

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

February 3, 2020

The Regular Meeting of the Board of Directors of the Brandywine Heights Area School District was called to order at 6:17 pm 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: Olivia Deysher, Tatyana Ulman, Meghan Miller.

Visitors: Emilie Adam (Employee), Ben Saltzburg (Employee), Eysia Mikkelsen (Crabtree Architect), BethAnn Siteman (Employee), Janet Ulman (Mertztown), Crys McCarty (Employee), Bo Travis (Auditor), Rebekah Turbett (District Township), Lisa Ehrets (Employee).

Mr. Tomasi and Mr. Potteiger presented the #newHEIGHTS Awards to outstanding employees nominated by their peers. February recipients were Mrs. Emilie Adam, Elementary School Kindergarten Teacher and Mrs. Lisa Ehrets, High School Social Studies Teacher. Mr. Tomasi read the nomination comments for each recipient and Mr. Dziunycz and Mr. Potteiger shared personal accolades about each employee.

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

Mr. Ben Saltzburg provided a presentation regarding a unique field trip opportunity for the High School Marching Band members to attend and perform at the 101st NYC Veterans Day Parade on November 11, 2020. Mr. Saltzburg discussed details about the performance and asked the Board to consider funding transportation for the trip which would include two busses, driver fees, and tips for the drivers. The preliminary amount for transportation cost is \$5,500. Mr. Saltzburg informed the Board members this trip and opportunity would allow Brandywine Heights to be in a National/International Spotlight.

There was overall support for the Marching Band Field Trip with additional questions from the Board members about cost and transportation. Mr. Saltzburg will work with the Administration to get more complete details.

Mr. Bo Travis provided a presentation about the District's single audit report for the fiscal year ending June 30, 2019 and complimented the District on a clean audit report. Mr. Travis explained important pages of the report and gave a quick overview of the 2018-19 Audit. Mr. Tavis commended Mrs. BethAnn Siteman and Mr. Craig Neiman for their leadership during a time when there was a lot of turnover in personnel.

Mr. Neiman commented thanking the business office for their integral part in having a clean audit and shared his appreciation to Mrs. BethAnn Siteman for the stability she has brought to the Business Office over the last year.

Ms. Elysia Mikkelsen, Crabtree project architect, provided a presentation regarding the Act 34 hearing which is necessary to review the construction and cost of the new addition to the Elementary School with the public. Ms. Mikkelsen presented the Board members with an overview of the Act 34 booklet and explained its contents. At the next meeting the Board will need to approve the Act 34 booklet and construction cost. The Act 34 hearing is planned for April 6, 2020.

Mr. Neiman provided a Transportation update to the Board members. Mr. Neiman included details of the amount of miles driven a year/day, cost per student for transportation and number of students driven in the School District. He also shared information on the Transportation Specialist position that has recently been filled and how Ms. Ott has been acclimating to the position using her resources such as Transfinder to create efficiencies. Finally, information relative to the cost of transportation for the School District and contract timeliness ending the end of the 2020 fiscal year were provided.

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 January 6, 2020 per Board A.

B. First Reading of Policies

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

1. 220. Student Expression
2. 223. Use of Motor Vehicles
3. 224. Care of School Property
4. 226. Searches

5. 907. School Visitors
6. 913. Nonschool Organizations (Materials, Fundraising, Travel Services, Scholarships.Awards)

C. Second Reading of Policies

Approve the first reading of policies per Board C.1.-C.4.

1. 218. Student Discipline
2. 218.1 Weapons
3. 218.2 Terroristic Threats/Acts
4. 219. Student Complaint Process

D. BCIU Proposed Budget

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

Berks County Intermediate Unit (BCIU) –Mrs. Huhn reported on the meeting held on January 16, 2020 per the detailed report (attached). Mrs. Huhn explained the BCIU reorganization was necessary as the Board President did not run again after a thirteen year term. Mrs. Huhn moved from Board Secretary to Board Treasurer for the BCIU Board of Directors. Mrs. Huhn spoke about events the BCIU is hosting over the next few months and encouraged fellow Board members to attend. The next meeting will be held on February 20, 2020.

