

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT**  
**SCHOOL BOARD MEETING AGENDA**  
Intermediate/Middle School Large Group Instruction Room 229  
November 7, 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 – High School Internship Program**

**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 October 3, 2016 as attached and marked Board A.
  
- B. Approve the first reading of the following policies as attached and marked Board B.1.-B.11.
  - 1. 610 – Purchases Subject to Bid/Quotation
  - 2. 611 – Purchases Budgeted
  - 3. 612 – Purchases Not Budgeted
  - 4. 613 – Cooperative Purchasing
  - 5. 614 – Payroll Authorization
  - 6. 615 – Payroll Deductions
  - 7. 702 - Gifts, Grants, Donations
  - 8. 702.1 - Memorials
  - 9. 706 - Property Records
  - 10. 707 - Use of School Facilities
  - 11. 708 - Lending Equipment and Books

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

Student Board Representatives – McGuire Galing and Caylee Lasko, Elementary and High Schools  
Andrew Armbruster, Intermediate and Middle Schools

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 November 7, 2016 totaling \$1,939,149.36 per attachment Budget A.
- B. To approve food service fund bills through November 7, 2016 totaling \$30,333.41 per attachment Budget B.
- C. To accept the following Financial Reports through September 30, 2016, unless otherwise noted:
  - 1. General Fund - Revenue/Expenditures/Fund Balance – Budget C.1.
  - 2. Food Service Fund - Revenue/Expenditure – Budget C.2.
  - 3. Construction Fund - Revenue/Expenditure – Budget C.3.
  - 4. Investment Schedule - Budget C.4.
  - 5. Student Activity & Trust Funds - Budget C.5.
- D. SPECIAL EDUCATION/PUPIL SERVICES - NONE
- E. CURRICULUM – NONE
- F. FACILITIES/MAINTENANCE
  - 1. To authorize the administration to bid/seek proposals for the following items:
    - a. Turf and Field Maintenance for the 2017-18 school year including turf weed spraying, annual bid, estimated cost \$30,000.
    - b. District-wide Concrete Repairs, annual bid, estimated cost \$18,000.
  - 2. To approve the purchase of new security cameras at Brandywine Heights Area IS/MS from Communication Systems, Inc., Allentown, PA for \$16,883 from the COSTARS 008-326 contract as per Budget F.2.
- G. To approve the final 2015-2016 closing budget transfers in the amount of \$710,750 per attachment marked Budget G.
- H. To approve the 2016-2017 List of Student Activity Groups as detailed in Budget H.
- I. To authorize the administration to proceed with National Insurance Services to proceed with the additional of optional elimination period buy-downs of the current long term disability plan covering full salaries. The District will facilitate this coverage to eligible staff with the cost of benefits being paid for by the employee.
- J. To approve the renewal with United Concordia of Harrisburg, PA, as dental plan administrator through the Lehigh Valley Business Consortium for calendar year 2017 with no change in the fee of \$2.20 per employee per month effective January 1, 2017 as described in Budget J.

**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 2012-2013 School-Based Access Program Cost Settlement Agreement between the Commonwealth of Pennsylvania, Department of Human Services, and the Brandywine Heights Area School District as attached and marked Superintendent A.

**Informational Reports**

Academic/Instructional Technology Report – Mr. Voelker and Mrs. Hanych  
Athletic Report – Mr. Potteiger  
Enrollment Report – Mr. Potteiger  
Community Engagement/Task Force – Mr. Potteiger

**Public Comment**

**Board Discussion**

**Roll Call**

\_\_\_Mr. Bieber      \_\_\_Mrs. Grossman      \_\_\_Mr. Heffner      \_\_\_Mr. Heydt      \_\_\_Mrs. Huhn  
\_\_\_Mrs. MacMillan      \_\_\_Mr. Rothermel      \_\_\_Mr. Scheetz      \_\_\_Mr. Sterner

**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 – None
- B. Change of Status – None
- C. Appointments
  - 1. Professional Staff – None
  - 2. Support Staff – None
  - 3. Long Term Substitutes

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
Mr. Michael Walsh	PT .375 Science (Fluharty)	B/Step 1 (prorated)	11/08/2016-EOY
  - 4. Co-Curricular – None
    - 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 as attached and marked Personnel C.4.c.

d. Approve the Athletic Event Staff – None

D. Support Staff Substitutes – None

E. Leaves – None

F. Other Personnel Items

1. Approve the request from Ms. Pam Karom, Elementary School Library Aide, to use 6.5 unpaid days from September 22 through 30 for as attached and marked Personnel F.1.

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