

**OFFICIAL PROCEEDINGS
OF THE
BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
BOARD OF DIRECTORS**

December 9, 2019

The Regular Meeting of the Board of Directors of the Brandywine Heights Area School District was called to order at 6:07 p.m. by President John Tomasi.

The meeting opened with the Pledge of Allegiance.

Board Recording Secretary called the roll:

- | | | |
|------------------|---------------|----------------|
| ✓ Mr. Bieber | ✓ Mrs. Henry | ✓ Mr. Tomasi |
| ✓ Dr. Carter | ✓ Mrs. Huhn | ✓ Mr. Wagaman |
| ✓ Mrs. Eisenhart | ✓ Mr. Scheetz | ✓ Mrs. Walizer |

Administration Present:

- ✓ Mr. Andrew Potteiger, Superintendent
- ✓ Mr. Jamison Barnhart, High School Assistant Principal
- ✓ Mr. Matthew Dziunycz, High School Principal
- ✓ Mr. Robert Farina, Intermediate/Middle School Principal
- Mr. Scott Geist, Director of Athletics
- Mrs. Carolyn Hanych, Director of Brandywine Virtual Academy
- ✓ Ms. Stephanie Kelly, Elementary School Principal
- ✓ Mr. Craig Neiman, Business Manager/Board Secretary
- ✓ Dr. René Reese, Director of Pupil Services
- ✓ Mr. Thomas Voelker, Assistant to the Superintendent
- ✓ Mr. Michael Wetzel, Director of Buildings and Grounds
- Ms. Carly Worman, Supervisor of Instruction and Assessment

Solicitor: Mr. Benjamin Pratt, Esquire

Student Board Representatives: Abigail Savitz, Tatyana Ulman, Meghan Miller.

Visitors: Cheryl Bleiler (staff), Doug Felegy (Staff), Jean Condos (staff), Dale Schlegel (retiree), Christina Buehler (staff), Janet Ullman (Longswamp).

Mr. Tomasi and Mr. Potteiger acknowledged the retirement Mr. Dale Schlegel, Custodian, and presented him with a plaque for 7 years of dedicated service.

Mr. Tomasi and Mr. Potteiger presented the #newHEIGHTS Awards to outstanding employees nominated by their peers. December recipients were Mrs. Jean Condos, Elementary School Teacher and Mr. Doug Felegy, Elementary School Guidance Counselor. Mr. Tomasi read the nomination comments for each recipient and Ms. Kelly and Mr. Potteiger shared personal accolades about each employee.

Mrs. Bleiler introduced High School junior, Abigail Craft, who was the Grand Prize Winner of the DeSales University Poetry Festival and Competition receiving a full four year scholarship. Miss Craft read her poem, "Where the Light Hits (and why)" for the Board and visitors.

Student Board Representatives Abigail Savitz, Tatyana Ulman and Meghan Miller shared recent events from the Elementary, Intermediate, Middle and High Schools.

Mr. Potteiger shared details of the proposed High School overnight field trip to Washington D.C. in January 2021 to attend the Presidential Inauguration as described under Superintendent E.

Mr. Craig Neiman, Business Manager, shared a presentation on the 2021-22 budget.

BOARD OF DIRECTORS REPORT

A motion was made by Mr. Bieber and seconded by Mr. Wagaman to approve the Board of Directors Report.

A. Approval of Minutes

Dispense with the reading and accept the minutes from the Regular School Board Meeting held November 4, 2019 per Board A.

B. Approval of Minutes - Reorganization

Dispense with the reading and accept the minutes from the Reorganization Board Meeting held December 3, 2019 per Board B.

C. Second Reading of Policies

Approve the second reading of policies per Board C.1.-C.6.