Berks Career and Technology Center (BCTC) – Mr. Wagaman, reported on the meeting held on January 22 , 2020 per the detailed report (attached).

Berks Earned Income Tax Collection Bureau (BEITC) – Mr. Neiman, No report. The next meeting will be held on March 26th.

Council on Legislative Action (COLA) – Mrs. Walizer, No report. The next meeting will be held on February 11, 2020.

Policy Committee – Mr. Wagaman, No report.

Strategic Planning/Goals – Mrs. Eisenhart reported on the Mid Year Goals Update meeting that was held on January 30, 2020. Mr. Potteiger described the Mid Year Goals Update document to the Board members. Mrs. Eisenhart commented positively on the Mid Year Goals Update about how it shows the vision of the School District and how well the goals are intertwined for a successful integration.

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

Building Construction Committee – Mrs. Huhn, Mr. Tomasi, Mr. Wagaman. Mr. Tomasi reported on the meeting held on January 23, 2020 per the detailed report (attached). The next meeting is February 27th at 8:30 AM.

Mr. Potteiger described the items distributed to the Board members.

Mr. Potteiger explained the policies on the agenda for first and second readings.

Mrs. Huhn commented about how well the Goals are framed and how useful it is for the community to stay educated about the School District.

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 Mr. Tomasi Mr. Wagaman Mrs. Walizer
Motion Carried – 7 years/ 2 absent

BUSINESS AND OPERATIONS REPORT

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

A. General Fund Bills

To approve general fund bills through January 6, 2020 totaling \$3,267,032.08 per Business A.

B. Food Service Bills

To approve food service fund bills through January 6, 2020 totaling \$28,114.08 per Business B.

C. Construction Fund Bills

To approve construction fund bills through January 6, 2020 totaling \$53,265.50 per Business C.

D. Financial Reports

To accept the following Financial Reports through June 30, 2019 & November 30, 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 – Business D.5.

E. Special Education/Pupil Services

1. To approve a settlement agreement to resolve a due process complaint for compensatory education totaling \$35,000 per Budget E.1.
2. To approve an AEDY program services for a 45 day placement for a District student at River Rock Academy, 2124 Ambassador Circle, Lancaster PA, 17603, at a cosper diem rate of \$174.29 per Business E.2.

F. Curriculum/Technology

To approve the Master Services Agreement with PowerSchool for eSchoolPlus and IEPPlus student management and special education application services through the 2021-2022 school year at an annual cost of \$14,047.72 plus a one-time setup and support fee for \$13,080.00 as per Business F.1. This represents a savings over two years of \$38,396 compared to our current agreement.

G. FACILITIES/MAINTENANCE - None

H. Audit Report

To accept the 2018-19 Single Audit Report as presented by Gorman and Associates (copies distributed at the January 6, 2019 Board Meeting).

I. Purchase of Kitchen Equipment

To authorize the Administration to purchase kitchen equipment and perform minor kitchen renovations at the Elementary School and purchase kitchen equipment for the Intermediate/Middle School at a cost not to exceed \$225,000, as per Business I. All purchases will be paid for from the Capital Reserve fund.

J. Budget Transfer

To approve the transfer of \$226,034.40 of expenditures related to the 2019 summer Elementary School secure entrance project from the 2019 Construction fund to the General Fund.

K. Lease Agreement

To approve a new five year lease agreement with Document Systems Ltd. for a new Neopost IN-700 with 10 Pound Weight Platform at a cost of \$176.54 per month as per Business K. This is the same cost as our current lease agreement for a similar machine.

Mr. Neiman explained the items under the Business section of the Board Agenda.

Mr. Neiman explained the kitchen equipment in the Elementary School has safety concerns and requires weekly maintenance due to it not functioning correctly. The District applied for a grant to help with the cost of the kitchen equipment however did not receive the grant. The proposal is to acquire new equipment.

