost of \$3,750 per seat, course fee of \$750 per student per year (second of five one-year renewals in existing contract, original contract approved for 2013-2014).
 - 2. Edgenuity Inc., of Scottsdale, AZ, continuation of agreement for virtual instructional services for grade 6-12 students at a cost of \$6,000 based on 10 students per semester. (formerly Education 2020)
 - 3. Elementary & Secondary Program (Kdg. - 12): Fuel Education LLC of Herndon, VA, fulltime 6 concurrent credits \$2,500/student, 5 concurrent credits \$2,160/student, 4 concurrent credits \$1,820/student, grades Kdg - 8 full year single courses \$250/student, grades 9-12 semester single courses \$200/student as detailed in Budget F.3.
 - 4. Special Education Program: Educere, LLS of Ambler, PA, for Educere K-12 Virtual Education Services including Founders Education program for special needs students at a cost of \$399-499 for complete, full-year course (half for half-year courses), \$29/week/course for partial course, and \$195 for abbreviated course. (approved 6/30/2014, agreement renews annually unless changed)
- G. To approve the following agreements for professional development services:
 - 1. Microsoft Store for Assure Training for 15 at a cost of \$2,235.00 per quote marked Budget G.1.
 - 2. Berks County Intermediate Unit for SAMR Model and 45-in-45 training at a cost of \$1,500.00 per Statement of Work marked Budget G.2.
- H. To approve participation Collaborative Purchasing Solutions (CPS) through Lancaster Lebanon IU a purchasing program created for the benefit of schools/colleges, non-profits, and other governmental entities nationwide as described in Budget H.
- I. To approve an agreement with Richard J Caron Foundation, Wernersville, PA for Student Assistance Program services at the Elementary, Intermediate, Middle and High School for 2015-16 at a cost to the District of \$7,355 for extended services at the High School of one day per week (6-1/2 hours) see Budget I. The Elementary, Intermediate and Middle School programs are funded through the Council on Chemical Abuse at no cost to the district.

Public Comment

Board Discussion

Roll Call

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

III. SUPERINTENDENT’S REPORT

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

- A. Approve the 2015-16 Dual Enrollment Agreement between Reading Area Community College (RACC) and Brandywine Heights Area School District as attached and marked Superintendent A.

- B. Approve the 2015-16 Dual Enrollment Agreement between Lehigh Carbon Community College (LCCC) and Brandywine Heights Area School District as attached and marked Superintendent B.
- C. Approve a 2015-16 Lehigh University Study Council membership for Mr. Andrew Potteiger, Superintendent, which includes two seats at five professional development programs throughout the year for a fee of \$1,250 as attached and marked Superintendent C.

Discussion

Security Options/School Resource Officer – Mr. Potteiger
 Technology Fees – Mr. Voelker
 Academic Results – Mr. Voelker

Informational Reports

Instructional Technology Report – Mr. Voelker
 Athletic Report – Mr. Kurzweg
 Community Engagement/Task Force – Mr. Potteiger

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/Furloughs

1. Ms. Rebecca Guzie, board approved on June 22, 2015 for the first semester Elementary School Third Grade Long Term Substitute for Mrs. Kelly Womack, has declined the position.
2. Accept the resignation of Mrs. Melissa Gerhart, High School Principal Secretary, effective July 16, 2015 as attached and marked Personnel A.2.
3. Accept the resignation of Mrs. Shannon Burghardt, High School Social Studies Teacher, effective August 3, 2015 as attached and marked Personnel A.3.
4. Accept the retirement of Mrs. Wanda Zierdt, part time Intermediate/Middle School Custodian effective after August 14, 2015 as attached and marked Personnel A.4.
5. Accept the resignation of Mr. Jason VanVoorhis, High School Band/Instrumental Music Teacher effective August 17, 2015 as attached and marked Personnel A.5.
6. Accept the resignation of Miss Laura Brzyski, part time .375 High School English Teacher School, effective August 7, 2015 as attached and marked Personnel A.6.

B. Change of Status

1. Professional Staff	<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
	Mrs. Lauren Farina	Full Time IS/MS Reading Specialist	.5 ES Reading Specialist	2015-16 SY
	Mrs. Lauren Haas	2 nd Grade Teacher	.5 ES Reading Specialist	2015-16 SY
	Mrs. Jennifer Snyder	ES Reading Specialist	ES/IS Reading Specialist	2015-16 SY
2. Support Staff				
	Mr. Neil Yuran	2 nd Shift 4 hr IS/MS Custodian	2 nd Shift ES Custodian	8/3/2015
	Mrs. Connilee Hafer	IS/MS 5hr Office Aide	HS 5hr Library Aide	2015-16 SY

