

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT**  
**SCHOOL BOARD MEETING AGENDA**  
Intermediate/Middle School Large Group Instruction Room 229  
November 2, 2015  
6:00 p.m.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

\_\_\_ Mr. Bieber      \_\_\_ Mr. Groff      \_\_\_ Mrs. Grossman      \_\_\_ Mr. Heffner      \_\_\_ Mrs. Huhn  
\_\_\_ Mrs. MacMillan      \_\_\_ Mr. Rothermel      \_\_\_ Mr. Sterner      \_\_\_ Vacancy

**DISCUSSION**

Discussion of items for approval at the November 2, 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 October 5, 2015 as attached and marked Board A.
- B. Approve the second reading of Policies 334, 434 and 534 Sick Leave as attached and marked Board B.
- C. Accept the resignation of Mr. Travis Porr, School Board Director (four year term expires in 2017), effective October 22, 2015 as attached and marked Board C.

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      \_\_\_ Mr. Groff      \_\_\_ Mrs. Grossman      \_\_\_ Mr. Heffner      \_\_\_ Mrs. Huhn  
\_\_\_ Mrs. MacMillan      \_\_\_ Mr. Rothermel      \_\_\_ Mr. Sterner      \_\_\_ Vacancy

## **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 November 2, 2015 totaling \$1,829,076.78 per attachment Budget A.
- B. To approve food service fund bills through November 2, 2015 totaling \$29,448.80 per attachment Budget B.
- C. To accept the following Financial Reports through September 30, 2015, unless otherwise noted:
  - 1. General Fund - Revenue/Expenditure/Fund Balance – Budget C.1.
  - 2. Food Service Fund - Revenue/Expenditure – Budget C.2.
  - 3. Student Activity & Trust Funds - Budget C.3.
  - 4. General Fund Schedule of Outstanding Investments - Budget C.4.
- D. To approve the final 2014-2015 closing budget transfers in the amount of \$27,400.00 per attachment marked Budget D.
- E. To approve an agreement with School Operations Services Group of Malvern, PA, for two contracted part-time crossing guards at a cost of \$60.00/day per crossing guard (daily cost for two \$120) as detailed in Budget E (to be distributed at the meeting).
- F. To approve the proposal from The Longacre Company of Bally, PA, to replace the condensing unit and evaporator coil in the Elementary School walk-in freezer at a cost of \$8,416.00 (includes 4-year extended warranty) as detailed in Budget F.
- G. To award contracts for the purchase of the following items through Berks County Joint Purchasing:
  - 1. 2016-17 Fuels – Budget G.1.
  - 2. 2017-18 Natural Gas - Budget G.2.
- H. To approve an Inter-Municipal Agreement with the Borough of Topton for the purchase of road salt as detailed in Budget H (to be distributed at the meeting).
- I. To approve addendum 2 to the Brandywine Heights Virtual Academy contract with Connections Learning to reduce the premium course fee from \$400 to \$375 as detailed in Budget I.
- J. To approve the Client Services Agreement with Provident Energy of Media, PA, for energy purchasing as detailed in Budget J.
- K. To authorize the administration to bid/seek proposals for the following items:
  - 1. Air Conditioning (including engineering/ESCO request for qualifications) for the Elementary School and Intermediate/Middle School (remaining areas), estimated cost \$1,500,000.
  - 2. Macadam Project Final Phase (design, engineering and bidding) at the High School, estimated cost \$100,000.
  - 3. Turf and Field Maintenance 2016/17 including turf weed spraying in 2016/17 and spring of 2016, annual bid, estimated cost \$30,000.
  - 4. District-wide Concrete Repairs, annual bid, estimated cost \$18,000.
  - 5. District-wide Copier/Printer request for proposals, current contracts expire June 30, 2016, estimated cost \$80,000.
- L. To approve an agreement with School Operations Services Group of Malvern, PA, to rent office space at a cost of \$300.00 per month for the 2015-2016 school year as detailed in Budget L (to be distributed at the meeting).

*Public Comment*

*Board Discussion*

*Roll Call*

\_\_\_ Mr. Bieber      \_\_\_ Mr. Groff      \_\_\_ Mrs. Grossman      \_\_\_ Mr. Heffner      \_\_\_ Mrs. Huhn  
\_\_\_ Mrs. MacMillan      \_\_\_ Mr. Rothermel      \_\_\_ Mr. Sterner      \_\_\_ Vacancy

**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 Personnel Report.*

- A. Approve the Brandywine Heights Area School District Comprehensive Plan dated July 1, 2016 through June 30, 2019 as attached and marked Superintendent A. The Comprehensive Plan was presented to the Board at the October 5, 2015 meeting.
- B. Approve Mr. Potteiger to attend the Pennsylvania Educational Technology Expo and Conference (PETE&C) on Tuesday, February 22 and Wednesday, February 23, 2016 for a cost not to exceed \$165.00 plus mileage.

**Informational Reports**

Student Representative Reports – Caylee Lasko and Preston MacLean  
Academic Report – Mr. Voelker  
Instructional Technology Report – Mr. Voelker  
Athletic Report – Mr. Kurzweg  
District Enrollment Report – Mr. Potteiger  
Community Engagement/Task Force – Mr. Potteiger

*Public Comment*

*Board Discussion*

*Roll Call*

\_\_\_ Mr. Bieber      \_\_\_ Mr. Groff      \_\_\_ Mrs. Grossman      \_\_\_ Mr. Heffner      \_\_\_ Mrs. Huhn  
\_\_\_ Mrs. MacMillan      \_\_\_ Mr. Rothermel      \_\_\_ Mr. Sterner      \_\_\_ Vacancy

**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 – None
- 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

	<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
a.	Mrs. Robyn Gralinski	ES .6 Phys Ed (Hart)	B, Step 1	10/07/2015 – TBA
b.	Dr. Dan Sauers	HS Science (Babb)	M+60/Step 1	10/19/2015 – EOY

4. Co-Curricular Appointments

- a. Approve a revision to the Paid Instructional (Non-Athletic) Co-Curricular appointments:

Level	Co-curricular Position	Stipend	Teacher	Board Approval
IS	Environmental Camp Leader #12	\$ 223.61	<del>Mrs. Audrey Tucker</del>	<del>9/14/2015</del>
			Ms. Megan Trupp	11/2/2015

- 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 2015-16 Support Staff Substitutes – None

E. Leaves

1. Accept the FMLA medical leave of absence for Mr. Jeffrey Heffner, High School 2<sup>nd</sup> Shift Custodian effective August 26, 2015 through December 1, 2015.
2. Accept the FMLA medical leave of absence for Mr. Michael Babb, High School Science Teacher, effective September 25, 2015 through December 23, 2015.
3. Approve the request for a Restoration of Health Sabbatical Leave for Mr. Michael Babb, High School Science Teacher, effective September 25, 2015 through the end of the 2015-16 school year.

F. Other Personnel Items

***Public Comment***

***Board Discussion***

***Roll Call***

Mr. Bieber       Mr. Groff       Mrs. Grossman       Mr. Heffner       Mrs. Huhn  
 Mrs. MacMillan       Mr. Rothermel       Mr. Sterner       – Vacancy

**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 \_\_\_\_\_.*