Mrs. Huhn questioned the difference between the food service specialist recommendation and administrative recommendation for consideration of Board approval. Mr. Neiman described the process utilized to make the specialist recommendation, combined with input from the head of Food Service Managers to develop the final recommendation. For instance, a piece of equipment was in the specialist recommendation however between the coordination of the Food Service Managers they had an extra in one of the buildings and moved it to another for use, eliminating the need to purchase.

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.

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

Motion Carried – 7 yeas/ 2 absent

SUPERINTENDENT’S REPORT

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

A. Grades K-5 Science Curricula

Approve the first reading of the revised Grades K-5 Science curricula per Superintendent A.

B. Grades 6-12 Science Curricula

Approve the first reading of the revised Grades 6-12 Science curricula per Superintendent B.

C. Grades K-12 Technology Curricula

Approve the first reading of the revised Grades K-12 Technology curricula per Superintendent C.

D. Grades K-12 Physical Education/Health/Driving Curricula

Approve the first reading of the revised Grades K-12 Physical Education/Health/Driving curricula per Superintendent D.

E. 2020-2021 District Calendar

Approve the proposed 2020-2021 District Calendar per Superintendent E.

F. High School Field Trip Request

Approve the High School Field Trip Request for approximately 20 students to travel with 3 teacher chaperones to the 2020 FBLA State Leadership Conference in Hershey, PA from April 5-8, 2020 per Superintendent F.

G. Superintendent Conference Request

Approve the Superintendent to attend the 2020 Pennsylvania Association of Rural and Small Schools (PARSS) Annual Meeting/Conference in State College, PA on April 29-May 1, 2020 for a cost not to exceed \$250.00 plus mileage per Superintendent G.

Mr. Potteiger described details about the items on the Superintendent’s report 2020-2021 proposed calendar set up.

Mr. Geist updated the Board members on recent athletic events that have occurred in the past week. Brandywine Heights hosted their first Unified Bocce ball match a combined special needs and regular student athlete team, which had a great turn out from not only faculty and school administration but also family members and community members. The Wrestling team and girls Basketball team qualified for the BCIAA tournament. The boy’s Basketball team won its first Division Championship in thirty-one years and John Harrison became the all time leading scorer the same night. John Harrison will be invited to the next meeting in March to be recognized. Three band students from the trumpet section played the national anthem. As a result of the accomplishments there was a lot of positive media exposure for the School District. There was Bullet Pride in the athletics world!

Mrs. Huhn commented about attending the Boy’s Basketball game and how unified and prideful everyone at the game was. Mrs. Huhn commended Mr. Geist on his leadership and hardwork in the Athletic Department.

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

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

Superintendent’s Report – Mr. Potteiger

Enrollment Report – Mr. Potteiger

PERSONNEL REPORT

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

A. Resignations/Retirements/Terminations/Furloughs

B. Change of Status

C. Appointments

- 1. Professional Staff – None
- 2. Support Staff

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective</u>
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- | | | | | |
|----|------------------------|--|---|--|
| a. | Ms. Chaydeanne Brunner | Executive Secretary to the Superintendent | \$35,000
(stipend \$100/per Board meeting) | 2/4/2020 |
| b. | Ms. Rebecca Moyer | Full-Time School Nurse
(7.5 hrs/181 days) | \$15.25/hour | 2/10/2020
<i>pending successful completion of pre-employment requirements</i> |

3. Long Term Substitutes – None

4. Co-Curricular

- a. Instructional Co-Curricular Advisors – None
- b. Instructional Co-Curricular Student Activity Group Advisors – None
- c. Approve the recommended Spring Athletic Co-Curricular appointments per Personnel C.4.c.
- d. Approve the recommended Spring Athletic Event Staff and Volunteer Coaches per Personnel C.4.d.

D. Support Staff Substitutes - None

E. Leaves - None

F. Other Personnel Items

- 1. Approve a request from Ms. Crystal McCarty, ES Recess and Cafe Aide , to use one unpaid day for February 7th, 2020 per Personnel F.1.

Mrs. Huhn questioned a potential mistake on Rebecca Moyer’s BIS that needed to be corrected.