1. 209.2. Diabetes Management (*new*)
2. 210. Use of Medications
3. 210.1. Possession/Use Of Asthma Inhalers/Epinephrine Auto-Injectors
4. 211. Student Accident Insurance (*recommendation to retire*)
5. 227. Controlled Substances/Paraphernalia
6. 918. Title I Parental Involvement

D. First Reading of Policies

Approve the first reading of policies per Board D.1.-D.7.

1. 212. Reporting Student Progress
2. 213. Assessment of Student Progress
3. 214. Class Rank
4. 215. Acceleration, Promotion and Retention
5. 216. Student Records
6. 216.1. Supplemental Discipline Records
7. 216.2. Special Education Student Records

E. Veteran Diploma

Award a Brandywine Heights Area School District honorary diploma to Veteran Kenneth P. Bond, through the "Operation Recognition" program supported by Policy 217 Graduation Requirements, Diplomas for Eligible Veterans (SC 1611) per the application referenced under Board E.

Mr. Potteiger shared additional procedural information about the first and second policy readings for the new School Board Directors.

Mr. Potteiger spoke about the Operation Recognition program and clarified details pertaining to the applicant for Board consideration.

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

Berks County Intermediate Unit (BCIU) – Mrs. Huhn reported on the meeting held on November 21, 2019 per the detailed report (attached). Mrs. Huhn added that there had been some movement in leadership positions. Mr. Clemmer was approved as Operations Director. BCIU has produced a tool that outlines every

state mandate (funded and unfunded), and it will be distributed to administrators and School Board Directors. Upcoming events include the PSBA School Board Director Trainings at the BCIU on December 11, 2019 for new and seated Directors. There is no scheduled meeting for December.

Berks Career and Technology Center (BCTC) – Mr. Tomasi. No report. The next meeting is scheduled for December 12, 2019.

Berks Earned Income Tax Collection Bureau (BEITC) – Mr. Neiman reported on the meeting held on December 4, 2019. New officers were approved and new budget was approved for 2021.

Council on Legislative Action (COLA) – Mr. Scheetz – Absent, no report.

Policy Committee – Vacant – Mr. Potteiger noted that there are policies are on the agenda for first and second readings.

Strategic Planning/Goals – Mr. Scheetz – Absent, no report.

Negotiations/Compensation Committee – Mrs. Huhn, no report.

Building Construction Committee – Mrs. Huhn and Mr. Tomasi, Mr. Tomasi reported on the meeting held on November 22, 2019 per the detailed report (attached) including a brief details on proposed projects, including gymnasium updates, library updates, and an ADA compliant bathroom. Mrs. Huhn shared information relative to budget costs and anticipated expenses.

Mr. Bieber questioned the scope of the proposed gymnasium project that includes stadium seating. Miss Kelly noted that the larger space would accommodate all students for assemblies so they would not have to sit on the floor. The additional space would also be used for organizational groups and athletic events to expand the district's functionality to accept requests from outside groups. Mr. Bieber asked if the batting cages would be moved from the Middle School to the Elementary School. Mr. Potteiger commented that the Borough is considering adding batting cage equipment as part of their park expansion project. Mr. Potteiger confirmed that there would be more adequate storage space for athletic equipment and general supplies.

Mr. Tomasi asked for comments from Board members and the public. There were no other comments.

Roll call was taken to accept the Board of Directors Report.

Y Mr. Bieber Y Dr. Carter Y Mrs. Eisenhart Y Mrs. Henry Y Mrs. Huhn
__ Mr. Scheetz Y Mr. Tomasi Y Mr. Wagaman Y Mrs. Walizer

Motion Carried – 8 Yeas/1 Absent

BUSINESS AND OPERATIONS REPORT

A motion was made by Mr. Bieber and seconded by Mrs. Huhn to approve the Business and Operations Report.

A. General Fund Bills

To approve general fund bills through December 9, 2019 totaling \$2,002,326.06 per Business A.

B. Food Service Bills

To approve food service fund bills through December 9, 2019 totaling \$33,720.99 per Business B.

