

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT**  
**SCHOOL BOARD MEETING AGENDA**  
Intermediate/Middle School Large Group Instruction Room 229  
Monday, March 6, 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      \_\_\_ Mr. Tomasi

**RECOGNITIONS**

Congratulate and recognize Mrs. Lyndsay Levensood, Intermediate Learning Support Teacher, for her achievement as a 2017 Pennsylvania Teacher of the Year Finalist.

Congratulate and recognize Dr. Mary Fabian, School District Physician, for her achievement as co-recipient of the 2017 PA Family Physician of the Year Award.

**PRESENTATION**

PA Youth Survey (PAYS) Data Review – Mr. Matthew Dziyuncz, Intermediate/Middle School Assistant Principal

**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 Regular Board Meeting held February 7, 2017 as attached and marked Board A.
  
- B. Approve the second reading of the following policies as attached and marked Board B.1.-B.16.  
*\*Policies are attached if they contain revisions prompted by first reading discussion on 2/7/17.*
  - 1. 616 Payment of Bills
  - 2. 617 Petty Cash
  - 3. 618 Student Activity Funds
  - 4. 619 District Audit
  - 5. 620 Fund Balance\*
  - 6. 621 Local Taxpayer Bill of Rights\*
  - 7. 622 GASB Statement 34
  - 8. 623 Capitalization
  - 9. 709 Building Security
  - 10. 710 Use of Facilities by Staff
  - 11. 715 Use of Fax Machines (eliminate)
  - 12. 716 Integrated Pest Management\*
  - 13. 801 Public Records\*
  - 14. 802 School Organization
  - 15. 803 School Calendar\*
  - 16. 804 School Day

Committee reports:

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 (COLA) – 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      \_\_\_ Mr. Tomasi

**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 March 6, 2017 totaling \$2,013,604.71 per attachment Budget A.
- B. To approve food service fund bills through March 6, 2017 totaling \$28,092.41 per attachment Budget B.
- C. To accept the following Financial Reports through January 31, 2017, 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
  - 1. To approve a Tuition Agreement for one student at one-half of the regular tuition rate for the student to attend the Hillside School, Macungie, PA, to provide special education services during the 2016-2017 through the 2019-2020 school years per attachment Budget D.1. (One half of the tuition rate for 2016-2017 is approximately \$11,550.)
- E. Curriculum/Technology
  - 1. To approve the revised quote for Edgenuity, Inc., Scottsdale, AZ, for virtual academy instructional teaching services to reflect increased course usage at a cost of \$275 per semester course (no increase) for the 2016-17, 2017-18, and 2018-19 school years; contract amount is based on predicted enrollment and the district will be billed based on usage only as per attachment Budget E.1.
- F. Facilities/Maintenance – None
- G. To approve the Service Level Agreement – Tax Services with the Berks County Intermediate Unit for the 2017-18 school year per attachment Budget G.

**Note: The dates for upcoming Budget Workshops are as follows:**

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      \_\_\_ Mr. Tomasi

**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.***

- A. Due to the elimination of federal funds which previously allowed for a discounted AP examination rate for economically disadvantaged students, allow the administration to continue to offer a reduced AP Exam fee (\$38 per exam) at a cost to the District, as detailed in Superintendent A.

**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***

***Roll Call***

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

**IV. 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 – 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>
a.	Mr. Antonio Riggins	MS Gifted/Reading (Kercher)	B/Step 1 prorated	3/7/2017-EOY
b.	Mr. James Winsor	HS Learning Support (Perry)	M/Step 1 prorated	2/13/2017-EOY

4. Certified School Nurse Substitute

	<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
a.	Mrs. Alicia Seaman	School Nurse Daily Substitute, IS/MS School Nurse (Schwenk)	\$22/hour	3/7/2017 approx. 3/14-4/18/2017

5. Co-Curricular – None

- a. Instructional (Non-Athletic) Co-Curricular appointments – None
- b. Unpaid Instructional Co-Curricular Student Activity Group Advisor recommendations – None
- c. Athletic Co-Curricular appointments – None
- d. Athletic Event Staff – None

D. Support Staff Substitutes – None

E. Leaves

- 1. Approve the request from Mrs. Angela Bucci-Herb, Elementary School .5 Title I Reading Specialist, for a short term medical leave of absence (includes approx.18 unpaid days) effective January 31, 2017 for a duration of approximately 6 weeks as attached and marked Personnel E.1.

F. Other Personnel Items

- 1. Approve the request from Ms. Pam Karom, Elementary School Library Aide, to use 1 unpaid day on Monday, February 20, 2017 as attached and marked Personnel F.1.  
*Note: The School Board previously approved a request from Ms. Karom to utilize 6.5 unpaid days in the fall 2016.*
- 2. Approve the following professional staff members to serve as mentors to new teachers during the 2016-17 school year. A stipend of \$650 will be prorated based on the duration of the assignment.

<u>Mentor</u>	<u>New Teacher. Position, (in place of)</u>
Mrs. Terry Flamm, HS Learning Support	Mr. James Winsor, HS Learning Support (Perry)
Mrs. Mandi Kercher, MS Gifted, Reading/ TOSA Curriculum/Technology Specialist	Mr. Antonio Riggins, MS Gifted/Reading (Kercher)
- 3. Approve the Substitute Certified School Nurse rate of \$22.00 per hour effective 3/7/2017 through the end of the 2016-17 school year.  
*Note: Substitutes for our professional staff are arranged through Substitute Teacher Services (STS), however no Certified School Nurse candidates are currently available. The rate is consistent with the hourly rate paid at other school districts.*

**Public Comment**

**Board Discussion**

**Roll Call**

Mr. Bieber       Mrs. Grossman       Mr. Heydt       Mrs. Huhn       Mrs. MacMillan  
 Mr. Rothermel       Mr. Scheetz       Mr. Sterner       Mr. Tomasi

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