

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT**  
**SCHOOL BOARD MEETING AGENDA**  
Intermediate/Middle School Large Group Instruction Room 229  
September 8, 2014  
6:00 p.m.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

\_\_\_ Mr. Bieber            \_\_\_ Ms. Eyrich            \_\_\_ Mr. Groff            \_\_\_ Mrs. Grossman    \_\_\_ Mr. Heffner  
\_\_\_ Mrs. Huhn            \_\_\_ Mrs. MacMillan       \_\_\_ Mr. Porr            \_\_\_ Mr. Rothermel

**DISCUSSION**

Discussion of items for approval at the September 8, 2014 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 Board Meeting held August 4, 2014 and the Special Board Meeting held August 18, 2014 as attached and marked Board A.
- B. Approve the 2014-15 District Goals as attached and marked Board B.

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

BCIU – Mrs. Huhn  
BCTC – Mr. Groff  
Berks EIT/Berks TCC – Mr. Bieber  
Council on Legislative Action – Mr. Heffner  
Policy Committee – Mrs. Grossman  
Strategic Planning/Goals – Mrs. Huhn  
Community Engagement – Mrs. Huhn

***Public Comment***

***Board Discussion***

***Roll Call***

\_\_\_ Mr. Bieber            \_\_\_ Ms. Eyrich            \_\_\_ Mr. Groff            \_\_\_ Mrs. Grossman    \_\_\_ Mr. Heffner  
\_\_\_ Mrs. Huhn            \_\_\_ Mrs. MacMillan       \_\_\_ Mr. Porr            \_\_\_ Mr. Rothermel

## **II. BUDGET/FINANCE/PROPERTY/TRANSPORTATION**

*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 for the month of August totaling \$2,276,475.02 per attachment Budget A.
- B. To approve food service fund bills for the month of August totaling \$10,117.93 per attachment Budget B.
- C. To accept the following Financial Reports through June 30, 2014 unaudited, unless otherwise noted:
  - 1. General Fund - Revenue/Expenditure/Fund Balance - C.1.
  - 2. Food Service Fund - Revenue/Expenditure - C.2.
  - 3. Construction Fund - Revenue/Expenditure - C.3.
  - 4. General Fund Schedule of Outstanding Investments - Budget C.4.
  - 5. Student Activity & Trust Funds - No report.
- D. To approve the 2013-2014 closing budget transfers per attachment marked Budget D.
- E. To approve an agreement with Richard J Caron Foundation, Wernersville, PA for Student Assistance Program services at the Elementary, Intermediate, Middle and High School for 2014-15 at a cost to the District of \$7,283 for extended services at the High School of one day per week (6-1/2 hours) see Budget E. The Elementary, Intermediate and Middle School programs are funded through the Council on Chemical Abuse at no cost to the district.
- F. Pursuant to the new rating agency criteria regarding “Events of Default and Remedies”, approve the attached Resolution authorizing an amendment to the School District’s Loan Agreement (with Delaware Valley Regional Finance Authority). Budget F.
- G. To approve Special Education contracts for services for the 2014-15 school year as follows:
  - 1. Tuition Agreements with Hogan Learning Academy of Fleetwood, PA, to provide special education services for two students at a cost of \$365 per day per student, Budget G.1.
  - 2. Rita Robertson of Kutztown, PA, for Vision Support Services at a cost of \$100.00/hour per, Budget G.2.
  - 3. BCIU for Special Education Services for the 2014-15 school year at an estimated cost \$35,119.00 as detailed in Budget G.3.
  - 4. Carbon Lehigh Intermediate Unit (CLIU) for Special Education Related Services for the 2014-15 school year at a cost of \$90 per enrolled day as detailed in Budget G.4.
- H. To approve renewing United Concordia of Harrisburg, PA, as dental plan administrator through the Lehigh Valley Business Consortium for calendar year 2015 with no change in the fee of \$2.25 per employee per month.
- I. To approve a contract with KRE Security/Investigations, Inc. of Hamburg, PA, to provide security services at athletic events as detailed in Budget I.
- J. To approve the purchase of a True Food Service Equipment Model #TAC-14GS-LD Open Merchandiser refrigerator as detailed in Budget J. for the Intermediate/Middle School food service program from Singer Equipment Company of Elverson, PA, at a cost to the food service fund of \$3,187.42 installed, through State Contract # 4400011968.

- K. To approve the agreement with Longswamp Learning Center to operate before and after school child care at the Elementary School for the 2014-2015 school year as detailed in Budget K.