C. Construction Fund Bills

To approve construction fund bills through December 9, 2019 totaling \$338,842.50 per Business C.

D. Financial Reports

To accept the following Financial Reports through October 31, 2019:

1. General Fund – Revenue/Expenditures/Fund Balance – Business D.1.
2. Food Service Fund – Revenue/Expenditure – Business D.2.
3. Construction Fund – Revenue/Expenditure – Business D.3.
4. Investment Schedule – Business D.4.
5. Student Activity & Trust Funds – No Report
6. Budget Transfers – Business D.6.

E. Special Education/Pupil Services

1. To approve continuation of Sweet, Stevens, Katz & Williams, L.L.P. as special counsel for matters related to special education for 2020-2021 (no change in pricing): Routine matters attorney rate \$160/hr. , legal assistant \$125/hr. Non-routine matters attorney rate \$195/hr., legal assistant \$125/hr. as per Business E.1.

F. Curriculum/Technology – None

G. Facilities/Maintenance

1. To ratify an electricity purchasing contract through Provident Energy Consulting of Media, PA for the period of July 2021 through July 2023 with Constellation Energy, Inc. at \$0.03224 per kWh excluding utility distribution fees per Business G.1.

H. Act 1 Index Resolution

To adopt the resolution to not exceed the Act 1 index of 3.0% for the 2020-21 fiscal year per Business H.

I. School Operation Services Addendum to Agreement

To approve an addendum to the 2019-22 agreement with School Operation Services (SOS) Group Inc., Pottstown, PA, for extra duty bill rate per Business I.

Mr. Wetzel spoke about district electricity usage and noted potential energy savings.

Mr. Tomasi asked for comments from Board members and the public. There were no other comments.

Roll call was taken to approve items under the Business and Operations Report.

Y Mr. Bieber Y Dr. Carter Y Mrs. Eisenhart Y Mrs. Henry Y Mrs. Huhn

 Mr. Scheetz Y Mr. Tomasi Y Mr. Wagaman Y Mrs. Walizer

Motion Carried – 8 Yeas/1 Absent

SUPERINTENDENT’S REPORT

A motion was made by Mr. Bieber and seconded by Mrs. Walizer to approve the Superintendent’s Report.

A. 2019-20 Calendar Adjustment

Approve a calendar adjustment for 2020 High School Graduation from Friday, June 5th to Thursday, June 4th due to a scheduling conflict with the host location.

B. Act 80 Exception

Authorize the administration to submit an application for use of an Act 80 Exception for October 14, 2019 and apply the day to the currently approved 2019-20 school calendar in order for twelfth grade students to meet the minimum day requirements for graduation.

C. 2020 High School Program of Studies

Approve the 2020 High School Program of Studies per Superintendent C.

D. High School Field Trip Request - Tampa FL

Approve the High School Field Trip Request for eight students in the activity group Students Against Destructive Decisions (SADD) to attend the National Conference on Highway Safety in Tampa, FL from March 13-18, 2019 with one teacher chaperone per Superintendent D.

E. High School Field Trip Request - Washington D.C.

Approve the High School Field Trip Request for students to visit Washington D.C. in 2021 to attend the Presidential Inauguration ceremony from January 18th-January 20th where students will receive guided tours of the monuments, museums, attend the swearing in and oath of office of the incoming President and be present for the Inaugural Address and for the Inaugural Parade per Superintendent E.

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

Superintendent’s Report – Mr. Potteiger

Enrollment Report – Mr. Potteiger

Mr. Potteiger described the reasoning behind the calendar adjustment. He also briefly described the two High School overnight field trips on the agenda for approval.

Mr. Dziunycz spoke about the Program of Studies, which proposes changes to expand the computer sciences pathway, modify physical education offerings to make them appealing and meaningful for students, as well as the addition of two science offerings.

