

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT**  
**REVISED SCHOOL BOARD MEETING AGENDA**  
Intermediate/Middle School Large Group Instruction Room 229  
Monday, May 1, 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

**ACKNOWLEDGEMENTS**

Recognize the 2016-17 School Board Student Representatives and present certificates of appreciation to McGuire Galing, Caylee Lasko and Andrew Armbruster for their dedicated service.

Recognize Health Occupation Students of America (HOSA) participants for representing Brandywine Heights at the HOSA State Leadership Conference held in March 2017. All students received scholarships as well as the following event competition awards:

- Ciara Diehl and Julia Moyer won Second Place in Emergency Preparedness/Public Health for their Zika virus skit and poster.
- Mykalan Mendoza won Third Place in the category of Leadership/Interviewing Skills for her job application and mock interview.
- Jocelyn Foley, Jamie Harpel, Alexis Neimeyer and Savanna Ruppert won First Place in the category of Teamwork/Health Education.

**PRESENTATIONS**

BHASD Non-Sponsored PIAA Sports – Mr. Rick Romyn, Director of Athletics

**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 April 3, 2017 as attached and marked Board A.
  
- B. Approve the second reading of the following policies as attached and marked Board B.1.-B.5.
  - 1. 302. Employment of Superintendent/Assistant Superintendent
  - 2. 303. Employment of Administrative Employees
  - 3. 404. Employment of Professional Employees
  - 4. 504. Employment of Classified Employees
  - 5. 918. Title I Parental Involvement
  
- C. Approve the first reading of the following policies as attached and marked Board C.1.-C.9.
  - 1. 805. Emergency Preparedness
  - 2. 805.1. Relations With Law Enforcement (new)
  - 3. 225. Relations With Law Enforcement Agencies (eliminate/retire)
  - 4. 806. Child/Student Abuse Complete
  - 5. 807. Opening Exercises
  - 6. 808. Food Services
  - 7. 811. Bonding

- 8. 812. Property Insurance
- 9. 813. Other Insurance

- D. To appoint \_\_\_\_\_ (current Board Treasurer - Mr. Bryan Rothermel) as Board Treasurer for a one-year term beginning July 1, 2017 ending June 30, 2018.
- E. To reappoint Mr. Brian Pawling, Business Manager, as the district's Berks Health Trust representative for a two-year term effective July 1, 2017 through June 30, 2019.

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  
BEITC – Mr. Bieber  
Council on Legislative Action (COLA) – Mr. Heydt  
Policy Committee – Mrs. Grossman  
Strategic Planning/Goals – Mr. Scheetz  
Negotiations/Compensation Committee – Mrs. Huhn

**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 May 1, 2017 totaling \$1,585,782.00 per attachment Budget A.
- B. To approve food service fund bills through May 1, 2017 totaling \$28,311.71 per attachment Budget B.
- C. To accept the following Financial Reports through March 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 - NONE
- E. CURRICULUM/TECHNOLOGY
  - 1. To approve the Service Level Agreement with the Berks County Intermediate Unit, Reading, PA, for the 2017-2018 Distance Learning Option for Chinese Language Instruction at a cost of \$11,000.00 as detailed in Budget E.1.

F. FACILITIES/MAINTENANCE

1. To approve the proposals with Modernfold, Topton, PA to perform annual preventative maintenance to the Intermediate/Middle School and High School bleachers for the 2016-17 school year at a cost of \$4,000 for the IS/MS and \$5,000 for the HS per Budget F.1.
2. To approve the quotation with Oak Security Group, LLC, Indianapolis, IN, to install 88 cylindrical door locks at the Elementary School for the 2016-17 school year at a cost of \$2,016 as per Budget F.2. The locks have already been purchased and the quotation is for installation only.
3. To approve the proposal with Weatherproofing Technologies, Inc. (a subsidiary of Tremco Inc.), Beachwood, OH, to install new metal wall panel systems to eliminate water infiltration issues at the Intermediate/Middle School for the 2016-17 school year at a cost of \$24,872.06 per the Keystone Purchasing Network (KPN)/AEPA roofing contract as per Budget F.3.
4. To approve the proposal with Communication Systems, Inc., Allentown PA, for preventative maintenance on intercom, CCTV, auxiliary sound, and TV distribution systems at various buildings for the 2017-18 school year at a cost of \$4,380 per Budget F.4.
5. To approve the proposal with Communication Systems, Inc., Allentown PA, for preventative maintenance on access control systems at various buildings for the 2017-18 school year at a cost of \$3,564 per Budget F.5.
6. To approve the proposal with Communication Systems, Inc., Allentown PA, for comprehensive maintenance on telephone and intercom-master clock systems at various buildings for the 2017-18 school year at a cost of \$8,652 per Budget F.6.
7. To approve the purchase with Reading Tractor Equipment (reseller), Leesport, PA for the purchase of a Kubota B2650HSDC front end loader for the 2016-17 school year per PA State Contract # 4400011350 (awarded to C.H. Waltz & Sons) at a cost of \$25,514.95 per budget F.7.
8. To approve the proposal with Atlantic Roofing Corp, Green Lane, PA, for masonry repairs of the northeast brick wall of the Intermediate/Middle School for the 2016-17 school year through the National IPA purchasing consortium at a cost of \$9,630 per Budget F.8.
9. To approve the agreement with Honeywell Building Solutions, Fort Washington, PA, to replace 14 temperature controllers at the Intermediate/Middle School for the 2016-17 school year at a cost of \$15,150 per Budget F.9.
10. To approve the agreement with SSI, Breinigsville, PA, for preventative maintenance on the High School Tech Ed dust collector fire alarm system for the 2017-18 school year at a cost of \$660 per budget F.10.
11. To approve the proposal with Protect Alarms, Allentown, PA, for burglar and fire alarm monitoring at various buildings for the 2017-18 school year at a cost of \$4,909 per Budget F.11.
12. To approve the proposal with Weatherproofing Technologies, Inc. (a subsidiary of Tremco Inc.), Beachwood, OH, to conduct repairs to eliminate water infiltration issues at the Elementary School for the 2016-17 school year at a cost of \$14,232.68 per the Keystone Purchasing Network (KPN)/AEPA roofing contract as per Budget F.12.
13. To approve the contract with **Bertolet Construction Corp., Wernersville, PA**, for district-wide concrete sidewalk repairs for the 2016-17 school year at a cost of **\$15, 209** as per Budget F.13.
14. ~~To approve the purchase with \_\_\_\_\_ to replace the stage curtain in the Intermediate/Middle School Auditorium for the 2016-17 school year at a cost of \$\_\_\_\_\_, quotation results will be distributed at the meeting.~~

