

BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING AGENDA
Intermediate/Middle School Large Group Instruction Room 229
April 28, 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

ACKNOWLEDGEMENT – United Way Carl E. LeVan Award – Andrew Potteiger

United Way of Berks County has presented Brandywine Heights Area School District with the Carl E. LeVan Award. The award is presented in memory of Carl E. LeVan and his 35 years of dedicated service to the Red Cross to a nonprofit organization that has shown outstanding dedication to United Way of Berks County. The District United Way representatives are Mr. Gary Gordon and Ms. Karey Dirsra.

PRESENTATIONS – Newly Revised Curricula

Science – Dr. Kevin Dolan, Department Chair
Health/Physical Education – Mrs. Jessica Lapinski, Department Chair
Computer/Information Technology – Mrs. Wendy Pristash, Department Chair

DISCUSSION

Discussion of items for approval at the April 28, 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 April 7, 2014 as attached and marked Board A.
- B. Approve a Resolution Opposing Restricting Federal Medical Assistance Reimbursement as attached and marked Board B.
- C. Appoint _____ (current Board Treasurer - Mr. Bryan Rothermel) as Board Treasurer for a one year term beginning July 1, 2014 ending June 30, 2015
- D. Appoint Ms. Nancy K. Krauss as Board Secretary for a four year term beginning July 1, 2014 and ending June 30, 2018.

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
Student Representatives – Matei Jordache and Tyler Reign

Public Comment

Board Discussion

Roll Call

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

G. 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 March totaling \$1,438,016.35 per attachment Budget A.
- B. To approve food service fund bills for the month of March totaling \$31,304.97 per attachment Budget B.
- C. To accept the following Financial Reports through March 31, 2014, 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 Fund - Budget C.5.
- D. To approve the 2014-2015 general fund proposed final budget (PDE #2028) totaling \$29,810,938 reflecting a 0.7% real estate tax increase of 0.232 mills (from 32.3 mills 2013-14 to 32.532 mills 2014-15) per attachment Budget D (PDE-2028 to be distributed at the meeting).

Note: The 2014-2015 budget is scheduled for final adoption on June 2, 2014 at 6:00 pm. The 2014-2015 General Fund Budget will be available for inspection on Tuesday, April 29, 2014 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 appoint Dr. Mary D Fabian, MD of Allentown, PA, as the school physician for the 2014-2015, 2015-2016, and 2016-2017 school years at the following rates:

2014-2015: \$13.00 per physical, \$50.00 per hour for other services
2015-2016: \$14.00 per physical, \$52.00 per hour for other services
2016-2017: \$15.00 per physical, \$54.00 per hour for other services

- F. To appoint Alan J. Robertson, D.D.S. of Kutztown, PA, as the school dentist for the 2014-2015, 2015-2016 and 2016-2017 school years at a rate of \$4.00 per exam for 2014-2015, \$4.50 per exam for 2015-2016, and \$5.00 per exam for 2016-2017. (Proposal tabulation Budget F.)
- G. 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, 2014 through June 30, 2016 at monthly contribution rates of \$3.04 for single coverage and \$7.10 for family coverage. (The rates are 2% less than previous contract, \$3.10 single/\$7.24 family)
- H. To designate The National Penn Bank, Pennsylvania School District Liquid Asset Fund, Valley Green Bank, and Wilmington Savings Fund Society Bank of Delaware as 2014-15 depositories for district funds.
- I. To designate CBIZ Benefits & Insurance Services of PA as the 2014-15 insurance broker of record.
- J. To authorize the Business Manager to seek bids for Elementary School Gym Wall Padding repair or replacement (maximum cost \$25,000 in maintenance plan, to be completed summer 2014).
- K. To approve the 2014-2015 Maintenance Contracts per attachment marked Budget K. a-g:
 - 1. Fire Extinguisher and Hood Inspection and Service: Falcon Fire & Safety Co., Downingtown, PA, \$1,544.10, plus hydro/recharge costs
 - 2. Kitchen Exhaust Hood Cleaning: Falcon Fire & Safety Co., Downingtown, PA, \$1,400.00
 - 3. Shop Specialties Incorporated Machinery Maintenance of Nazareth, PA, covering the High School general shop: \$1,480 plus any parts which may be required.
 - 4. Generators: Reading Electric of Reading, PA, at a total annual cost of \$1,700.00
 - 5. High School Dust Collector Fire Suppression System: SSI Fire & Explosion Protection of Pennsburg, PA, at a total annual cost of \$660.00.
 - 6. Comprehensive Service Agreement and Preventative Maintenance Agreements: Communication Systems, Inc. (CSI) , Allentown, PA \$16,403.00 as itemized below:
 - a. Comprehensive Service Agreement High School IWATSU telephone and Rauland intercom & master clock systems \$4,839.00
 - b. Preventative Maintenance Agreement High School Auxiliary Sound systems and TV distribution \$884.00
 - c. Preventative Maintenance Agreement High School CCTV system \$1,656.00
 - d. Preventative Maintenance Agreement Intermediate/Middle School CCTV & security system \$1,440.00
 - e. Comprehensive Service Agreement Elementary School IWATSU telephone system \$3,800.00
 - f. Preventative Maintenance Agreement Elementary Intercom system \$396.00
 - g. Preventative Maintenance Agreement & Manufacturer Software Assurance District-wide Genetec Access Control \$3,288.00
- L. To contract with Martin's Flooring, Inc. of Lancaster, PA, for the removal of carpet, and the purchase and installation of VCT tile in the Middle School Faculty Room and Athletic Office/Sound System Room as detailed in Budget L. at a cost of \$3,280.00 (\$2,415.00 faculty room, \$865.00 athletic office).
- M. To contract with CSI Integrated Security & Communications of Allentown, PA,(CoStars Contract #003-081) to provide and install additional security cameras and alarm keypad at the Intermediate/ Middle School at a cost of \$7,011.00 as detailed below and in Budget M. a.-d. (capital project fund):
 - 1. Camera in Gym Hallway facing outside entrance: \$2,257.00
 - 2. Camera in corner of Auditorium facing outside entrance: \$1,437.00