Mrs. Huhn complimented Mr. Dziunycz's efforts to make the Program of Studies exciting, engaging and accessible for students and parents. Mrs. Huhn asked about meeting the state requirements through the newly proposed physical education offerings. Mr. Dziunycz affirmed that all requirements will be met. Mrs. Huhn asked about including CPR in the offerings. Mr. Dziunycz and Mr. Voelker shared that CPR is not subject to state requirements due to the nature of the credential, however the course offering sequence exposes students at least one time in grades 7-12 as required by the state.

Mrs. Huhn commented on the Business offerings and wanted to be sure Macro and Micro Economics courses were described accurately. Mr. Voelker affirmed that he recently addressed that concern.

Mr. Tomasi asked for comments from Board members and the public. There were no other comments.

Roll call was taken for items under the Superintendent's Report.

Y Mr. Bieber Y Dr. Carter Y Mrs. Eisenhart Y Mrs. Henry Y Mrs. Huhn
__ Mr. Scheetz Y Mr. Tomasi Y Mr. Wagaman Y Mrs. Walizer

Motion Carried – 8 Yeas/1 Absent

PERSONNEL REPORT

A motion was made by Mr. Wagaman and seconded by Mr. Bieber to accept the Personnel Report.

A. Resignations/Retirements/Terminations/Furloughs

1. Accept the retirement of Mrs. Martha Smith, Elementary and Intermediate School Health and Physical Education Teacher, effective at the end of the 2019-20 school year per Personnel A.1.
2. Accept the resignation of Mrs. Julia Behm, Transportation Director/Purchasing Manager, effective March 11, 2020 per Personnel A.2.
3. Approve the termination of Mrs. Sarah Giannotti, Payroll & Benefits Specialist, effective December 9, 2019.

B. Change of Status

- | <u>Name</u> | <u>From:</u> | <u>To:</u> | <u>Effective:</u> |
|--------------------|----------------------------|-------------------------------|-------------------|
| 1. Mrs. Ellen Grow | Business Office Specialist | Payroll & Benefits Specialist | 12/10/2019 |

C. Appointments

1. Professional Staff – None
2. Support Staff

<u>Name</u>	<u>Position:</u>	<u>Rate:</u>	<u>Effective:</u>
a. Ms. Samantha Withelder	Business Office Specialist	\$16/hour	12/10/2019
3. Long Term Substitutes

a. Mrs. Megan Douglas	4th Grade Teacher (Williams) (2nd Semester)	M, Step 1	1/15/2020-EOY
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4. Co-Curricular
 - a. Instructional Co-Curricular Advisors – None
 - b. Instructional Co-Curricular Student Activity Group Advisors – None
 - c. Approve the 2019-20 Winter Athletic Co-Curricular appointments per Personnel C.4.c.
 - d. Athletic Event Staff and Volunteer Coaches – None

D. Support Staff Substitutes - None

E. Leaves - None

F. Other Personnel Items

1. Approve the following professional staff member to serve as a mentor to a new teacher during the 2019-20 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>
a. Mrs. Marcella Acosta, 4th Grade	Ms. Megan Douglas, LTS IS 4th Grade (Williams)

At 7:56 p.m. the Board took a brief recess for an executive session to discuss Personnel.

The meeting reconvened at 8:35 p.m.

Mr. Tomasi asked for comments from Board members and the public. There were no other comments.

Roll call was taken for items under the Personnel Report.

<u>Y</u> Mr. Bieber	<u>Y</u> Dr. Carter	<u>Y</u> Mrs. Eisenhart	<u>Y</u> Mrs. Henry	<u>Y</u> Mrs. Huhn
<u> </u> Mr. Scheetz	<u>Y</u> Mr. Tomasi	<u>Y</u> Mr. Wagaman	<u>Y</u> Mrs. Walizer	

Motion Carried - 8 Yeas/1 Absent

OTHER BUSINESS

Mr. Potteiger described the relationship between the district and our solicitor, Mr. Pratt. Mr. Pratt has been asked to share his observations relative to the efficiency in our processes, and Mr. Potteiger would like the Board to discuss their interest in Mr. Pratt's continued services.

