

BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
REVISED SCHOOL BOARD MEETING AGENDA
Intermediate/Middle School Large Group Instruction Room 229
June 30, 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

RATIFICATION OF COLLECTIVE BARGAINING AGREEMENT

A motion to approve the Collective Bargaining Agreement between the Brandywine Heights Area School Board and the Brandywine Heights Education Association from July 1, 2012 through June 30, 2016, made by _____, and seconded by _____.

Public Comment

Board Discussion

Roll Call

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

PRESENTATION

School Safety Plan – Mr. Josh Ziatyk, High School Assistant Principal and Mr. Michael Wetzel, Director of Buildings and Grounds

DISCUSSION

Discussion of items for approval at the June 30, 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 June 2, 2014 as attached and marked Board A.
- B. To approve the first reading of Policy 810.2 Transportation – Video/Audio Recordings 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 May totaling \$2,163,381.10 per attachment Budget A.
- B. To approve food service fund bills for the month of May totaling \$23,946.50 per attachment Budget B.
- C. To accept the following Financial Reports through May 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 2013-2014 contracts for online education services as follows:
 - 1. Secondary Program (6-12): Connections Learning of Baltimore, MD contract for ROADS Learning Management System for secondary students with pricing as detailed in Appendix B of Budget D.1. (formerly Advanced Academics)
 - 2. Elementary & Secondary Program (Kdg. – 12): Connections Learning of Baltimore, MD, contract renewal for virtual education services for K-12 students at an annual cost of \$3,750 per seat, course fee of \$750 per student per year (first of five one-year renewals in existing contract, original contract approved for 2013-2014).
 - 3. Elementary & Secondary Program (Kdg. - 12): Fuel Education LLC of Herndon, VA, fulltime 6 concurrent credits \$2,500/student, 5 concurrent credits \$2,160/student, 4 concurrent credits \$1,820/student, grades Kdg. – 8 full year single courses \$250/student, grades 9-12 semester single courses \$200/student as detailed in Budget D.3. (formerly K12 Virtual Schools)
 - 4. Special Education Program: Educere, LLS of Ambler, PA, for Educere K-12 Virtual Education Services including Founders Education program for special needs students pricing with as detailed in Appendix A of Budget D.4.
- E. To approve renewing the following agreements with Frontline Technologies, Inc. of Exton, PA, for 2014/2015
 - 1. AESOP Automated Substitute Placement and Absence Management system as detailed in Budget E.1. Annual fee based on current staffing is estimated at \$5,348.20 (\$2.60 per employee with sub-calling and \$1.82 per employee with absence reporting only).

2. Veritime Automated Time and Attendance system as detailed in Budget E.2. at an annual fee of \$3,000.00.
- F. To approve continuation of Sweet, Stevens, Katz & Williams as special counsel for matters related to special education for 2014-2015 (same rates as 2013-2014):
- Routine matters attorney rate \$140/hr., legal assistant \$115/hr.
 - Non-routine matters attorney rate \$185/hr., legal assistant \$115/hr.
- G. To approve renewal of the contract with Renaissance Learning, Inc. of Wisconsin Rapids, WI, for 2014/2015 STAR Early Literacy Renaissance Place at a cost of \$3,950.00 as detailed in Budget G. (same price as 2013-2014)
- H. To approve a contract with Stericycle of Northbrook, IL, for 2014-2015 Infectious and Chemotherapeutic Waste Removal at a cost of \$236.50/month (9 months \$2,128.50) as detailed in Budget H.
- I. To approve the 2014-2015 Property and Casualty Insurance through _____ as recommended by the District’s insurance broker and detailed Budget I. for a total premium of \$_____. Information to be distributed at meeting
- J. To approve the list of unneeded/unnecessary equipment marked Budget J., and authorize the administration to recycle/dispose of the items.
- K. To approve an agreement with School Operations Services Group, Inc. of Malvern, PA, to provide food service consulting services July 1, 2014 through June 30, 2015 at a monthly cost of \$3,500 as outlined in Budget K. (same price as 2013-14)
- L. To approve the 2014/2015 BHASD Food Service Budget in the amount of \$655,318 per Budget L.
- M. To approve the 2014-2015 School Breakfast and Lunch Prices as follows:

| Full Price Meal | 2014-2015 Price | 2013-2014 Price |
|--------------------------|------------------------|-----------------|
| Student Breakfast | | |
| Elementary School | \$1.75 | \$1.75 |
| Intermediate School | \$1.75 | \$1.75 |
| Middle School | \$2.00 | \$2.00 |
| High School | \$2.00 | \$2.00 |
| Adult Breakfast | \$3.00 | \$3.00 |
| Student Lunch | | |
| Elementary School | \$2.60 | \$2.50 |
| Intermediate School | \$2.60 | \$2.50 |
| Middle School | \$2.85 | \$2.75 |
| High School | \$2.85 | \$2.75 |
| Adult Lunch | \$4.50 | \$4.50 |

