

BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
REVISED SCHOOL BOARD MEETING AGENDA
Intermediate/Middle School Large Group Instruction Room 229
May 2, 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

PRESENTATION

Grades K-3 and 4-12 Alternative Bus Transportation Configuration

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 April 4, 2016 as attached and marked Board A.
- B. To appoint _____ (current Board Treasurer - Mr. Bryan Rothermel) as Board Treasurer for a one year term beginning July 1, 2016 ending June 30, 2017.
- C. To accept the resignation of Mrs. Nancy Krauss as Board Secretary effective May 31, 2016 and to appoint Mr. Brian Pawling as Board Secretary from June 1, 2016 through June 30, 2018 (remainder of the four-year term 7/1/14 through 6/30/18).
- D. To appoint Mr. Brian Pawling, Business Manager, as the district's Berks Health Trust representative to serve beginning July 1, 2016 through June 30, 2017 (remainder of the two-year term 7/1/15 through 6/30/17).
- E. To approve a resolution permitting the Berks Tax Collection Committee (TCC) to hire third-party collection agencies to pursue unpaid earned income taxes, as attached and marked Board E.

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 April 2016 totaling \$1,729,926.86 per attachment Budget A.
- B. To approve food service fund bills through April 2016 totaling \$22,330.51 per attachment Budget B.
- C. To accept the following Financial Reports through March 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 the 2016-2017 general fund proposed final budget (PDE-2028) totaling \$32,410,498 reflecting a 0.4% real estate tax increase of 0.13 mills (32.43 mills) per attachment Budget D (PDE-2028 to be distributed at the meeting).

Note: The 2016-2017 budget is scheduled for final adoption on June 6, 2016 at 6:00 pm. The 2016-2017 General Fund Budget will be available for inspection on Tuesday, May 3, 2016 in the business office and on the District’s website www.bhasd.org. Call (610) 682-5141 or email nankra@bhasd.org with questions.

- E. To designate The National Penn Bank/Branch Banking & Trust Company, Pennsylvania School District Liquid Asset Fund (with PNC Bank), Univest Bank and Trust Co., and Wilmington Savings Fund Society Bank of Delaware as 2016-2017 depositories for district funds.
- F. To designate CBIZ Benefits & Insurance Services of PA as the 2016-2017 insurance broker of record.
- G. To appoint the law firm of Brumbach, Mancuso & Fegley PC with John M. Stott and James Mancuso as the assigned attorneys as the 2016-17 BHASD solicitor for an annual retainer of \$9,500 for meetings and an hourly fee of \$130.00 for labor, hearings and other special assignments.
- H. To approve a Resolution for 2015-16 Tax Bill (53 WILLINGTON DRIVE, MACUNGIE, PA):

RESOLVED that in accordance with the Pennsylvania Abandon Home Laws (Manufactured Home Community Rights Act – Act 261) the 2015-16 real estate tax bill issued to Wayne R. Rowen is hereby exonerated for purposes of the Berks County Tax Claim Bureau.

BE IT FURTHER RESOLVED that a revised tax bill for this property be issued to the new owner, Melissa Ohlinger for the period from September 30, 2015 to June 30, 2016.

- I. To approve extending the district's Long Term Disability plan through National Insurance Services to full-time support staff (10 and 12 month) capped at \$25,000 (same rate per 1,000 of .096).
- J. To renew the contract with the PSEA Health and Welfare Funds for Vision Insurance for administrative and professional personnel for 24 months effective July 1, 2016 through June 30, 2017 at monthly contribution rates of \$3.04 for single coverage and \$7.10 for family coverage, Budget J. (No increase from current rates)
- K. To contract with South Mountain YMCA, Wernersville, PA for the 2016-2017 Intermediate School fifth-grade environmental camp at a total fee of \$11,500.00 per attachment marked Budget K.
- L. To approve a Client Agreement with Therapy Source of Plymouth Meeting, PA, for speech therapy services at an hourly rate of \$76.00 as detailed in Budget L. (This is for the extended school year program.)
- M. To approve the annual license fee of \$1,575.00 with Netchemia, LLC of Prairie, KS for TalentEd Recruit & Hire Professional Edition (a \$75 increase).
- N. To contract with CSI Integrated Security & Communications of Allentown, PA, (Costars Contract #008-081) to provide and install wireless headset microphones, wireless lapel microphones, handheld wireless microphones, antenna management of all new and existing wireless microphone systems and a seven-user wireless intercom system for production use at the High School auditorium at a cost of \$22,466.00 as detailed in Budget N.
- O. To approve the following security upgrades to the High School:
 - 1. Contract with CSI Integrated Security & Communications of Allentown, PA, (Costars Contract #008-326) to provide, install and program 9 new security cameras and new archive server with Genetec software at the High School at a cost of \$22,510.00 as detailed in Budget O.1.
 - 2. Accept the proposal from The Bardman Co, LLC of Barto, PA, to supply and install 6-Sargent 8700 Exit Devices for the rotunda internal doors at a cost of \$8,122.00 as detailed in Budget O.2.
- P. To approve the repair proposal from Modernfold of Topton, PA, to replace 440 bleacher support wheels on the High School gymnasium bleachers at a cost of \$9,500.00 as detailed in Budget P.
- Q. To approve the 2016-2017 Maintenance Contract from Shop Specialties Incorporated Machinery Maintenance of Nazareth, PA, covering the High School general shop and art room equipment: \$1,820 plus any parts which may be required, Budget Q.
- R. To contract with Martin's Flooring, Inc. of Lancaster, PA, through NJPA cooperative purchasing quotations for the following projects:
 - 1. Furnish and install rubber tread on the Elementary School stage steps at a cost of \$6,076.83, Budget R.1. (Worker Compensation Safety Committee recommendation.)
 - 2. Furnish and install rubber tread on the Intermediate/Middle School auditorium steps at a cost of \$7,071.00, Budget R.2.
 - 3. Remove and dispose of tile, grind flooring and install transitions to the Maintenance Shop hallway in the Intermediate/Middle School at a cost of \$3,544.04, Budget R.3.
- S. ~~Item removed. To approve the proposal from Miller Flooring Company, Inc. of West Chester, PA, through KPN Cooperative Purchasing program to sand and refinish the Intermediate/Middle School gymnasium floor at a cost of \$24,095.34 as detailed in Budget S.~~

