

**BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT**  
**REVISED SCHOOL BOARD MEETING AGENDA**  
Intermediate/Middle School Large Group Instruction Room 229  
Monday, June 19, 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**

Acknowledge the retirement Mrs. Mary Darrach, Director of Pupil Services, and present her with a plaque for 8 years of dedicated service.

Congratulate the triumphs of the High School Girls Softball Team Winning the County and District III and Division Championship.

Congratulate the following All County Selection student athletes as voted on by Berks County Head Coaches:

- Jess Davidheiser – Berks County Softball Player of the Year
- Taylor Sweigart – Softball All County Selection
- Renee Wall – Softball All County Selection

Congratulate Don Roach for being named Girls Softball “Coach of the Year” as voted on by Berks County Head Coaches.

**PRESENTATIONS**

Curricula – Mrs. Mandi Kercher, Curriculum/Technology Specialist  
Gifted, Guidance (Ch. 339), AP Environmental Science, STEM and MakerSpace

**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 June 5, 2017 as attached and marked Board A.
- B. Approve the second reading of the following policies as attached and marked Board B.1.-B.9.
  1. 123 Interscholastic Athletics
  2. 237 Electronic Devices (new)
  3. 490 Employee Use Of Electronic Devices (new)
  4. 814 Copyright Material
  5. 815 Acceptable Use of Technology
  6. 818 Contracted Services
  7. 829 Electronic Signatures (new)
  8. 831 Use Of Livestream Video On School District Property (new)
  9. 916 Volunteers

- C. Appoint \_\_\_\_\_ as a Voting Delegate to the Pennsylvania School Boards Association 2017 Delegate Assembly. The representative must attend a meeting on Friday, October 20, 2017, at the conclusion of the PASA-PSBA School Leadership Conference as described in Board B.
- D. Accept the resignation of Mr. John Scheetz as the district’s Joint Operating Committee, Berks Career and Technology Center delegate as attached and marked Board D.
- E. Appoint \_\_\_\_\_ as the district’s delegate and (currently Mr. Bryan Rothermel) as the alternate delegate to the Joint Operating Committee, Berks Career and Technology Center each to serve the remainder of a three (3) year term which expires December 31, 2019.

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

- 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 June 19, 2017 totaling \$734,823.23 per attachment Budget A.
- B. To approve food service fund bills through June 19, 2017 totaling \$15,289.60 per attachment Budget B.
- C. To accept the following Financial Reports through May 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 the agreement with Valley Forge Educational Services, Malvern, PA to provide extended school year services in Vanguard School ESY Program for one district student at cost of \$7,900 per Budget D.1.**

E. CURRICULUM/TECHNOLOGY

1. To approve the proposal from the Berks County Intermediate Unit to participate in the Educational Technology Legal Consortium provided by the law firm of Sweet, Stevens, Katz, & Williams regarding technology-related legal issues in education for the 2017-18 school year at an annual cost of \$700 (no increase from 16-17) as per Budget E.1.
2. To approve the price quotation from Edgenuity, Scottsdale, AZ, for 40 virtual academy course licenses for Access to Health and PE course taught by a District staff member at a cost for the licenses of \$4,100 as per Budget E.2.
3. To approve the purchase with Trinity 3 LLC, St. Paul, MN, for 25 Dell Latitude 3570 Business Notebooks for the Project Lead the Way program through the PEPPM technology bid consortium at a cost of \$21,225 as per Budget E.3.
4. To approve the lease agreement with American Capital, Lisle, IL, for 855 Lenovo Yoga and 105 Lenovo Thinkpad devices for a one year term at a cost of \$65,999 as per Budget E.4.
5. To approve the proposal from PowerSchool Group LLC, Folsom, CA, for online re-enrollment and registration software (replacing SchoolMint) from 7/1/2017 through 6/30/2020 (three years) at a first year cost of \$11,385 and an annual cost of \$7,369.65 in year two and \$7,590.74 in year three as per Budget E.5.
- 6. To approve the lease agreement with American Capital, Lisle, IL, for district-wide server, access points, and network equipment upgrades for a 6 year term at a cost of \$54,643.25.**
- 7. To approve the proposal with Higher Information Group, Harrisburg, PA, for the installation of district-wide server, access points, and network equipment upgrades at a cost of \$10,597.50 per Budget E.7.**