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>__</u> Mrs. Walizer	

Motion Carried – 7 Yeas/2 Absent

OTHER BUSINESS

Mr. Bieber commented about the Marching Band opportunity, he strongly suggested the proposition and paying for the transportation needed to the field trip to New York City. Mr. Bieber questioned if there is a possibility to minimize one bus and use the trailer.

Mr. Tomasi agreed with Mr. Bieber and commented how it would be a lifelong event that students would talk about having the opportunity to prioritize.

Mr. Potteiger explained the need for charter buses due to school busses not being permitted to cross state lines.

Mr. Potteiger commented that the presentation was a very preliminary discussion. Mr. Saltzburg has a tight turn around for commitment and he wanted the opportunity to present to the Board members and explain the field trip.

Mrs. Eisenhart agreed with supporting the field trip to provide students with the chance to do something like this in the future.

Dr. Carter commented about the national and international coverage the School District would get in participating in this event.

Mr. Tomasi asked for comments from Board members and the public.

An audience member commented about support for the field trip, she explained coming from a smaller school district and being a part of the music program, a field trip like this would have been a great opportunity and one that students would remember.

Mr. Tomasi announced there was an executive session prior to the meeting to discuss district negotiations.

ADJOURNMENT

A motion was made by Mr. Bieber seconded by Mr. Wagaman to adjourn the meeting at 8:20 p.m.

Motion carried with all yeas.

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Approval Date

-
Craig Neiman, Board Secretary
Chaydeanne Brunner,
Recording Secretary



Committee Reports

February 3, 2020

Berks County Intermediate Unit (BCIU):

Date of Meeting:	Thursday, January 16, 2020
Person Reporting:	Mrs. Elizabeth Huhn
Summary:	<p>To kick off the first Board meeting of the new year, and in conjunction with School Board of Directors Recognition Month, the BCIU presented its 3rd annual "student artwork showcase." Each of the 18 Berks County school districts has a student's artwork displayed, under the theme of "Faces and Places" in the BCIU Board Room for the next year. A black-and-white piece by BHHS seniors Abby Savitz and Riley Taveres was selected to represent Brandywine Heights.</p> <p>New BCIU Board Members from Kutztown, Fleetwood, and Daniel Boone were seated.</p> <p>Retiring BCIU Board President, Mr. Tim Heffner (from Fleetwood) was honored for his 19 years of service on the BCIU Board and 14 years as BCIU Board President. Due to this retirement, new BCIU Board Officers were elected:</p> <ul style="list-style-type: none">• Mr. Gary McEwen moved from Vice President to President• Mr. Ralph Richard moved from Treasurer to Vice President• Ms. Elizabeth Huhn moved from Secretary to Treasurer• Mr. Brian Specht was elected Secretary <p>Other action taken by the BCIU Board included:</p> <ul style="list-style-type: none">• Approval of the 2020-2021 BCIU General Fund Budget. Brandywine Heights, along with all other districts, will be asked to vote on the Mandated Services portion of this budget (which is \$739,871) by mid-April. NOTE: The Mandated Services budget reflects a \$0 increase in school

district contributions. Brandywine Height's share will remain at \$23,382.16 for the 2020-2021 school year.

- Received a "Mid-Year State of the Unit" update from Dr. Jill Hackman, Executive Director, reflecting accomplishments for the past 6 months and prioritized goals for the forthcoming months across each of the 6 offices.
- Received an update on the \$3 million federal grant the BCIU received for Berks County Heads Start to continue to support more than 800 Berks County children and their families with school readiness.
- Received an update on the \$250,000 grant the BCIU received from the Pennsylvania Department of Education (PDE) to manage and facilitate the revision of the PA Academic Science Standards. These standards were last updated in 2002. This work will occur over the next 6 - 8 months.
- Received a briefing on the planning meeting held with Superintendents and Business Managers on December 13, 2019 to assist them in preparing key talking points in relation to the upcoming release of ESSA Financial Transparency (a/k/a per-pupil spending by school) data in April/May.