Mr. Pratt noted that it is not commonplace to have legal representation at routine board meetings. Legal representation is typically for executive sessions and as needed. He suggests the Board consider retaining services as needed, which includes conference calls. He also suggested voting on the entire agenda under one consent rather than after each section. Mr. Pratt suggested that public comment be in the beginning of the meeting and at the end, rather than after each section. He also noted that it is not necessary to vote on reports. He suggested the Board consider having executive sessions prior to each meeting to cut down on public Q&A.

Mr. Pratt discourages use of personal email addresses because Right to Know requests may necessitate review of entire personal email accounts. He highly recommends School Board Directors only use school issued email accounts. Mr. Pratt complimented the communication practices between Superintendent's Office and the legal office.

There was continued Board discussion including the recommendation of streamlining the agenda. Mr. Potteiger asked the Board if they would consider using a consent agenda. Mrs. Huhn asked if there are current agenda items which could utilize a voice vote system. Mr. Pratt suggested using a roll call with a consent agenda. Mr. Pratt recognized the importance of public comment and reiterated keeping public comment related to other business for the end of the meeting.

There was Board discussion about the sequence of agenda items. Mrs. Huhn asked about other district's level of committee involvement, since at BHASD the committees do not meet on specific dates. Mr. Pratt noted that each school board approaches committee meetings differently.

Mr. Potteiger asked the Board if they would prefer more or less detail on the agenda. Mr. Bieber noted that he is satisfied with the way the information has been presented, and believes agenda items are more

streamlined than in years past. Mr. Potteiger noted that he strives for efficient meetings and encourages the Board to voice their opinion and make suggestions.

Mr. Tomasi addressed the board for their interest in Mr. Pratt attending each meeting. Mr. Pratt reported their rate is \$295/hour, which could be saved, if the Board wished to utilize a phone call approach on a specific issue.

Mr. Wagaman noted his support of having the solicitor attend each meeting and mentioned an instance at a previous board meeting that a solicitor would have been helpful; specifically when a public visitor introduced a topic that was not on the meeting agenda. Mr. Pratt clarified the difference between “public comment” and “public dialog”. He suggested that in those instances the Board should always redirect the public to follow the established complaint procedure.

Mr. Wagaman noted his support of having the solicitor attend each meeting because there is a level of comfort knowing the solicitor is present. Mr. Pratt reminded the Board that even if he is not present, he blocks off time in case the district needs to call him during the meeting. Mrs. Huhn reiterated that we have strong leaders, and may not need the solicitor at every meeting. Mr. Bieber commented that in the past there had been instances that required the solicitor to reiterate parliamentary procedure.

Given the Board comments, Mr. Potteiger suggested Mr. Pratt continues attending Board meetings through June. The Board agreed.

Mrs. Huhn asked about a revision on the graduation requirements. Mr. Voelker noted that specific business life skills content is being considered as a graduation requirement.

Mr. Tomasi shared some words of wisdom for School Board Directors. He encouraged them to focus on goal setting, and allow the administration to manage the tasks at hand. He noted that School Board directors come to meetings prepared, understand the importance of the oath of office, keep learning and taking opportunities to grow,

ADJOURNMENT

Mr. Tomasi announced there would be an executive session after the meeting to discuss student issues.

A motion was made by Mr. Wagaman seconded by Mr. Bieber to adjourn the meeting at 9:22 p.m.

Motion carried with all yeas.