C. Appointments

1. Professional Staff	<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
	Ms. Brittany Cassarella	HS TPE .375 English (Burghardt)	B/Step 1	8/18/2015
	Mr. Charles DiCarne	HS Band/Instrumental Music (VanVoorhis)	B/Step 3	8/18/2015
	Mrs. Jessica Kost	HS TPE .375 Social Studies (Burghardt)	B/Step 1	8/18/2015
	Mrs. Rikki Savidge	ES TPE 1 st Grade (Haas)	B+24/Step 2	8/18/2015
	Mr. Jon Timmons	HS TPE Choral Music (Rhodes)	M+30/Step 1	8/18/2015
	Ms. Casey Weaknecht	ES PT TPE .6 Art (Gilbert)	B/Step 1	8/18/2015
2. Support Staff				
	Mr. Elmer High	HS PT 2 nd Shift 4/hr Custodian (Howells)	\$9.75/hr	7/28/2015
	Mrs. Laura Farkas	HS Principal Secretary (Cramsey)	\$12.75/hr	8/10/2015
	Mrs. Deborah Fleming	PT 4/hr Business Office Asst. (new)	\$12.75/hr	8/18/2015
	Mrs. Melissa Gerhart	HS Principal Secretary (Cramsey)	\$12.75/hr	(one day) 7/15/2015
	Mrs. Stacie Sicher	ES PT 5/hr Nurse Asst. (RN) (new)	\$15.25/hr	8/25/2015
	Mrs. Crystal McCarty	ES PT Café/Recess Aide (Kowolewski)	\$9.75/hr	8/25/2015
				<i>pending clearances</i>
				<i>pending clearances</i>
3. Long Term Substitute	<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
	Ms. Angela Bucci-Herb	ES .5 Reading Specialist (Farina)	B/Step 1	8/18-12/23/2015
	Ms. Michelle Hoppes	HS Social Studies (Mata)	B/Step 1	1 st sem. 2015-16 SY
				8/13/2015-1/14/2016
	Ms. Tabatha Murante	ES 3 rd Grade (Womack)	B/Step 1	1 st sem. 2015-16 SY
				8/13/2015-1/14/2016
4. Co-Curricular Appointments				
a.	Approve the Paid Instructional (Non-Athletic) Co-Curricular appointments per the BHEA and BHASD School Board Salary Schedules – None			
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 as attached and marked Personnel C.4.c.

D. Approval of the 2015-16 Support Staff Substitutes:

Mrs. Debra Bassler	Mrs. Becky Jachimowicz	Mr. James Mickey
Mrs. Dawn Derstine	Ms. Crystal Jeschonek	Ms. Sarah Mickey
Ms. Tammy Dunning	Mr. Robert Krasley	Ms. Heather Moyer
Ms. Jodi Fedorowicz	Ms. Amanda Krupp	Ms. Teresa Pietruszewicz
Mr. Ronald Guinther	Mrs. Heather Lampron	Mrs. Sue Sandom
Ms. Mary Henry	Mrs. Gina Master	
Ms. Brenda Hopkins	Ms. Cheryl Melander	

E. Leaves

- 1. Approve the request for a maternity leave of absence for Mrs. Jennifer Swartzentruber effective approximately October 19, 2015 through the end of the 2015-16 school year as attached and marked Personnel E.1.

F. Other Personnel Items

- 1. Approve the current Brandywine Heights Area School District Professional Teaching Staff Members and approved Professional Substitute Teachers as Home Bound Instructors as needed throughout the 2015-16 school year.
- 2. Approve the following professional staff members to serve as mentors to new teachers during the 2015-16 school year. A stipend of \$650 will be prorated based on the duration of the assignment.

<u>Mentor</u>	<u>New Teacher. Position, (in place of)</u>
Mrs. Lisa Ehrets, HS Soc St	Mrs. Jessica Kost, HS TPE .375 Soc St (Burghardt)
Mrs. Cathy Ohl, ES 3 rd Grade	Ms. Tabatha Murante, LTS ES 3 rd Gr 1st Sem (Womack)
Mrs. Kirsten Paxson, HS English	Ms. Brittany Cassarella, TPE HS .375 English (Burghardt)
Ms. Kathy Rabert, IS/MS Art	Ms. Casey Weaknecht, TPE ES .6 Art (Gilbert)
Mrs. Cindy Rissmiller, ES 2 nd Grade	Ms. Lindsay Yeakel, TPE ES 2 nd (Bettenhausen)
Mrs. Lori Savidge, ES Kindergarten	Ms. Katherine Grow, LTS ES Kindergarten (Hess)
Mr. Jon Scheuer, MS Learn. Support	Mrs. Lynn Mayer, TPE MS Learning Support (Flamm)
Mr. Kevin Schmidt, HS Tech Ed	Mr. Charles DiCarne, TPE HS Music/Band (VanVoorhis)
Mrs. Jen Snyder, ES Title I Reading	Mrs. Angela Bucci-Herb, LTS .5 1 st Semester (Farina)
Ms. Susan Thomas, HS Soc St	Ms. Michelle Hoppes, LTS HS Soc St 1 st Sem (Mata)
Mrs. Karen Walia, HS English	Mr. Jon Timmons, TPE HS Music/Vocal (Rhodes)

- 3. Elect Mr. Andrew M. Potteiger as Superintendent of Schools for a five year term effective July 1, 2016 through June 30, 2021. Be it further resolved that the appropriate officers are hereby authorized to enter into a five year employment agreement with Mr. Potteiger as attached and marked Personnel F.3. and made a part of this resolution.
- 4. Approve the 2015-16 salary of \$135,000 for Mr. Andrew Potteiger, Superintendent, effective July 1, 2015.

Public Comment

Board Discussion

Roll Call

___Mr. Bieber
___Mrs. Huhn

___Ms. Eyrich
___Mrs. MacMillan

___Mr. Groff
___Mr. Porr

___Mrs. Grossman
___Mr. Rothermel

___Mr. Heffner

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 _____.