- T. To contract with **Bertolet Construction Corporation of Wernersville, PA**, for concrete sidewalk repairs at the Intermediate/Middle School and High School at a cost of **\$17,305.00**, proposal tabulation **Budget T**. (proposals due 4/29/16, results will be distributed at meeting)
- U. To award the contract for macadam repairs/replacement at the High Schools to **EJB Paving & Materials Company of West Lawn, PA** at a base bid of **\$115,277.00** plus additional services as needed based on price schedule included in bid. The bid opening was Wednesday, April 27, 2016 at 1:05 PM. Bid tabulation and recommendation by Liberty Engineering - **Budget U**. (to be distributed at meeting)
- V. To approve the Service Level Agreement with Berks County Intermediate Unit, Reading, PA, for 2016-2017 Distance Learning Option for Chinese Language Instruction at a cost of \$11,000.00 as detailed in Budget V.

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

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 High School Field Trip Request for students to travel overseas to Italy in March of 2017 as described in Superintendent A.
- B. Approve the Camp Invention program to be held at the Brandywine Heights Middle School for students entering grades 1-6 from June 13-17, 2016 at no cost to the district as attached and marked Superintendent B.

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

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 retirement of Mr. Michael Babb, High School Science Teacher, effective at the end of the 2015-16 school year as attached and marked Personnel A.1.
- 2. Accept the retirement of Mrs. Sally Mittl-Herbine, High School Life Skills Teacher, effective at the end of the 2015-16 school year as attached and marked Personnel A.2.
- 3. Accept the retirement of Mrs. Lori Walsh, High School Learning Support Teacher, effective at the end of the 2015-16 school year as attached and marked Personnel A.3.
- 4. Accept the resignation of Miss Eliza Frederick, Third Shift Custodian, effective April 20, 2016.

B. Change of Status

1. Professional Staff

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Mrs. Kelly Womack	3 rd Grade Teacher, ES	.5 STEM Teacher (new), ES	2016-17 SY

2. Support Staff – None

C. Appointments

1. Professional Staff – None

2. Support Staff

- a. Approve the following support staff members and support staff substitutes for summer custodial work:

Mary Arndt	Dawn Derstine	Tammy Dunning	Tina Levan
Cheryl Melander	James Mickey	Linda Reinert	

3. Long Term Substitute – None

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 – None
- d. Approve Athletic Event Staff and Athletic Game Managers (ticket sellers, score keepers, timers) as attached and marked Personnel C.4.d.

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

E. Leaves

- 1. Approve the revised request for a maternity leave of absence for Mrs. Erin Davis, Elementary School Learning Support Teacher from March 22 through May 26, 2016. Mrs. Davis will return to work on Tuesday, May 31, 2016 as attached and marked Personnel E.1.

F. Other Personnel Items – None

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. RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT

A. A motion to approve the Collective Bargaining Agreement between the Brandywine Heights Area School Board and the Brandywine Heights Education Association from July 1, 2016 through June 30, 2020, made by _____, and seconded by _____, as attached and marked Collective Bargaining Agreement A.

Public Comment

Board Discussion

Roll Call

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

VI. OTHER BUSINESS

Public Comment

Board Discussion

VII. ADJOURNMENT

Announcement of Executive Sessions

Public Comment

Board Discussion

A motion to adjourn made by _____, and seconded by _____.