Approval Date

Craig Neiman, Board Secretary
Katharine Ege, Recording Secretary



Committee Reports

December 9, 2019

Berks County Intermediate Unit (BCIU):

Date of Meeting:	Thursday, November 21, 2019
Person Reporting:	Mrs. Elizabeth Huhn
Summary:	<p>At the November 21 Board Meeting, the Directors:</p> <ul style="list-style-type: none">• Recognized departing Board Members from Daniel Boone ASD and Kutztown ASD.• Recognized BCIU Board Member Jill Dennin from Boyertown ASD for being inducted into the Pennsylvania School Board Association's Allwein Society.• Accepted the resignation of George Longridge as CFO/COO and approved a separation agreement. Donna DeLoretta, who has been serving as Acting CFO/COO, was promoted from Assistant Director of Fiscal Services to CFO/COO. Lucille Gallis was appointed as Assistant Director of Finance. Eric Clemmer was promoted to Assistant Director of Operations.• Viewed a video presentation regarding the services offered by the Office of Professional Development and Curriculum.• Received an update on meetings in Harrisburg with legislators which occurred on October 29th and 30th as part of the Superintendents Study Council.• Received an update on the Committee on Legislative Action (COLA) meeting held on November 12th. More than 40 school board reps and administrators received a legislative update from Dr. Mark DiRocco, Executive Director of PASA.• Received an overview of an updated version of the internally-produced "State Mandates" document. Additional edits are underway to include identification of funded vs. unfunded mandates, and to provide some cost impact examples. The document/brochure is a work in progress, but provides a comprehensive outline of this critical yet

often confusing and overwhelming information.

- Received an update on a newly developed service offering related to school safety & security. The program will be offered over an 8-week timeframe and will focus on Cyber Security issues. The estimated cost per District will be approximately \$6,500, and this will prevent District's from having to outsource this type of consulting engagement. More information will be forthcoming.
- Approved a consortium agreement through PAIUnet (version 3.0) with 17 PA Intermediate Units for wide area network telecommunications services and Internet access services. Among other services, the agreement covers co-located data centers and Internet back-up services, and is expected to save the BCIU approximately \$15,000 per year.

Upcoming Events:

- Required School Director Training (to ensure compliance with Act 55 and Act 18) on **Wednesday, December 11th** at the BCIU Main Office. **Training starts at 3:30 for new directors and 5:30 for re-elected school board directors. Free dinner will be served between 4:30 - 5:30.**
- The next meeting of the BCIU Board of Directors will be on Thursday, January 16, 2020. Note, the December 2019 meeting is cancelled.

Berks Career and Technology Center (BCTC):

Date of Meeting:

Person Reporting: Mr. John Tomasi

Summary:

Berks Earned Income Tax Collection Bureau (BEITC):

Date of Meeting:

Person Reporting: Mr. Craig Neiman

Summary:

Berks County Committee on Legislative Action (COLA):

Date of Meeting:

Person Reporting: Mr. John Scheetz

Summary:

Policy Committee:

Date of Meeting: No Meeting.

Person Reporting:

Summary:

Strategic Planning/Goals:

Date of Meeting:

Person Reporting: Mr. John Scheetz

Summary:

Negotiations/Compensation Committee:

Date of Meeting:

Person Reporting: Mrs. Elizabeth Huhn

Summary:

Building Construction Committee:

