

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT**  
**SCHOOL BOARD MEETING AGENDA**  
Intermediate/Middle School Large Group Instruction Room 229  
January 4, 2017  
6:00 p.m.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

\_\_\_ Mr. Bieber      \_\_\_ Mrs. Grossman      \_\_\_ Mr. Heydt      \_\_\_ Mrs. Huhn      \_\_\_ Mrs. MacMillan  
\_\_\_ Mr. Rothermel      \_\_\_ Mr. Scheetz      \_\_\_ Mr. Sterner      \_\_\_ Vacancy

**BOARD OF DIRECTOR CANDIDATE INTERVIEWS**

Background: The Brandywine Heights Area School District is seeking a candidate to fulfill a one-year term of a Board of Director seat due to a resignation.

Qualifications: Interested individuals must be a resident of the Brandywine Heights Area School District for at least one year, be at least 18 years of age, of good moral character, able to participate in monthly meetings the first Monday of the month and willing to devote his/her time to the education of our children.

Candidates: Candidates letters of interest will be accepted through 1/3/2017 and additional names will be announced at the meeting. Each candidate will be allowed five (5) minutes to share their experiences and interest of joining the school board.

1. Dr. Edward Carter
2. Mrs. Kendy Schiffert
3. Mr. John Tomasi
4. TBA

**BOARD OF DIRECTORS DISCUSSION AND RECOMMENDATION OF CANDIDATE**

*A motion to nominate \_\_\_\_\_ made by \_\_\_\_\_, and seconded by \_\_\_\_\_.*

*A motion to close nominations made by \_\_\_\_\_, and seconded by \_\_\_\_\_.*

Appoint \_\_\_\_\_ as a School Board Director for the Brandywine Heights Area School District to fulfill a vacancy for one-year term ending December 2019; remaining two years will be filled by the election process.

***Voice Vote/Roll Call***

\_\_\_ Mr. Bieber      \_\_\_ Mrs. Grossman      \_\_\_ Mr. Heydt      \_\_\_ Mrs. Huhn      \_\_\_ Mrs. MacMillan  
\_\_\_ Mr. Rothermel      \_\_\_ Mr. Scheetz      \_\_\_ Mr. Sterner      \_\_\_ Vacancy

**ADMINISTRATION OF OATH**

Administration of oath for newly elected School Board Director.

**ACKNOWLEDGEMENT**

School Board Director Recognition Month

**PRESENTATION**

Middle School Student Council – Ms. Kate Small and Mrs. Melanie Sheetz

**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.*

- A. To dispense with the reading and accept the minutes from the Reorganization and Regular Board Meeting held December 5, 2016 as attached and marked Board A.
- B. To approve the starting time of 6:30 pm for the Board Meeting scheduled to be hosted at BCTC East Campus on Tuesday, February 7, 2017.

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 EITC – Mr. Bieber
- Council on Legislative Action – Mr. Heydt
- Policy Committee – Mrs. Grossman
- Strategic Planning/Goals – Mr. Scheetz

**Public Comment**

**Board Discussion**

**Roll Call**

\_\_\_Mr. Bieber      \_\_\_Mrs. Grossman      \_\_\_Mr. Heydt      \_\_\_Mrs. Huhn      \_\_\_Mrs. MacMillan  
 \_\_\_Mr. Rothermel      \_\_\_Mr. Scheetz      \_\_\_Mr. Sterner      \_\_\_ (TBA)\_\_\_\_\_

**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.*

- A. To approve general fund bills through January 4, 2017 totaling \$2,540,175.88 per attachment Budget A.
- B. To approve food service fund bills through January 4, 2017 totaling \$25,779.05 per attachment Budget B.
- C. To accept the following Financial Reports through November 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 - NONE

G. To accept the Single Audit Report for the fiscal year ended June 30, 2016 as submitted by Gorman & Associates, P.C. Certified Public Accountants. (Budget G. – Official copies to be distributed at the meeting.)

H. Discussion: Establishment of tax collector rates to be approved prior to February 15, 2017 as per Budget H.

**Note: The following Budget Workshops have been advertised:**

January 30, 2017 – General Overview Expenditures & Revenues, Taxes and Options

February 13, 2017 – Curriculum/Instruction, Special Education, Technology, Other Instruction

February 20, 2017 – Maintenance, Transportation, Business/Board, Athletics

March 13, 2017 – Salary & Benefits

March 27, 2017 – Final Review, Taxes & Options, 5-Year Projection, Fund Balance

April 10, 2017 – Snow Make-up Date - if needed

All meetings start at 6:00 PM in the Intermediate/Middle School Large Group Instruction Room

**Public Comment**

**Board Discussion**

**Roll Call**

\_\_\_ Mr. Bieber      \_\_\_ Mrs. Grossman      \_\_\_ Mr. Heydt      \_\_\_ Mrs. Huhn      \_\_\_ Mrs. MacMillan  
\_\_\_ Mr. Rothermel      \_\_\_ Mr. Scheetz      \_\_\_ Mr. Sterner      \_\_\_ (TBA)\_\_\_\_\_

**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 consideration.*

No items.

**Informational Reports**

Academic/Instructional Technology Report – Mr. Voelker and Mrs. Hanych

Athletic Report – Mr. Romyn

Enrollment Report – Mr. Potteiger

Community Engagement/Task Force – Mr. Potteiger

**Public Comment**

**Board Discussion**

**PERSONNEL REPORT**

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

*Administration presentation of items for consideration.*

A. Resignations/Retirements/Terminations/Furloughs

1. Accept the resignation of Mr. Neil Yuran, Part Time Elementary Custodian, effective December 9, 2016 as attached and marked Personnel A.1.
2. Accept the retirement of Mrs. Susan Trupp, Intermediate School Teacher, effective at the end of the 2016-17 school year as attached and marked Personnel A.2.

3. Accept the retirement of Mrs. Ronlyn Harner, Elementary School Teacher, effective at the end of the 2016-17 school year as attached and marked Personnel A.3.

B. Change of Status – None

C. Appointments

1. Professional Staff – None
2. Support Staff – None
3. Long Term Substitutes – None
4. Co-Curricular
  - 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 as attached and marked Personnel C.4.d.

D. Support Staff Substitutes – None

E. Leaves

1. Approve the requested maternity leave of absence for Mrs. Donna Novakovich, Elementary Kindergarten Teacher effective approximately May 22, 2017 through the end of the school year as attached and marked Personnel E.1.
2. Approve the requested maternity leave of absence for Mrs. Kristina Perry, High School learning Support Teacher effective approximately February 13, 2017 through the end of the school year as attached and marked Personnel E.2.

F. Other Personnel Items

G. Discussion: District Data Manager Position

***Public Comment***

***Board Discussion***

***Roll Call***

\_\_\_Mr. Bieber      \_\_\_Mrs. Grossman      \_\_\_Mr. Heydt      \_\_\_Mrs. Huhn      \_\_\_Mrs. MacMillan  
\_\_\_Mr. Rothermel      \_\_\_Mr. Scheetz      \_\_\_Mr. Sterner      \_\_\_(TBA)\_\_\_\_\_

**IV. OTHER BUSINESS**

***Public Comment***

***Board Discussion***

**V. ADJOURNMENT**

***Announcement of Executive Sessions***

***Public Comment***

***Board Discussion***

***A motion to adjourn made by \_\_\_\_\_, and seconded by \_\_\_\_\_.***