- N. To approve Audiological Service of Harrisburg, PA, to provide annual calibration of the district’s three audiometers at a cost of \$48.50 per meter. (same price as 2013-2014)
- O. To contract with CSI Integrated Security & Communications of Allentown, PA,(CoStars Contract #003-081) to provide and install external security cameras at the Intermediate/ Middle School bus pick-up/drop-off area at a cost of \$8,862.00 as detailed below and in Budget O. (capital project fund):
- P. To authorize the administration to take the following actions for student and staff technology (Refer to chart in Instructional Technology report):
 - 1. Revise the existing Four-Year Lease Agreement (for 855 Lenovo ThinkPad Tablet 2 student devices for K-8 and 105 Lenovo ThinkPad Twist S230u K-8 teacher devices) through Lenovo Financial Services of Jacksonville, FL to exchange the 855 student devices to Lenovo Yoga 11e and add one year to the leased (through 2017/18) with no change in the annual installment amount of \$120,545.93. (keep existing K-8 teacher devices)
 - 2. Exchange the 175 district owned Lenovo ThinkPad Tablet 2 devices for Lenovo Yoga 11e devices (even exchange – no additional cost).
 - 3. Enter into an additional Four-Year Lease Agreement (2014/15 through 2017/18) for 560 Lenovo Yoga 11e devices for students grades 9-12, 60 Lenovo Yoga S1 devices for high school teaching staff, and 15 Lenovo M93 devices for district-wide office staff through Lenovo Financial Services of Jacksonville, FL in the amount of \$356,041.05 (annual installments of \$90,396.18), with an interest rate of 0.0% as detailed in Budget P.3 (authorized signer – Business Manager).
- Q. To contract with Adobe Systems Incorporated of San Jose, CA, through the Lancaster-Lebanon Intermediate Unit 13 Statewide Software purchasing consortium for a three-year Enterprise Term License – Creative Cloud for Education and Adobe’s Digital Publishing Suite for Education at a total cost of \$10,762.50 to be paid in annual installments of \$3,587.50 as detailed in Budget Q.
- R. To approve refunding the General Obligation Series 2011B Bond Issue based on the information provided by RBC Capital Markets. Mr. Scott Kramer, RBC Capital Markets, will present the results of the potential refunding at the meeting.

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 recommended textbooks (first introduced at the June 2, 2014 meeting) to support the newly aligned curricula for K-12 Science as attached and marked Superintendent A.
- B. Adopt recommended textbooks (first introduced at the June 2, 2014 meeting) to support the newly aligned curricula for K-12 Health as attached and marked Superintendent B.
- C. Approve Mathematics curricula for the courses Foundations of Algebra, Algebra I and Algebra II as presented on April 28, 2014 as a result of the realignment of secondary math courses due to state

assessment requirements. Curricula will be distributed at meeting. (*Final approval scheduled for August 4, 2014.*)

- D. Accept revisions to the 2013-14 list of Brandywine Heights High School Graduates (previously approved on June 2, 2014) as attached and marked Superintendent D.

Informational Reports

Instructional Technology Report – Mr. Voelker

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. Heather Piperato, High School Principal, effective July 18, 2014 as attached and marked Personnel A.1.
- 2. Accept the resignation of Ms. Christine Santoro, High School English Teacher, effective _____, 2014 as attached and marked Personnel A.2. (To be distributed at meeting.)

B. Change of Status

1. Professional Staff

- a. Approve the change of status of Ms. Stephanie Kelly from Intermediate Learning Support Teacher to the Assistant Elementary/Intermediate Principal (11-months) for a salary of \$62,000. Her effective starting date is pending PDE approval of her administrative certification. See Personnel B.1.a.
- b.

| <u>Name</u> | <u>From</u> | <u>To</u> | <u>Effective</u> |
|----------------------|-------------------|--|------------------|
| Mr. Jason VanVoorhis | FT HS Band Instr. | .5 HS Band Instructor/ .5 HS Dean of Students | 7/1/2014 |
| Mrs. Heather Damato | FT FCS Teacher | .5 HS FCS Teacher/ .5 HS Instructional Coach | 7/1/2014 |

2. Support Staff – None

C. Appointments

1. Professional Staff

- a. Summer Reading Program (7/7-7/31/14 M-Th 9:00 am-12:00 pm)

| <u>Name</u> | <u>Position</u> | <u>Rate</u> |
|-------------------------|-------------------|-------------------------------|
| Mrs. Sarah Bettenhausen | Teacher | \$25.00/hr |
| Mrs. Lauren Farina | Teacher/Co-Coord. | \$25.00/hr + \$250.00 stipend |
| Mrs. Gina Hook | Teacher/Co-Coord. | \$25.00/hr + \$250.00 stipend |
| Ms. Amie Benfield | Substitute | \$25.00/hr |

| | | |
|---|------------|------------|
| Ms. Jill Branch | Substitute | \$25.00/hr |
| Ms. Emily Cipa | Substitute | \$25.00/hr |
| b. Extended School Year (ESY) Program (6/26/14 training, 7/1-7/31/14 M-Th, 8:30am-3:00pm) | | |
| Mr. Nathaniel Bentley | Teacher | \$25.00/hr |
| Mrs. Erin Davis | Teacher | \$25.00/hr |
| Mrs. Lyndsay Levengood | Teacher | \$25.00/hr |
| Mrs. Janelle Moser | Teacher | \$25.00/hr |
| Mrs. Dawn Schwenk | Nurse | \$25.00/hr |
| Mrs. Ashleah Tomasino | Teacher | \$25.00/hr |