Date of Meeting:	Nov 22, 2019 @ 9AM, Middle School Superintendent's office
Person Reporting:	Mrs. Elizabeth Huhn and Mr. John Tomasi
Summary:	<p>Members Present: Mr. Craig Neiman, Ms. Elysia Mikkelsen, Mr. John Tomasi, Mrs. Elizabeth Huhn, Mr. Bryan Rothermel, Mrs. Stefananie Kelly, Mr. Michael Wetzel</p> <p>Primary Subject: Elementary School Addition and Renovation</p> <ol style="list-style-type: none">1. Reviewed total scope of project<ol style="list-style-type: none">a. Light Renovation (cafeteria and kitchen 3711 SF)b. Hallway Renovationc. Moderate Renovation (grouping of restrooms, library, and main-street hallways 10398 SF).d. New Addition (gymnasium and 5 additional classrooms 17000 SF).e. Total scope of project 31109 SF not including 5500 SF of demolition2. Reviewed updated plan based on touring other facilities,<ol style="list-style-type: none">a. Collaboration spaces in between classrooms— the spaces are defined as flexible and fluid spaces that will encourage creative and critical thinking. This area will free students to communicate clearly about the task at hand. Provide areas for 1:1 instructionsb. Gymnasium updates, identifying need for more storage. Decision to place seating capacity in the new gym at 200 seat based on administrative perspective that this capacity would give ample seating for assemblies and sporting events. New gym will be "full sized" with 32' high ceilings and all-purpose "rubber" floor rather than a hardwood floor. Careful attention is being made in this design phase to ensure there is plenty of storage space for both regular academic supplies as well as athletic equipment. Based on plan details, we look to nearly triple our storage space.c. Library updates, removal of stage and STEM classroom location. Centralizing or "main street" perspective. Current plan is to "centralize" library (including STEM spaces), cafeteria, and gymnasium into the center of the building and create a "main street" area with oversized hall areas. Decision to re-locate the Library/STEM Classroom into the old

gym space allows for high ceilings and potential for more natural light. Also, recommendations to remove the existing wooden stage also creates more functional/flexible space.

- d. Large ADA Compliant Bathrooms centered in main street corridor (male/female designated bathroom stall areas) with shared washroom. This shared washroom area will allow for more efficient oversight/supervision of students by teaching staff.
- e. Building Security and Fire Code: Centralizing these "common" spaces also allows us to lock off and secure most classrooms area. To help meet fire code requirements, a special flexible barrier called a WonDoor is being recommended to help separate and close off this large space. The cost for this is approx. \$55K. This is a far more cost effective solution than having to add/enhance the sprinkler system in this "main street" area.

3. Cost Estimate Review

- a. Current Estimate Cost of Elementary Project is 7.2 mil (includes soft costs). Cost estimates include a 4% construction contingency (to help cover any unforeseen situations or change orders), 3% estimating contingency to give us an extra cushion, and extra 1.5% contingency to cover any incremental costs for steel resulting from the government's newly implemented tariffs. Project cost estimates DO NOT include new playground equipment, new kitchen enhancements or equipment, or new furniture for classrooms or collaborative spaces. \$100K has been budgeted for new shelving & furniture in the Library, \$50K has been budgeted for new window treatments, and \$80K has been included for moveable fixtures/equipment.
- b. Hallway Scope will now be moved to alternate bid. CRA estimated updating all hallways in building — 6793 SF, alternate bid estimate around \$455,000. This includes painting, tile replacement, HVAC-duct cleaning/new diffusers, plumbing, fire protection with extension of sprinklers into multipurpose rooms, and electrical with updated LED lighting and incidental electrical work.

4. Site Plan Update

- a. Final Design Completion of Bid Documents is estimated to be around April 2020 and Substantial Completion of project estimated to be around July 2021

5. Next Meeting Date

- a. Jan 17th, 2020 @ 8:30 AM, Middle School Superintendent's office

Brandywine Heights Area School District

200 West Weis Street, Topton, PA 19562



Superintendent Report

December 9, 2019

Curriculum/Instruction:

1. Site Visits

- Parkland - TV Studio
- Daniel Boone - Physical Education
- Hamburg - Community Connections/Technology

2. 2018-2019 End-of-Year Evaluations

- The last of the required data to complete the 2018-2019 teacher evaluations was just released (from PDE), compiled, and distributed to building principals

3. Personalized Learning Steering Committee

- "Next steps" were developed to bring in additional cohorts of teachers into a personalized learning PD pathway
- "Next steps" were developed to increase collaboration between local school districts, as well as gain access to experts in the field

4. Graduation Requirements

- Investigation into a revision to BHASD graduation requirements has begun

5. Elementary School Report Cards

- Investigation into ES report card revision (skill based) has begun

6. SAS Conference (12-10-19)

- Lyndsay Levengood & Michael Kistler are presenting at this statewide conference