Important upcoming events:

- The BCIU hosted its annual workshop for Board Presidents and Superintendents on Thursday, 1/23/2020.
- The BCIU will host the annual **Annie Sullivan Awards** Ceremony for excellence in Special Education on **Wednesday, 4/1/2020 from 5:00 - 7:00 pm.**
- In partnership with the PA Governor's Office of Homeland Security, the BCIU will host the annual **Keeping Kids Safe Symposium on Tuesday, 4/15 from 7:30 am - 3:30 pm** at the Crowne Plaza in Wyomissing.
- The BCIU will host the **50th Annual Convention of Berks County School Directors on Tuesday, 4/23 from 5:30 - 8:30 pm.** Location is TBD.

Berks Career and Technology Center (BCTC):

Date of Meeting: January 22, 2020

Person Reporting: Mr. Michael Wagaman

Summary: **Under Old Business**

None

Under New Business

- Approved the 1st reading of the following policies of the Berks Career & Technology Center Policy Manual:
 - Membership 004
 - Meetings 006
 - Nondiscrimination & Harassment for School & Classroom 103
 - Nondiscrimination for Students with Disabilities 103.1
 - Nondiscrimination & Harassment for Employees 104
 - Adoption of Textbooks 108
 - Admission of Students 201
 - Attendance 204
 - Withdrawal from School 208
 - Health Examinations and Screenings 209
 - Possession & Admin. of Asthma Inhalers/Epi Pens 210.1
 - Student Expression & Distribution & Posting of Materials 220
 - Tobacco/Nicotine (Students) 222
 - Suspension and Expulsion 233
 - School Wellness 246

- Hazing 247
- Tobacco/Nicotine (Employees) 323
- Professional Development 333
- Family & Medical Leaves 335
- Workers Compensation 346
- Procurement 626
- Crowdfunding 702.1
- Maintenance 704
- Facilities and Workplace Safety 705
- Use of Center Facilities 707
- Building Security 709
- Emergency Preparedness & Response 805
- Relations with Law Enforcement Agencies 805.1
- Food Services 808
- Transportation 810
- School Bus Drivers & Comm. Motor Vehicle Drivers 810.1
- School Vehicle Drivers 810.3
- Contracted Services Personnel 818
- Public Attendance at Center Events 904
- Non-school Organizations/Groups/Individuals 913
- Approved to remove the following policy from the Berks Career & Technology Center Policy Manual. It has been merged into Policy 126:
 - Student Quotas 126.1

Under Finance Committee, the Joint Operating Committee:

- Report on the Finance Committee meeting that was held on December 12, 2019.

Under Building/Insurance Committee, the Joint Operating Committee:

- Approved the following change orders for the new welding building:

Uhrig Construction – General Contractor

#1 – \$3,602.82 – Additional storm water runoff piping.

#2 – \$5,005.28 – Steel support channels to support roof mounted equipment.

#3 – \$4,492.53 – Modify the water line install. A decision was made to run water out of the Printing Production area as opposed to Cosmetology lab.

#4 – \$3,550.12 – Install additional rebar for the overlapping area. Due to block type and seismic/hurricane specifications.

#5 – \$8,328.20 – Adds blocking on the rear storage room canopy to provide a finished look and provides a mount to the rain gutter.

#6 – \$6,600.76 – Door hardware changes to support the card access system and security system.

H.B. Frazer – Electrical Contractor

#3 – \$9,136.00 – Install IT cables, lines and data rack.

#4 – \$35,193.15 – Furnish and install card access and security system.

Under Negotiations Committee

- There was a Negotiation Committee meeting with Act 93 representatives immediately following the JOC meeting on January 22, 2020.

Under Program/Personnel Committee, the Joint Operating Committee:

- Approved for the administration to include the Heavy Equipment Operations program CIP#49.0202 at the East

Campus as a program beginning with the start of the 2020-2021 school year and to submit the required documentation to the Pennsylvania Department of Education, Bureau of Career and Technical Education.

Under Other Committees (For Information Only):

· No report

Under Personnel Matters, the Joint Operating Committee took action to approve all personnel matters as presented.