**Public Comment**

**Board Discussion**

**Roll Call**

\_\_\_ Mr. Bieber            \_\_\_ Ms. Eyrich            \_\_\_ Mr. Groff            \_\_\_ Mrs. Grossman    \_\_\_ Mr. Heffner  
\_\_\_ Mrs. Huhn            \_\_\_ Mrs. MacMillan      \_\_\_ Mr. Porr            \_\_\_ Mr. Rothermel

**III. SUPERINTENDENT’S REPORT**

*A motion to approve the items under the Superintendent’s Report made by \_\_\_\_\_, and seconded by \_\_\_\_\_.*

- A. Approve Mr. Andrew Potteiger, Superintendent, to attend the BCIU 2014 Superintendents' Academy at the University of Pennsylvania on October 29, 30, and 31, 2014 at the cost of mileage.
- B. Approve the 2014-15 Dual Enrollment Agreement between Reading Area Community College (RACC) and Brandywine Heights Area School District as attached and marked Superintendent B.
- C. Approve the 2014-15 Dual Enrollment Agreement between Lehigh Carbon Community College (LCCC) and Brandywine Heights Area School District as attached and marked Superintendent C.

**Informational Reports**

Instructional Technology Report – Mr. Voelker  
Athletic Report – Mr. Kurzweg  
District Enrollment Report – Mr. Potteiger

**Public Comment**

**Board Discussion**

**Roll Call**

\_\_\_ Mr. Bieber            \_\_\_ Ms. Eyrich            \_\_\_ Mr. Groff            \_\_\_ Mrs. Grossman    \_\_\_ Mr. Heffner  
\_\_\_ Mrs. Huhn            \_\_\_ Mrs. MacMillan      \_\_\_ Mr. Porr            \_\_\_ Mr. Rothermel

**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
  - 1. Accept the resignation of Mrs. Sarah Bettenhausen, Elementary Second Grade Teacher, effective August 20, 2014 as attached and marked Personnel A.1.
  - 2. Accept the resignation of Mrs. Jessica Justiniano, High School Mathematics Teacher, effective August 11, 2014 as attached and marked Personnel A.2.

B. Change of Status

1. Professional Staff

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Mrs. Mary Darrach	Director of Special Education	Director of Pupil Services	8/25/2014

C. Appointments

1. Professional Staff

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
Ms. Stephanie Cullen	MS Music/Band (German)	B, Step 2	8/18/2014

2. Support Staff

Mr. Eric Stout	Maintenance/Courier 8hrs/260 days	\$12.50/hr	TBA pending clearances
Mr. Guy Trengue	IS/MS Dishwasher 2 hrs/day, 2 days/wk	\$7.25/hr	9/9/2014 pending clearances

3. Long Term Substitute – Professional

Ms. Emilie Cipa	ES 2 <sup>nd</sup> Grade (Bettenhausen)	B+24, Step 1	8/18/2014
Mrs. Rikki Savidge	IS 5 <sup>th</sup> Grade (Reifsnyder)	B+24, Step 1	8/18/2014
Ms. Morgan Fox Geske	HS .5 Mathematics (Small)	B, Step 1	8/18/2014-1/15/2015
Ms. Rebecca Guzie	IS 5 <sup>th</sup> Grade Learning Support (Levengood)	B, Step 1	approx. 10/9-12/23/2014

4. Short Term Substitute – Professional – None

5. Co-Curricular Appointments

a. Instructional Co-Curricular appointments

1. Approve the following professional staff members to serve as Department Heads for the 2014-15 school year per the BHEA Collective Bargaining Agreement:

<u>Name</u>	<u>Department</u>
Mrs. Wendy Pristash	Business
Mrs. Kirsten Paxson	English
Dr. Mark Graham	Fine Arts
Mrs. Susan Thomas	Foreign Language
Mrs. Jessica Lapinski	Health/PE/Practical Arts
Mr. Frank Gallagher	Math
Dr. Kevin Dolan	Science
Ms. Janet Huston	Social Studies
Mr. Nathaniel Bentley	Special Education

- b. Athletic Co-Curricular appointments per the BHASD School Board salary schedule as attached and marked Personnel C.5.b.

- c. Approve the salary schedule for Instructional and Athletic Co-Curricular positions established by the Board of Directors as attached and marked Personnel C.5.c.

