

BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING AGENDA
Intermediate/Middle School Large Group Instruction Room 229
March 7, 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

ACKNOWLEDGEMENT

Brandywine Heights Elementary School is one of 96 schools in Pennsylvania to be recognized as a Title I Distinguished School in the 2015-2016 school year by the Pennsylvania Department of Education, Division of Federal Programs.

PRESENTATIONS

1. School Based Outpatient Services – Ms. Lauren Smith, Concern
2. Health Occupation Students of America (HOSA) Service Project – Miss McKenna Tinsman
3. Athletic Department Goals – Mr. Robert Kurzweg, Director of Athletics

DISCUSSION

Discussion of items for approval at the March 7, 2016 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 Reorganization and Regular Board Meeting held January 25, 2016 as attached and marked Board A.
- B. Approve the 2016-2017 Berks County Intermediate Unit Mandated Services Budget in the amount of \$1,824,658.00 of which \$23,754.17 is Brandywine Heights' share as attached and marked Board B.
- C. Approve the second 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

D. Approve the first reading of the following policies:

1. Policy 606. Tax Collection
2. Policy 607. Tuition Income
3. Policy 608. Bank Accounts

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 February 2016 totaling \$2,682,468.43 per attachment Budget A.
- B. To approve food service fund bills through February 2016 totaling \$27,131.75 per attachment Budget B.
- C. To accept the following Financial Reports through January 31, 2016, 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 an agreement with Heartline Fitness Systems of Gaithersburg, MD, to perform semi-annual preventative maintenance of cardiovascular and strength equipment as detailed in Budget D. at a cost of \$383.50 per visit.
- E. To approve an agreement for professional development services by Lenovo Software, Inc. for an on-site LanSchool training at a cost of \$2,500.00 per quote marked Budget E.
- F. To approve the Comprehensive Service Agreement and Preventative Maintenance Agreements with Communication Systems, Inc. (CSI) , Allentown, PA at a cost of \$16,587.00 as itemized below and detailed in Budget F.1-7:
 1. Comprehensive Service Agreement High School IWATSU telephone and Rauland intercom & master clock systems \$4,839.00

2. Preventative Maintenance Agreement High School Auxiliary Sound systems and TV distribution \$888.00
 3. Preventative Maintenance Agreement High School CCTV system \$1,656.00
 4. Preventative Maintenance Agreement Intermediate/Middle School CCTV & security system \$1,440.00
 5. Comprehensive Service Agreement Elementary School IWATSU telephone system \$3,804.00
 6. Preventative Maintenance Agreement Elementary Intercom system \$396.00
 7. Preventative Maintenance Agreement & Manufacturer Software Assurance District-wide Genetec Access Control \$3,564.00
- G. To approve the District-wide Alarm Monitoring, Intermediate/Middle School Entry System, and Elementary School Entry System and Cameras service contract with Protect Alarms of Allentown, PA at a cost of \$4,587 as detailed in Budget G.
- H. To approve a 48-month agreement with Higher Information Group of Harrisburg, PA, at a monthly cost of \$5,347.00 for copier/printing equipment, service and supplies as detailed in Budget H.
- I. To contract with Don Kauffman’s Sewing Machines of Temple, PA, to service sewing machines for 2016-17 at a cost of \$35.00 per machine, estimated total cost for 17 machines is \$595.00 per proposal Budget I.
- J. To approve a resolution authorizing (a) the issuance of two series of General Obligation Notes to finance the refunding of the School District’s General Obligation Bonds, Series A of 2011; (b) the acceptance of a commitment letter from Fulton Bank for the purchase of the Notes on the terms and conditions established in the Resolution, and (c) the execution and delivery of all agreements, certificates and documents necessary in connection with the issuance of the Notes. Mr. Scott Kramer, RBC Capital Markets, and Mr. Peter Edelman, Bond Council, will present the results of the potential refunding and distribute documents at the meeting.
- K. To award the PEPPM bid for Network Upgrade (network hardware, cabling, and installation) to Zones, Inc. at a total cost of \$324,799.71 contingent upon the school district receiving eRate Category 2 funding for the 2016-2017 year per Budget K.

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

- March 14, 2016 – Budget Discussion
 - March 21, 2016 – Budget Work Session, 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 the newly written and/or revised Fine Arts and Practical Arts Curricula as attached and marked Superintendent A. The initial presentation was at the January 4, 2016 meeting.
- B. Approve a partnership with CONCERN for School Based Outpatient Services for Brandywine Heights Area School District students and families by providing a private location for counseling sessions at each school building level at no cost to the district as described in Superintendent B.
- C. Approve the High School Field Trip Request for approximately 16 business students to travel with 3 teacher chaperones to the FBLA State Leadership Conference in Hershey PA from April 10-13, 2016 as attached and marked Superintendent C.
- D. Approve the High School Field Trip Request for approximately 20 SADD students to travel with 2 teacher chaperones to the 2016 SADD National Conference in Pittsburgh, PA from June 26-29, 2016 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 – 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.	Ms. Angela Bucci-Herb	ES PT .5 Title I Reading (Haas)	B. Step 1	approx 3/18/2016-EOY
b.	Ms. Marissa Kauffman	ES K-2 Learning Support (Davis)	B, Step 1	approx. 3/31/2016-EOY
c.	Mrs. Melissa Molis	IS 5 th Learning Support (Hoose)	B, Step 1	retro. 2/8/2016-EOY

4. Co-Curricular Appointments

- 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 as attached and marked Personnel C.4.c.

D. Approval of 2015-16 Support Staff Substitutes – None

E. Leaves – None

F. Other Personnel Items

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 _____.