Under Other Matters for Consideration, the Joint Operating Committee:

- Approved to purchase an envelope press from Northern Machine Works from the Printing Production fund at a cost not to exceed \$13,069.10.
- Approved to ratify the contracts to vendors for copy paper bids per the Berks County Joint Purchasing Bid Award dated December 10, 2019 for January 1, 2020 to June 30, 2020.
- Approved an educational trip for Albert DeNault and Eric Lynch of the Culinary Arts program to attend the National Restaurant Association Food Show on May 15-18, 2020 in Chicago, IL at a cost not to exceed \$2,490.
- Approved to ratify 19 students to attend the SkillsUSA District Competitions on January 17, 2020, in Chambersburg, PA, at a cost of \$100 to BCTC's General Fund.
- Approved 37 students to attend the SkillsUSA District Competitions on February 14, 2020, in Ephrata, PA, at a cost of \$100 to BCTC's General Fund.
- Approved an educational trip of 54 students of the East Campus Cosmetology program to attend "The Beauty Experience" on March 10, 2020 in New York, NY at a cost not to exceed \$210.
- Approved an educational trip of 50 East Campus students of the Horticulture program to attend the Philadelphia Flower Show on Saturday, March 29, 2020, as an event sponsored by the East Campus FFA, at a cost of \$100 to BCTC's General Fund.
- Approved BCTC's participation in the CAFCO Food Service Bids processed through Lancaster-Lebanon IU #13 for the purchase of the following items for the 2020-2021 school year.
 - § Grocery
 - § Bread
 - § Milk
 - § Tea & Drinks
- Approved to ratify a contract with Eshelman Transportation to provide student transportation for the remainder of the

2019-2020 school year at a cost not to exceed \$108 per day.

- Approved to ratify a contract with New Rhoads Transportation to provide student transportation for 62 days at a cost not to exceed \$299 per day.

The next meeting of the Joint Operating Committee will be held on Wednesday, February 26, 2020, at the West Campus of the Berks Career and Technology Center in Leesport, PA.

Berks Earned Income Tax Collection Bureau (BEITC):

Date of Meeting:	No Meeting
Person Reporting:	Mr. Craig Neiman
Summary:	No Report.

Berks County Committee on Legislative Action (COLA):

Date of Meeting:	No Meeting
Person Reporting:	Mrs. Laura Walizer
Summary:	No Report. Next meeting February 11, 2020.

Policy Committee:

Date of Meeting:	No Meeting.
Person Reporting:	Mr. Michael Wagaman
Summary:	No Report

Strategic Planning/Goals:

Date of Meeting: January 30, 2020
Person Reporting: Mrs. Alexis Eisenhart
Summary: [2019-20 District Goals](#)

Negotiations/Compensation Committee:

Date of Meeting:
Person Reporting: Mrs. Elizabeth Huhn
Summary: Nothing new to report.

Building Construction Committee:

Date of Meeting: January 23, 2020 (8:30 AM - 11:30 AM)
Person Reporting: Mrs. Elizabeth Huhn, Mr. John Tomasi, Mr. Michael Wagaman
Summary: Brandywine Heights Building Committee Meeting on January 23, 2020 (8:30 AM - 11:30 AM)

1. Floor Plan Review
 - a. Updated Toilets moving to 8 stall system. Consider adding more stalls to the female side. Consider deduct stalls on male side and add urinals with partitions
 - b. Revised Code and Fire Walls. Building would not be fully sprinkled, therefore, it would need a firewall between the existing building and the new building. Consider a flow test and if deemed high enough water pressure, could consider sprinkler system for the entire building and deduct fire wall as this may be a cost-effective measure. Otherwise, if the flow test reveals that water pressure is too low, would need to install a pump room which would be cost prohibitive.
2. Exterior Materials - Elevation Review. We discussed many options regarding implementing a new building exterior (gymnasium and new classroom wing) into the current building. Discussed multiple options including single tone metal, two tone

metal, and brick/CMU. General consensus from the team was to consider brick/metal flashing facades to blend into the current building. Wanted to continue with a classic or "timeless" feel.