- 3. Camera in hallway in Special Education Office wing facing outside entrance: \$2,227.00
- 4. Alarm Keypad at Maintenance Entrance: \$1,090.00

- N. To contract with Hursh’s Landscaping, Inc. of Emmaus, PA, to provide 2014-2015 turf maintenance and service per specifications for the low bid of \$22,899.00 as detailed in Budget N.

- O. To contract with Ace Electric, Inc. of Allentown, PA, for the Elementary School Lighting Replacement Project at a base proposal cost of \$14,635.00, any additional work would be at an hourly rate of \$87.00, proposal tabulation Budget O.

- P. To contract with _____ of _____, PA, for Elementary School Water Heater Replacement at a cost of \$_____, proposal tabulation Budget P.

- Q. To contract with _____ of _____, PA, for concrete sidewalk repairs at the Elementary School and Intermediate/Middle School at a cost of \$_____, proposal tabulation Budget Q. (to be distributed at meeting)

- R. To award the contract for macadam repairs/replacement at the Intermediate/Middle & Elementary Schools to _____ of _____, PA at a base bid of \$_____ plus additional services as needed based on price schedule included in bid. The bid opening was held Friday, April 25, 2014 at 9:05 AM. Bid tabulation and recommendation by Liberty Engineering - Budget R. (to be distributed at meeting)

- S. To contract with the _____ of _____, PA, for the High School Tennis Court Repairs and Surface Repainting Project at a cost of \$_____ as detailed in Budget S. (to be distributed at meeting)

- T. To approve a thirty-seven month agreement for Information Technology Support with Higher Information Group, LLC of Harrisburg, PA effective July 1, 2014 at a monthly cost of \$15,380.13 as detailed in the Budget T. This agreement would add a third technician, replace the third year of the existing agreement, and extend the agreement for services until July 31, 2017 to coincide with the expiration of the existing network equipment lease.

- U. To appoint John M. Stott of Brumbach, Mancuso & Fegley P.C. as the 2014-15 BHASD solicitor for a retainer of \$9,500 and hourly fee of \$125.00 for negotiations, hearings and other special assignments. (Retainer increase from \$8,500 – first retainer increase in 10 years, no change in hourly rates.)

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. Adopt newly written and revised curricula for K-12 Science, Health/Physical Education, Computer/Information Technology courses as presented at the meeting and described in Superintendent A. *Final approval of curricula will be requested at the June 2, 2014 meeting.*

Informational Reports

- Food Services Audit – Mr. Potteiger and Mrs. Krauss
- Biomass Boiler Heating System Presentation – Mr. Potteiger
- Athletic Report – Mr. Kurzweg
- Instructional Technology Report – Mr. Voelker
- District Enrollment Report

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 – None
- B. Change of Status

- 1. Professional Staff – None
- 2. Support Staff

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Mrs. Rosanne Kegerise	District Registration Secretary (7.5 hrs/10 month)	HS Asst. Principal/ Attendance Secretary (8 hrs/10 month)	7/1/2014

- C. Appointments

- 1. Professional Staff – None
- 2. Support Staff

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
Mr. Ronald Howells	HS PT 2 nd Shift 4/hr Custodian	\$9.50/hr	3/21/2014

- 3. Long Term Substitute – Professional – None
- 4. Short Term Substitute – Professional – None
- 5. Co-Curricular Appointments – as attached and marked Personnel C.5.
(Salaries to be determined per contract settlement.)
- 6. Co-Curricular Athletic Appointments – None

D. Approval of additions to the Substitute Lists – None

E. Leaves

1. Approve the request for FMLA unpaid medical leave for Mrs. Pamela Karom, Elementary Library Aide from April 9, 2014 through approximately April 30, 2014 as attached and marked Personnel E.1.

F. Other Personnel Items

1. Approve the new position of Special Education Transition Coordinator as attached and marked Personnel F.1.

Public Comment

Board Discussion

Roll Call

___Mr. Bieber ___Ms. Eyrich ___Mr. Groff ___Mrs. Grossman ___Mr. Heffner
___Mrs. Huhn ___Mrs. MacMillan ___Mr. Porr ___Mr. Rothermel

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 _____.