2. Support Staff – None
3. Long Term Substitute – Professional – None
4. Short Term Substitute – Professional – None
5. Co-Curricular Appointments – (*Salaries to be determined per contract settlement.*)
 - a. Approve Michelle McMullen-Foose as 2013-14 Middle School Key Club Advisor for a stipend of \$525.00.
6. Co-Curricular Athletic Appointments – None

D. Approval of additions to the Substitute Lists – None

E. Leaves

1. Accept the request for FMLA maternity leave of absence for Mrs. Kelly Womack, Elementary 2nd Grade Teacher, from approximately September 22, 2014 through the end of the 2014-15 school year as attached and marked Personnel E.1.
2. Accept the request for FMLA maternity leave of absence for Mrs. Lyndsay Levengood, Intermediate School Learning Support Teacher, from approximately October 9 through approximately December 23, 2014 as attached and marked Personnel E.2.
3. Accept the request for FMLA maternity leave of absence for Mrs. Lauren Farina, Elementary/Intermediate Title I Reading Specialist, from approximately October 22, 2014 through the end of the 2014-15 school year as attached and marked Personnel E.3.
4. (Approve / Deny) the request for an unpaid leave of absence for Mrs. Jilian Keller, Elementary Teacher, for the 2014-15 school year.

F. Other Personnel Items

1. To grant tenure to the following professional employees as of July 1, 2014:

| | |
|------------------------|------------------------|
| Mrs. Erin Davis | ES Learning Support |
| Ms. Erin DeLong | HS English |
| Mrs. Lauren Farina | K-6 Reading Specialist |
| Mrs. Jenna Hart | ES PE/Health |
| Ms. Jessica Lapinski | HS PE/Health |
| Mrs. Lyndsay Levengood | IS Learning Support |
3. Approve the 2014-15 salaries for the Act 93 Administrators, Managers and Support Staff as attached and marked Personnel F.2.
4. Approve the contract for Mrs. Nancy Krauss, Business Manager, effective July 1, 2014 through June 30, 2019 at a salary of \$110,000. (To be distributed at meeting.)

5. Approve the 2014-15 Substitute Teacher rates as follows:

| Substitute Teacher Rates | 2013-14 Rates (Board App. 6/3/13) | 2014-15 Suggested Rates |
|---------------------------------|--------------------------------------|------------------------------------|
| 1-15 days | \$85 per day | |
| 16-29 days | \$90 per day | |
| 30 or more days | \$100 per day | |
| 1-45 days | | \$90 per day |
| 46 or more days* | | \$100 per day |

*Substitutes who annually complete 45 days of substitution work maintain the \$100.00 per day rate for the following year.

6. Approve the 2014-15 Substitute Support Staff Rates as follows:

| Support Staff Substitute Rates | 2013-14 Rates (Board App. 6/3/13) | 2014-15 Suggested Rates |
|---------------------------------------|--------------------------------------|------------------------------------|
| Aides, Cafeteria Workers | \$9.00 per hour | \$9.50 per hour |
| Custodians | \$9.50 per hour | \$9.50 per hour |
| LPNs | \$11.25 per hour | \$11.25 per hour |

7. Approve the 2014-15 Starting Rates for Support Staff as follows:

| Starting Rates for Support Staff | 2013-14 Rates (Board App. 6/3/13) | 2014-15 Suggested Rates |
|---|--------------------------------------|------------------------------------|
| Aides, Custodians, Cafeteria | \$9.50 per hour | \$9.50 per hour |
| Secretaries, Maintenance/ Courier | \$12.50 per hour | \$12.50 per hour |
| Maintenance Worker, Skilled | \$15.00 per hour | \$15.00 per hour |

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

- A. Acknowledge receipt of the following new books (one of each) donated to the Elementary School Library from parent and School Board Director, Mrs. Christine MacMillan:

Verne, Jules. *Around the World in 80 Days*. Classic Starts, Sterling Children's Books.
 Cooper, James Fenimore. *Last of the Mohicans*. Classic Starts, Sterling Children's Books.
 Hugo, Victor. *The Hunchback of Notre Dame*. Classic Starts, Sterling Children's Books.
 Homer. *The Odyssey*. Classic Starts, Sterling Children's Books.

Public Comment

Board Discussion

VI. ADJOURNMENT

Announcement of Executive Sessions

Public Comment

Board Discussion

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