

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
COMMITTEE OF THE WHOLE AGENDA**

High School Library

April 8, 2013

6:00 p.m.

PRESENTATION – Vision of Technology – Mr. Thomas Voelker, Elementary/Intermediate Assistant Principal and Director of Instructional Technology

DISCUSSION

- A. Capital Projects Update
- B. 2013/2014 Budget Process
- C. Outsourcing Paraprofessionals
- D. Board Requests for Information
- E. Discussion of items for approval at the April 8, 2013 Board Meeting - see agenda below.

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**

High School Library

April 8, 2013

7:00 p.m.

CALL TO ORDER

PLEDGE OF ALLIGIANCE

ROLL CALL

I. BOARD OF DIRECTORS REPORT

- A. To dispense with the reading and accept the minutes from the Regular Board Meeting held March 4, 2013 and the Special Board Meeting held March 18, 2013 as attached and marked Board A.
- B. To approve the Berks Career and Technology Center 2013-2014 budget (distributed at the March 18, 2013 Special Board Meeting) in the amount of \$15,217,597.00 of which \$629,875.00 (regular programs \$584,678.00, special education programs estimated \$45,197.00) is Brandywine Heights' share. The district is also responsible for \$101,281.00 of the Berks Career and Technology Center debt service.
- C. To appoint Nancy Krauss as the Brandywine Heights Area School District Trustee to the Berks County School Districts Health Trust for a two year term July 1, 2013 – June 30, 2015.

To accept the committee reports and make them part of the minutes.

Committee Reports:

BCIU – Mrs. Huhn

BCTC – Mr. Bollinger

Berks EIT/Berks TCC – Mrs. Lamaestra

Council on Legislative Action – Mr. Heffner

Policy Committee – Mr. Groff

Strategic Planning/Goals – Mrs. Huhn

Student Representatives – Adam Pritchard, Zachary Miller

II. BUDGET/FINANCE/PROPERTY/TRANSPORTATION

- A. To approve general fund bills for the month of March totaling \$2,368,154.44 per attachment Budget A.

- B. To approve food service fund bills for the month of March totaling \$30,191.83 per attachment Budget B.
- C. To accept the following Financial Reports for January 31, 2013 and February 28, 2013, unless otherwise noted: **REPORTS NOT YET AVAILABLE**
 - a. General Fund - Revenue /Expenditure/Fund Balance – Budget C.a.
 - b. Food Service Fund - Revenue /Expenditure – Budget C.b.
 - c. Construction Fund - Revenue/Expenditure – Budget C.c.
 - d. General Fund Schedule of Outstanding Investments - Budget C.d.
 - e. Construction Fund - Detailed Activity Report through April 8, 2013 - Budget C.e.
 - f. Student Activity & Trust Fund – Budget C.f.
- D. To approve a contract with The Devereux Foundation of King of Prussia, PA, to provide special education services in their Vocational Pewter Shop for one student at a cost of \$8.00 per 15-minutes as detailed in Budget D.
- E. To authorize the administration to develop a Special Education Placement Contract to make student slots in low-incident special education programs available to other school districts.
- F. To approve the Service Level Agreement with Berks County Intermediate Unit for eFinancePlus Support Services for 2013/2014 at a cost of \$28,583.00 (includes upgrade to eFinancePlus 5.0) and 2014/2015 at a cost of \$22,137.00 as detailed in Budget F.
- G. To approve a contract with Crystal Environmental Services Co, Inc. of Blue Bell, PA, to conduct the Three-Year AHERA Re-inspection at a cost of \$885.00 as outlined in Budget G.
- H. To approve an agreement with Frontline Technologies, Inc. of Exton, PA, for VeriTime employee time tracking at a cost of \$7,000.00 (\$4,000.00 annual fee, \$1,500.00 system setup, and \$1,500.00 training) as detailed in Budget H.
- I. To contract with Coventry Property Services of Spring City, PA, to provide 2013-14 turf maintenance and service per specifications for the low bid of \$15,305.00 as detailed in Budget I.
- J. To approve the list of technology items identified in Budget J. as unneeded/unnecessary equipment and authorize the administration to dispose of the items by posting them for sale on Municibid.
- K. To approve a contract with Ace Electric of Allentown, PA for the Intermediate/Middle School Lighting Replacement Project at a cost of \$18,775.00, proposal tabulation Budget K.
- L. To approve a contract with the Breneman Company of Lancaster, PA, (COSTAR # 008-128) for the Intermediate/Middle School Tennis Court Repairs and Surface Repainting Project at a cost of \$12,500.00 as detailed in Budget L.