Brandywine Heights Virtual Academy:

1. Enrollment

- 212 Students
 - 18 Full-Time
 - 194 Part-Time / Blended

2. Edgenuity Partnership Summit - National Conference

- February 25-27, 2020 in Phoenix, Arizona
- Presentation of the Brandywine Heights' Online Program

Technology:

1. Nymbol IT

- Jeff conducted mid-year evaluations with each of the technicians (this ongoing feedback was not in place with prior outsourced tech company)

2. Common Laptop Issues

- We are experiencing a spike in charger port damage with our laptops
 - Communications via BBN are looking to increase student care of devices
- 3. Google Chrome Extensions**
- A whitelist of Chrome extensions are now available to our students

Athletics:

1. Winter Sports Season competitions begin December 6th:

- Girls and Boys Basketball at Hamburg Tip-off Tournament on December 6th and December 7th.
- Sam Lovello Invitational Wrestling Classic December 7th at Brandywine Heights High School starting at 9:30 A.M. 15 Schools participating.

2. Fall Season Post Season Awards:

- **Golf:**
Elijah Ruppert, All-Berks County
- **Field Hockey:**
Olivia Deysher, All Division 3
Gabby Lampron, All Division 3
Ashlyn Clark, Honorable Mention
Paige Krajcic, Honorable Mention
- **Girls Soccer:**
Easton Ferry, All Division 3
Bella Scalzo, Honorable Mention
- **Boys Soccer:**
Dante Blankenbiller, All Division 3
Spencer Miller, Honorable Mention
Braden Geiger, Honorable Mention
- **Girls Volleyball:**
Caitlin Ambruster. All Division 2
Aubrey Trout, Honorable Mention

Brandywine Heights Community Task Force:

1. Fundraising Campaign

- The BHC Task Force Board has initiated a new annual fundraising campaign and we are in need of sponsors!
- Please visit www.bhctaskforce.org to help support our programs.

2. Community Caroling

- Sunday, December 8, 2019 | 4:00 pm @ Topton Borough Park

3. Monthly Meetings

- Tuesday, December 10, 2019 | 6:30 pm @ BHMS Library

Brandywine Heights Area School District
 District Enrollment Board Report
 December 2019

Class of	Grade	Total Enrollment	Staff 2018-19	Average Class Size	Students with Academic IEPs (with possible related services)		Free/Reduced Lunch students		Virtual Academy Full Time	Virtual Academy Part Time/Blended
2032	Kindergarten	96	5	19.20	12	12.50%	32	33.33%	1	0
2031	First Grade	105	5	21.00	15	14.29%	35	33.33%	0	0
2030	Second Grade	97	5	19.40	15	15.46%	30	30.93%	0	0
2029	Third Grade	113	5	22.60	32	28.32%	39	34.51%	0	0
Elementary		411							1	0
2028	Fourth Grade	104	5	20.80	30	28.85%	41	39.42%	0	1
2027	Fifth Grade	107	5	21.40	27	25.23%	35	32.71%	0	1
Intermediate		211							0	2
2026	Sixth Grade	85	4	21.25	29	34.12%	27	31.76%	0	3
2025	Seventh Grade	119			28	23.53%	43	36.13%	1	6
2024	Eighth Grade	113			19	16.81%	34	30.09%	0	2
Middle School		317							1	11
2023	Ninth Grade	136			28	20.59%	38	27.94%	1	27
2022	Tenth Grade	123			34	27.64%	40	32.52%	4	30
2021	Eleventh Grade	94			14	14.89%	25	26.60%	1	50
2020	Twelfth Grade	125			24	19.20%	40	32.00%	10	74
High School		478							16	181
Out of District Placements		12			12	100.00%				
Totals		1429			319	21.65%	459	32.12%	18	194