

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT**  
**SCHOOL BOARD MEETING AGENDA**  
Intermediate/Middle School Large Group Instruction Room 229  
January 25, 2016  
6:00 p.m.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Mr. Bieber       Mrs. Grossman       Mr. Heffner       Mr. Heydt       Mrs. Huhn  
 Mrs. MacMillan       Mr. Rothermel       Mr. Scheetz       Mr. Sterner

**ACKNOWLEDGEMENTS**

Brandywine Heights Area School District has received \$2,500 from the Berks Business Education Coalition (BBEC) to be used for expenses associated with career education during 2015-16. The money represents a portion of a state grant awarded to BBEC through Berks County Workforce Development Board.

**DISCUSSION**

Discussion of items for approval at the January 25, 2016 Board Meeting (agenda below). This meeting will allow for discussion immediately followed by the Regular Board voting.

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**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 Reorganization and Regular Board Meeting held January 4, 2016 as attached and marked Board A.
- B. If the School Board adopts the 2016-17 Preliminary Budget proposed at this January 25, 2016 meeting, then approve to change the February 22, 2016 Budget Meeting to a Special Board Meeting for the purpose of voting on the HVAC Project, and authorize the administration to advertise and post in accordance with Sunshine Laws (Right to Know).
- C. Approve the first reading of the following policies:
  - 1. Policy 601. Fiscal Objectives
  - 2. Policy 602. Budget Planning
  - 3. Policy 603. Budget Preparation
  - 4. Policy 604. Budget Adoption
  - 5. Policy 605. Tax Levy

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

BCIU – Mrs. Huhn  
BCTC – Mr. Scheetz  
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      \_\_\_ Mrs. Grossman      \_\_\_ Mr. Heffner      \_\_\_ Mr. Heydt      \_\_\_ Mrs. Huhn  
\_\_\_ Mrs. MacMillan      \_\_\_ Mr. Rothermel      \_\_\_ Mr. Scheetz      \_\_\_ Mr. Sterner

**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 January 25, 2016 totaling \$1,987,307.10 per attachment Budget A.
- B. To approve food service fund bills through January 25, 2016 totaling \$30,872.47 per attachment Budget B.
- C. To accept the following Financial Reports through December 31, 2015, unless otherwise noted (to be distributed at the meeting):
  - 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 PDE 2028 Preliminary General Fund Budget for fiscal year July 1, 2016 to June 30, 2017 with expenditures totaling \$32,459,957 per attachment marked Budget D, and to authorize the Business Manager to apply for referendum exceptions from the PA Department Education.
- E. To authorize RBC Capital Markets to proceed with refunding the General Obligation Series 2011A Bond Issue.
- F. To approve a three-year extension (July 1, 2016 through June 20, 2019) of the Para-Professional Services Agreement with School Operations Services Group Inc. of Malvern, PA, at a rate increase of 2.5% per year, as detailed in Budget F.
- G. To authorize the business manager to bid Athletic and Athletic Trainer Supplies and Equipment for the 2016-17 school year.
- H. To acknowledge the appointment by the elected tax collector of the following Deputy Tax Collectors as required under Act 164 of 2014:

<u>Township or Borough</u>	<u>Elected Tax Collector</u>	<u>Deputy Tax Collector</u>
District Township	Mollie A. Prey	George H. Babilon
Longswamp Township	Lorraine Meck	Michael Meck
Rockland Township	Mollie A. Prey	Carol S. Fox
Topton Borough	Nancy E. Heffner	Bonnie Stauffer

- I. To approve the five (5) year (beginning July 1, 2016) Berks County Regional Wide Area Network (RWAN) Erate Consortium Service Level Agreement with the Berks County Intermediate Unit as detailed in Budget I.

**Note: The following Budget Workshops and Adoption Dates have been advertised:**

February 1, 2016 – Curriculum/Instruction, Special Education, Technology, Other Instruction

February 8, 2016 – Maintenance, Transportation, Business/Board, Athletics

February 22, 2016 – Salary & Benefits

February 29, 2016 – Final Review, Taxes & Options, 5-Year Projection, Fund Balance

March 14, 2016 – Budget Discussion

March 21, 2016 – Snow Make-up Date - if needed

May 2, 2016 – Adopt 2016-17 Proposed Final Budget

May 9, 2016 – Budget Work Session, if needed

June 6, 2016 – Adopt 2016-17 Final Budget

All meetings start at 6:00 PM in the Intermediate/Middle School Large Group Instruction Room

***Public Comment***

***Board Discussion***

***Roll Call***

\_\_\_Mr. Bieber            \_\_\_Mrs. Grossman            \_\_\_Mr. Heffner            \_\_\_Mr. Heydt            \_\_\_Mrs. Huhn  
 \_\_\_Mrs. MacMillan    \_\_\_Mr. Rothermel            \_\_\_Mr. Scheetz            \_\_\_Mr. Sterner

**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 a partnership with the BCIU to implement at Pre-K Counts classroom through grant funding for the remainder of the 2015-2016 school year.
- B. Approve the 2016-17 District Calendar as attached and marked Superintendent B.
- C. Approve the Superintendent to attend the 2016 Pennsylvania Association of Rural and Small Schools (PARSS) Annual Meeting/Conference in State College, PA on April 27-29, 2015 for a cost not to exceed \$250.00 plus mileage and hotel accommodations as attached and marked Superintendent C.
- D. Approve a three day professional development Google Apps for Education for teachers workshop through Kiker Learning scheduled for June 6, 7 and 8, 2016 for a fee of \$7,500 as attached and marked Superintendent D.

**Informational Reports**

Student Representative Reports – Caylee Lasko and Preston MacLean

Academic/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            \_\_\_Mrs. Grossman            \_\_\_Mr. Heffner            \_\_\_Mr. Heydt            \_\_\_Mrs. Huhn  
\_\_\_Mrs. MacMillan            \_\_\_Mr. Rothermel            \_\_\_Mr. Scheetz            \_\_\_Mr. Sterner

**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. Accept the resignation of Ms. Jennie Hoose, Intermediate School learning Support Teacher effective January 15, 2016 as attached and marked Personnel A.1.
- B. Change of Status – None
  - 1. Professional Staff– None
  - 2. Support Staff – None
- C. Appointments – None
  - 1. Professional Staff – None
  - 2. Support Staff – None
  - 3. Long Term Substitute – None
  - 4. Co-Curricular Appointments – None
    - a. Approve the Paid Instructional (Non-Athletic) Co-Curricular appointments – None
    - b. Approve the Unpaid Instructional Co-Curricular Student Activity Group Advisor Recommendations – None
    - c. Approve the Athletic Co-Curricular appointments – None
- D. Approval of 2015-16 Support Staff Substitutes – None
- E. Leaves – None
- F. Other Personnel Items
  - 1. Approve Mr. Benjamin Tannous, High School Math Teacher, to serve as a mentor to Ms. Susan Small, Mathematics Teacher from January 15, 2016 through the end of the 2015-16 school year for a prorated stipend of \$325.

*Public Comment*

*Board Discussion*

*Roll Call*

\_\_\_Mr. Bieber      \_\_\_Mrs. Grossman      \_\_\_Mr. Heffner      \_\_\_Mr. Heydt      \_\_\_Mrs. Huhn  
\_\_\_Mrs. MacMillan      \_\_\_Mr. Rothermel      \_\_\_Mr. Scheetz      \_\_\_Mr. Sterner

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