3. Revised Cost Estimate -- Set max budget of total elementary building cost. (discussed by Elysia Mikkelsen, Project Architect)

4. Act 34 Hearing and Booklet Timeline.

a. Draft presented during this meeting -- Feb 3 board meeting

b. Final Booklet available to the public for approval --March 2 Board meeting. This is followed by a public advertisement for a minimum of 20 days based on Act 34 guidelines.

c. Final Act 34 Hearing to be considered for March 30 and final approval --April 6 Board meeting. Based on guidelines, the cost of the project cannot exceed greater than 8% of the proposed budget. If the cost of the project is greater than 8% on bid day then will need to undergo a new budget presentation.

5. Administrative Team Meeting on January 30, 2020 -- Interior planning with Elementary teachers conducted.

6. Next Building Committee is Thursday, Feb 27, 2020 @ 8:30 AM



Superintendent Report

February 3, 2020

Curriculum/Instruction:

- 1. Site Visit**
 - 1/28/20 - Fleetwood Area School District visited Brandywine Heights Elementary School to see/discuss the Wonders ELA resource implementation.
- 2. World Read Aloud Day**
 - 2/6/20 - 4th and 5th grade will visit the Elementary School to partner for World Read Aloud Day
- 3. ½ Professional Development Day**
 - 2/14/20 - District staff will participate in a ½ (PM) day of professional development centered around gifted/personalized instruction

Brandywine Heights Virtual Academy:

- 1. Enrollment**
 - 247 Students (32 New Students for 2nd Semester)
 - 23 Full-Time
 - 224 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. Microsoft Office Upgrades**
 - 2/14/20 - District staff will be upgraded from Office 2016 to Office 365
- 2. Google Drive File Stream**
 - During the next two months, students and staff will transition from having files stored on the server, to Google
 - This allows anywhere/anytime access, less of a reliance on the server, and unlimited storage



BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT

200 West Weis Street, Topton, PA 19562 | 610.682.5100 | bhasd.org

Athletics:

1. Brandywine Heights Winter Season Senior Nights:
 - Wrestling: January 22
 - Girls Basketball and Swimming: January 28
 - Boys Basketball: January 31
 - Cheer: February 3
2. Congratulations to Noah Frack for his Outstanding Wrestler Award at the BCIAA Individual Wrestling Tournament
3. Congratulations to Senior Boys Basketball player John Harrison for joining the 1,000 point club on December, 17 at Hamburg

Brandywine Heights Community Task Force:

1. **Education Events**
 - Managing Stress/Anxiety – Date & Location TBD (Feb/March)
 - Educational Showcase – April 16, 2020 – Collaboration with HS SADD Club & Council on Chemical Abuse
2. **Monthly Meetings**
 - Tuesday, February 11, 2020 | 6:30 pm @ BHMS Library

Brandywine Heights Area School District
 District Enrollment Board Report
 February 2020

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	14	14.58%	32	33.33%	2	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%	31	31.96%	1	0
2029	Third Grade	113	5	22.60	32	28.32%	39	34.51%	0	0
Elementary		411							3	0
2028	Fourth Grade	104	5	20.80	30	28.85%	42	40.38%	0	1
2027	Fifth Grade	106	5	21.20	27	25.47%	35	33.02%	0	1
Intermediate		210							0	2
2026	Sixth Grade	85	4	21.25	29	34.12%	27	31.76%	1	3
2025	Seventh Grade	119			28	23.53%	44	36.97%	1	7
2024	Eighth Grade	114			19	16.67%	34	29.82%	0	2
Middle School		318							2	12
2023	Ninth Grade	136			28	20.59%	38	27.94%	2	40
2022	Tenth Grade	123			33	26.83%	41	33.33%	4	37
2021	Eleventh Grade	93			13	13.98%	24	25.81%	2	52
2020	Twelfth Grade	125			24	19.20%	39	31.20%	10	81
High School		477							18	210
Out of District Placements		12			12	100.00%				
Totals		1428			319	21.68%	461	32.12%	23	224