D. Approval of additions to the 2014-15 Substitute Lists

1. Professional Substitutes

- Ms. Rachel Belletiere, English 7-12
- Ms. Sarah Brown, BCIU Guest Teacher

Ms. Michele DeLillo, Elementary K-6, Special Education N-12  
 Ms. Kelly Detweiler, Elementary PK-4  
 Ms. Bethany DeWalt, Elementary PK-4  
 Ms. Diane Fitti, BCIU Guest Teacher  
 Ms. Lisa Gauker, BCIU Guest Teacher  
 Ms. Rebecca Guzie, Elementary K-6, Middle Level English 7-9  
 Ms. Colleen Hayduk, Mathematics 7-12  
 Ms. Adrienne Ketterer, Elementary K-4  
 Ms. Ms. Wendy Linton Lessar, BCIU Guest Teacher  
 Mr. Kenneth Martin, BCIU Guest Teacher  
 Ms. Ainsley Matz, Elementary K-6  
 Ms. Megan Ramirez, Elementary K-6  
 Ms. Cynthia Santos, BCIU Guest Teacher  
 Ms. Kayla Welsh, BCIU Guest Teacher  
 Ms. Kerianne Veltri, Early Childhood PK-4, Special Ed PK-8  
 Ms. Lindsay Yeakel, Elementary K-6  
 Mr. Leonard Yerger, BCIU Guest Teacher  
 Ms. Bonnie Yurvati, BCIU Guest Teacher

2. Support Staff Substitutes

E. Leaves

1. Accept the FMLA unpaid leave of absence for Mr. Troy Adam, Maintenance/Courier, beginning August 1, 2014. Mr. Adam will exhaust accumulated paid days followed by unpaid days until his anticipated retirement on September 22, 2014.
2. Accept the medical leave of absence for Mr. Bo Ortt, IS/MS Custodian, beginning July 31, 2014. Mr. Ortt will exhaust accumulated paid days followed by unpaid days until his anticipated return September 15, 2014.

F. Other Personnel Items

1. Approve the practice of allowing part time support staff employees to work as support staff substitutes as needed, at the discretion of the administration.
2. Approve the following professional staff members to serve as mentors to new teachers during the 2014-15 school year. A stipend of \$650 will be prorated based on the duration of the assignment.

<u>Mentor</u>	<u>New Teacher (in place of)</u>
Mrs. Lisa Bieber, IS/MS Learning Support	(1 <sup>st</sup> Sem) Ms. Jennie Hoose, IS 5th Gr Learn. Sup. (Kelly)
Mrs. Lisa Bieber, IS/MS Learning Support	(1 <sup>st</sup> Sem) Ms. Rebecca Guzie, LTS IS 5 <sup>th</sup> Gr. Learn. Sup. (Levengood)
Mrs. Nancy Chmielewski, MS Music	Ms. Stephanie Cullen, MS Music (German)
Mrs. Nancy Graber, ES 2 <sup>nd</sup> Grade	Mr. Robert Hogan, LTS ES 3rd Grade (Keller)
Mrs. Lyndsay Levengood, IS 4 <sup>th</sup> Learning Support	(2 <sup>nd</sup> Sem) Ms. Jennie Hoose, IS 5th Gr Learn. Sup. (Kelly)
Mrs. Cathy Ohl, ES 3 <sup>rd</sup> Grade	Ms. Kelly Detweiler, LTS 3 <sup>rd</sup> Grade (Womack)
Mrs. Kirsten Paxson, HS English	Ms. Laura Bryzski, HS .375 English (DeLong)
Mrs. Cynthia Rissmiller, ES 2 <sup>nd</sup> Grade	Ms. Emilie Cipa, LTS ES 2 <sup>nd</sup> Grade (Bettenhausen)
Mrs. Jennifer Snyder, ES Reading	Ms. Lyndsay Yeakel, LTS Reading (Farina)
Mrs. Susan Thomas, HS German	Mrs. Mary Gomez-Sollenberger, HS Spanish (Brown)
Mrs. Susan Trupp, IS 5 <sup>th</sup> Grade	Mrs. Rikki Savidge, LTS IS 5th Grade (Reifsnyder)
Mrs. Angela Warsing, HS Spanish	Mrs. Lauren Gardner, DW ESL (Warsing)

***Public Comment***

***Board Discussion***

***Roll Call***

\_\_\_ Mr. Bieber  
\_\_\_ Mrs. Huhn

\_\_\_ Ms. Eyrich  
\_\_\_ Mrs. MacMillan

\_\_\_ Mr. Groff  
\_\_\_ Mr. Porr

\_\_\_ Mrs. Grossman  
\_\_\_ Mr. Rothermel

\_\_\_ Mr. Heffner

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