F. FACILITIES/MAINTENANCE

1. To approve the annual service agreement with **K&D Factory Service, Allentown, PA**, on food service kitchen equipment as per **Budget F.1.**
2. To approve the annual service agreement and preventative maintenance agreement with **The Longacre Company, Bally, PA**, on commercial refrigeration equipment at a cost of as per **Budget F.2.**
3. To approve the bid with Thomlinson Bomberger, Lancaster, PA, to provide turf and field maintenance services for the 2017-18 school year at a cost of \$16,402 (decrease of \$5,607 from 16-17) for turf services and 6,628 (decrease of \$3,823.52 from 16-17 ) for field services as per Budget F.3.
4. To accept the bid awards from the Berks County Intermediate Unit for Custodial Supplies for \$13,045.34 as per Budget F.4.

G. To approve the list of unneeded/unnecessary equipment and to authorize the administration to recycle/sell/dispose of the items as per Budget G.

H. To approve the business insurance proposal from CBIZ Insurance Services for the 2017-18 school year at a total annual premium cost of \$97,226 (decrease of \$3,554 from 16-17) as per Budget H.

I. To establish the paid adult lunch price for the 2017-18 school year at \_\_\_\_\_. A summary of rates charged by other Berks County school districts is attached for informational purposes as Budget I.

J. To designate Fulton Financial Corporation (Fulton Bank) as the District's main depository for a period of three years beginning approximately September 1, 2017 with continuation of services past the three year term upon mutual agreement by both parties.

K. To approve the list of depositories for district funds in the 2017-18 school year as follows:

- BB&T Bank
- First Priority Bank
- Fulton Bank
- Pennsylvania School District Liquid Asset Fund (PSDLAF)

- Royal Bank
- Uninvest Bank & Trust
- WSFS Bank

***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.***

**Distribution:** 2016-17 District Goals End of Year Summary

- A. Adopt the newly revised K-12 Gifted curricula and authorize the purchase of recommended instructional materials as detailed in Superintendent A.
- B. Adopt the newly developed AP Environmental Science curricula and authorize the purchase of recommended instructional materials as detailed in Superintendent B.
- C. Adopt the newly revised K-8 Explore Science, Technology, Engineering and Math (STEM) curricula as detailed in Superintendent C.
- D. Adopt the newly revised 7-12 Mathematics curricula and authorize the purchase of recommended instructional materials as detailed in Superintendent D.
- E. Approve the recommended rates for 2017-18 Athletic Tickets as presented in Superintendent E.

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

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

Athletic Report – Mr. Romyn

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.***

**Presentation:** Elementary Instructional Specialist Position

**A. Resignations/Retirements/Terminations/Furloughs**

- 1. Accept the resignation of Mr. Charles DiCarne, High School Instrumental Music/Band Teacher, effective August 11, 2017 as attached and marked Personnel A.1.**

**B. Change of Status**

**1. Professional Staff**

- a. Approve the change of status **and salary increase of \$5,000** for Mrs. Stacey Carpenito, High School Assistant Principal, from 11 months/215 days to 12 months/260 days effective July 1, 2017.
- b. Approve the change of status **and salary increase of \$5,000** for Mr. Matthew Dziunycz, Intermediate/Middle School Assistant Principal, from 11 months/215 days to 12 months/260 days effective July 1, 2017.