- G. To approve the 2017-2018 general fund proposed final budget (PDE-2028) totaling \$33,200,040 reflecting a 1.5% real estate tax increase of 0.4845 mills (32.7845 mills) per attachment Budget G.

Note: The 2017-2018 budget is scheduled for final adoption on June 5, 2017 at 6:00 pm. The 2017-2018 General Fund Budget will be available for inspection on Tuesday, May 2, 2017 in the business office and on the District's website [www.bhasd.org](http://www.bhasd.org). Call (610) 682-5141 or email [bripaw@bhasd.org](mailto:bripaw@bhasd.org) with questions.

- H. To designate CBIZ Benefits & Insurance Services of PA as the 2017-2018 insurance broker of record.

- I. To appoint the law firm of Brumbach, Mancuso & Fegley PC with John M. Stott and James Mancuso as the assigned attorneys as the 2017-18 BHASD solicitor for an annual retainer of \$10,000 (\$500 increase from previous year) for meetings and an hourly fee of \$130.00 for labor, hearings and other special assignments.
- J. To contract with South Mountain YMCA, Wernersville, PA for the 2017-2018 Intermediate School fifth-grade environmental camp at a total fee of \$13,750.00 (majority of cost reimbursed through PTC/family paid fees) as per Budget J.
- K. To approve Schuman & Schwab, DMD, PC, Blandon, PA, as the school district dentist to perform dental examinations for students whose parents have elected to have the service performed by the school dentist for the 2017-18, 2018-19, and 2019-20 school years at a cost of \$5.00 per exam. Approximately 80-100 exams are performed each year.
- L. To approve Dr. Mary Fabian, St. Luke’s Physician Group, Allentown, PA, as the school district physician to perform sign-offs for student standing orders, physicals for students entering Kindergarten, 6<sup>th</sup>, and 11<sup>th</sup> grades (approx. 80-100 physicals per year), and provide the school nurses with certifications for use in ordering medications for the 2017-18, 2018-19, and 2019-20 school years. The rate per physical will be \$15 in 2017-18, \$16 in 2018-19, and \$17 in 2019-20 with the hourly rate for other services at \$54 in 2017-18, \$55 in 2018-19, and \$56 in 2019-20.
- M. To approve the contract extension with Substitute Teacher Service, Inc. of Aston, PA for substitute teacher services for the 2017-18 and 2018-19 school years at contracted pay rates below, as per Budget M.

<b>Service Provided (2017-2019)</b>	<b>STS Pay Rate</b>	<b>District Bill Rate</b>
Per Diem Substitute Teacher Day 1-45	\$100.00	\$131.00
Per Diem Substitute Teacher Day 46+	\$110.00	\$144.00
Short Term Substitute Teacher	\$125.00	\$163.75

- N. To approve the agreement with The Spyglass Group, LLC, Westlake, Ohio to perform an audit on the district’s telecommunication service accounts to seek cost recovery, unnecessary service elimination, and cost reduction recommendations with fees based on implemented cost savings as per Budget N.

***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. Approve the Professional Development School (PDS) Memorandum of Understanding between Brandywine Heights Area School District and Kutztown University. The agreement reflects partnership objectives for collaborative educator preparation for a three-year term to begin May 1, 2017 as attached and marked Superintendent A.

Accept the informational reports and make them part of the minutes.  
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
  - 1. Accept the resignation of Mr. Matthew Smith, School Psychologist, effective date to be determined, as attached and marked Personnel A.1.
  
- B. Change of Status – None
  
- C. Appointments
  - 1. Professional Staff – None
  - 2. Support Staff – None
  - 3. Long Term Substitutes – None
  - 4. Co-Curricular – None
    - a. Approve the Instructional (Non-Athletic) Co-Curricular appointments – None
    - b. Approve the Unpaid Instructional Co-Curricular Student Activity Group Advisor recommendations – None
    - c. **Approve the following Spring Athletic Volunteers:**
      - Mr. Charles Burkhardt, HS Boys Tennis**
      - Mr. Jon Dekovitch, MS Baseball**
      - Mr. John Fay, MS Softball**
      - Ms. Alyssa Fegley, HS Softball**
      - Ms. Jessica Franko, HS Boys Volleyball**
      - Mr. Tyler Passero, HS Baseball**
      - Mr. Brian Richards, MS Softball**
      - Mr. Bryan Rothermel, HS Boys Tennis**
  
- D. Support Staff Substitutes – None
  
- E. Leaves – None
  
- F. Other Personnel Items – None

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