Note: The following Budget Workshops have been advertised:

April 15, 2013 6:00 PM High School Library – Transportation, Operations/Maintenance, Athletic, Central Admin/Board, Services/Business Operations, Instructional Technology

April 22, 2013 6:00 PM High School Library – Fund Balance, Revisit Revenue, Taxes, Final Revisions

Note: The PA Department of Education has approved the District's referendum exception for Budget Year 2013-2014 totaling \$266,063 for Retirement Contributions.

III. SUPERINTENDENT'S REPORT

- A. Authorize a Resolution for Dr. Martin Handler, Superintendent, to use an electronic signature to sign contracts, execute agreements, grants and/or licenses with the Pennsylvania Department of Education as attached and marked Superintendent A.

- B. Approve Dr. Handler to attend the School Safety Forum hosted by the K-12 Professional Development Series of the Greyfriars Institute LLC, on April 9, 2013 for a fee of \$150.00 plus mileage.
- C. Approve two new High School Clubs as attached and marked Superintendent C.
 - Lock Club (plans are to include fundraising and will require an activity account)
 - Hacky Sack Club (non-fundraising)
- D. Approve a one-to-one technology device initiative for students in grades K-12.
- E. Approve the purchase of Dell Latitude 10 tablets at a cost not to exceed \$80,000 as included in the 2012-13 Curriculum & Instruction Budget.

Informational Reports

Elementary & Intermediate Schools - Mrs. Zuidema
 Middle School - Dr. Johnson
 High School - Mrs. Piperato
 Athletic Report – Mr. Kurzweg
 Instructional Technology Report – Mr. Voelker
 Enrollment Report

IV. PERSONNEL REPORT

- A. Resignations/Retirements/Terminations
 - a. Accept the resignation of Mr. Andrew Brooks, part time Middle School Custodian, effective April 4, 2013 as attached and marked Personnel A.a.
 - b. Accept the resignation of Mrs. Kelly Shaw, High School Social Studies Teacher, effective June 6, 2013 as attached and marked Personnel A.b.
 - c. Terminate the employment of Mr. Kyle Hoffa, High School Third Shift Custodian, effective April 3, 2013 as attached and marked Personnel A.c.
- B. Change of Status - None
 - a. Professional Staff – None
 - b. Support Staff – None
- C. Appointments
 - a. Professional Staff – None
 - b. Support Staff – None
 - c. Long Term Substitute – Professional – None
 - d. Short Term Substitute – Professional – None
 - e. Additional Co-Curricular Appointments – Salaries to be determined per contract settlement. – None
 - f. Additional Co-Curricular Athletic Appointments – Salaries to be determined per contract settlement.

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
Ms. Jessica Franko	HS Girls Volleyball Head Coach (2013-14)	\$4,031 (plus years of service)	4/8/2013

- D. Approval of additions to the Substitute Lists
 - a. Professional Substitutes
 - Ms. Marissa Martin, Elementary K-6
 - Ms. Christy Jones, Guest Teacher, K-12
 - Mr. Jason Mossburg, Guest Teacher, 6-12 English/Social Studies
 - b. Support Staff Substitutes – None

- E. Leaves
 - a. Approve an extended medical leave of absence for Mrs. Judith Repko, 3rd Grade Elementary Teacher, through the end of the 2012-13 school year as attached and marked Personnel E.a.
 - b. Approve the request for a maternity leave of absence for Mrs. Maria Sproat, Intermediate Learning Support Teacher, from approximately May 29, 2013 through the end of the 2013-14 school year as attached and marked Personnel E.b.
 - c. Approve the request for a medical sabbatical for Ms. Lori Angstadt for the 2013-14 school year as attached and marked Personnel E.c.
 - d. Approve the request for professional development leave for Mrs. Kirsten Paxson for the 2013-14 school year as attached and marked Personnel E.d.
- F. Absence Without Pay – None
- G. Other Personnel Items
 - a. Approve the increase in hours from 6 (part time) to 7.5 per day (full time) for an elementary special education instructional aide position as detailed in attachment G.a.
 - b. Approve Mrs. Joyce Esser, Middle School FCS Teacher, as a home bound instructor for the 2012-13 school year.

V. OTHER BUSINESS

- A. Brief Budget Workshop to make up for the March 25, 2013 Budget Workshop that had been postponed due to inclement weather.