**C. Appointments**

**1. Professional Staff**

- | <u>Name</u>                  | <u>Position</u>             | <u>Rate</u>        | <u>Effective</u>  |
|------------------------------|-----------------------------|--------------------|---|
| a. Ms. Beth Gaul             | IS Learning Support Teacher | M/Step 2           | 2017-18 SY  |
| b. Mr. Daniel Mark           | IS/MS STEM Teacher          | M/Step 5           | 2017-18 SY  |
| <b>c. Mr. Michael Furman</b> | <b>School Psychologist</b>  | <b>M+30/Step 7</b> | <b>7/3/2017</b><br><i>Pending Transcript Confirmation</i> |
| d. Mrs. Lyndsay Levengood    | ESY Teacher & Substitute    | \$25/hr            | 6/29, 7/5-27/2017   |
| <b>e. Ms. Corey Trego</b>    | <b>ESY Teacher</b>          | <b>\$25/hr</b>     | <b>6/29, 7/5-27/2017</b>                                  |
2. Support Staff – None
  3. Long Term Substitutes – None
  4. Co-Curricular
    - a. Paid Instructional (Non-Athletic) Co-Curricular appointments – None
    - b. Unpaid Instructional Co-Curricular Student Activity Group Advisors – None
    - c. Approve the Athletic Co-Curricular stipends for 2017-18 as attached and marked Personnel C.4.c.
    - d. Approve the Fall and Winter 2017 Athletic Co-Curricular recommendations as attached and marked Personnel C.4.d.:
      - i. Fall 2017**
      - ii. Winter 2017**
    - e. Athletic Event Staff – None

**D. Support Staff Substitutes – None**

**E. Leaves**

1. Approve the request to extend the unpaid maternity leave of absence for Mrs. Kristina Perry, High School Learning Support Teacher, through the end of the 2017-18 school year as attached and marked Personnel E.1.
2. Approve a request from Mr. Jeffrey Heffner, High School Third Shift Custodian, for unpaid days (beyond 5 that were already approved by the Superintendent) to include **June 6-20, 2017**.

**F. Other Personnel Items**

1. Grant tenure to the following professional employees:
  - Mrs. Kathryn (Small) Defibaugh, Middle School English Teacher
  - Mrs. Jessica (Benner) Winklebauer, High School English Teacher
  - Mrs. Stephanie (Cullen) Rinda, Middle School Instrumental Music Teacher
  - Mrs. Mary Sollenberger, High School Spanish Teacher
2. Approve the 2017-18 salaries for the Act 93 Administrators, Managers and Support Staff as attached and marked Personnel F.2.

3. Approve the 2017-18 salary of **\$149,000.00 (distinguished rating)** for Mr. Andrew Potteiger, Superintendent, effective July 1, 2017.
4. Approve the 2017-18 salary of \$110,745.00 for Mr. Brian Pawling, Business Manager, effective July 1, 2017.
5. Approve the 2017-18 Substitute Rates as follows:

<b>Substitute Position</b>	<b>Current Rates 2016-17</b>	<b>Proposed Rates 2017-18</b>
Aide, Cafeteria Worker	\$9.75 per hour	<b>\$9.75 per hour</b>
Custodian	\$9.75 per hour	<b>\$9.75 per hour</b>
RN/LPN Nurse Aide	\$11.50 per hour	<b>\$11.50 per hour</b>
Certified School Nurse	\$22.00 per hour	<b>\$22.00 per hour</b>

6. Approve the 2017-18 Starting Rates for Support Staff as follows:

<b>Position</b>	<b>Current Starting Rates 2016-17</b>	<b>Proposed Starting Rates 2017-18</b>
Aides, Custodians, Cafeteria	\$9.75 per hour	<b>\$9.75 per hour</b>
Secretaries, Maintenance/ Cou	\$12.75 per hour	<b>\$12.75 per hour</b>
Maintenance Worker, Skilled	\$15.25 per hour	<b>\$15.25 per hour</b>
RN/LPN Nurse Aide	\$15.25 per hour	<b>\$15.25 per hour</b>

7. Approve Mr. Michael Furman, School Psychologist (recommended for appointment), to work an additional 10 days to fulfill summer related work from July 3, 2017 through June 30, 2018.

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