

**OFFICIAL PROCEEDINGS  
OF THE  
BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT  
BOARD OF DIRECTORS  
May 11, 2020**

The Regular Meeting of the Board of Directors of the Brandywine Heights Area School District was called to order at 6:04 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, Abigail Savitz

**Visitors:** Karen Devine(PSBA Representative), Amy Goldman (PSBA Representative), Elysia Mikkelsen (Crabtree Architect), Katie Hess, Janelle Moser, Lisa Chatburn, Amity Grim, Ben Crouse, Cheryl Wiltrout, Kenny Wiltrout, Donna Kline, Katharine Klinick, Mary Shoemaker, Michael Huston, Antonio Riggins, Sherry Moyer, Nicole Smith.

Mr. Tomasi and Mr. Potteiger presented the #newHEIGHTS Awards to outstanding employees nominated by their peers. April recipients were Mrs. Janelle Moser, Elementary School Teacher and Mrs. Katie Hess, Elementary School Teacher. May recipients were Mrs. Carol Gieringer, Elementary School Food Service Manager, Mrs. Linda Reinert, Intermediate/Middle School Food Service Manager, and Mrs. Donna Kline, High School Food Service Manager. Ms. Kelly and Mr. Neiman shared personal accolades about each employee.

Mr. Tomasi, Mr. Farina and Mr. Dziunycz acknowledged the 2019-20 School Board Student Representatives Olivia Deysher, Meghan Miller, Abigail Savitz and Tatyana Ulman. Each student shared their experiences in regards to online learning and how they have adapted to the new learning style. The Student Representatives will receive a certificate of appreciation for their dedicated service.

Mr. Potteiger read the Obituary Minute for Mr. James Mabry and Mrs. Helen McCreary followed by a moment of silence.

Mrs. Karen Devine and Mrs. Amy Goldman provided a presentation regarding PSBA resources that are available due to COVID 19.

### **BOARD OF DIRECTORS REPORT**

A motion was made by Mr. Scheetz and seconded by Mr. Bieber 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 April 6, 2020 per Board A.

#### **B. Second Reading of Policies**

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

1. 235. Rights and Responsibilities
2. 236. Student Assistance Program
3. 239. Foreign Exchange Students
4. 241. Academic Stipends (eliminate)

#### **C. First Reading of Policies**

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

1. 247. Hazing

#### **D. School Board Treasurer**

Appoint Mr. John Scheetz as School Board Treasurer for a one-year term beginning July 1, 2020 ending June 30, 2021.

#### **E. School Board Voting Delegates**

Appoint Mrs. Alexis Eisenhart and Mrs. Laura Walizer as School Board Voting Delegates to the Pennsylvania School Board Association 2020 Delegate Assembly.

#### **F. School District Solicitor**

Reaffirm Kegel, Kelin, Litts & Lord LLP, as the School District's solicitor of record at a rate of \$295 per hour.

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

**Berks County Intermediate Unit (BCIU)** – Mrs. Huhn, no report.

**Berks Career and Technology Center (BCTC)** – Mr. Wagaman, no report.

**Berks Earned Income Tax Collection Bureau (BEITC)** – Mr. Neiman, no report.

**Council on Legislative Action (COLA)** – Mrs. Walizer, no report.

**Policy Committee** – Mr. Wagaman, No report.

**Strategic Planning/Goals** – Mrs. Eisenhart, reported on the meeting held on May 7, 2020. Mr. Potteiger spoke about the goals that have been accomplished this year.

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

**Building Construction Committee** – Mrs. Huhn, Mr. Tomasi, Mr. Wagaman. Mr. Tomasi reported on the meeting held on May 7, 2020 virtually per the detailed report (attached).

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

Motion Carried – 8 yeas

## **BUSINESS AND OPERATIONS REPORT**

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

### **A. General Fund Bills**

To approve general fund bills through May 11, 2020 totaling \$3,424,732.24 per Business A.

### **B. Food Service Bills**

To approve food service fund bills through May 11, 2020 totaling \$17,457.01 per Business B.

### **C. Construction Fund Bills**

To approve construction fund bills through May 11, 2020 totaling \$48,766.90 per Business C.

### **D. Financial Reports**

To accept the following Financial Reports through March 31, 2020:

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 – No Report

### **E. Special Education/Pupil Services**

1. To approve a waiver agreement for a student to attend the Concept School for the 2020-2021 and 2021-2022 for the school years, ESY 2020 and ESY 2021 including transportation per Business E.1.
2. To approve an agreement with Capstone Academy, East Norriton, PA for the 2020-21 School Year to provide Capstone Programming for a district student at a cost of \$83,070.00, as per Business E.2.
3. To approve an agreement with Capstone Academy, East Norriton, PA for 2020 Extended School Year Agreement for a district student at a cost of \$11,201.50, as per Business E.3.

### **F. Curriculum/Technology**

1. To approve an agreement for PIMS Submission Support as per Business F.1 from May 12, 2020 until June 30, 2021 at a cost of \$66.67 per hour, not to exceed \$1,250 for the remainder of the 2019-2020 school year and not to exceed \$5,000 for the 2020-2021 school year. The Independent Contractor would be responsible for managing the PIMS submission calendar and notifying the point of contact at the District of upcoming submissions, instructions to prepare their database for the submission, as well as the criteria to run the correct download.

2. To approve the 5 year lease agreement with Fraser Partnership Plan for copier services as per Business F.2 beginning July 1, 2020 until June 30, 2025. This agreement will save the District \$23,277 each year (machine and per page costs) over the current agreement.
3. To approve an agreement with PowerSchool for Unified Talent (Talent Ed) Applicant Tracking services from June 23, 2020 until June 30, 2021 at a cost of \$1,956.38 as per Business F.3. These services were previously hosted by the BCIU.
4. To approve an agreement with PowerSchool for Enrollment Registration services from June 23, 2020 until June 30, 2021 at a cost of \$3,458 as per Business F.4. These services were previously hosted by the BCIU.

#### **G. Facilities/Maintenance**

1. To approve the annual service and preventative maintenance agreement with The Longacre Company, on commercial refrigeration equipment for the 2020-2021 school year as per Business G.1. All costs remain unchanged with the exception of holiday/weekend/emergency rates represent a \$10/hour increase over 2019-20.
2. To approve the annual service agreement with K&D Factory Service, on food service kitchen equipment for the 2020-2021 school year as per Business G.2. Weekday routine service requests rate is \$3/hour higher than 2019-20 rate and holiday/weekend/emergency rates represent a \$4.50/hour increase over 2019-20.
3. To approve the maintenance agreement with Honeywell Business Solutions for the elementary and intermediate/middle school building automation preventative maintenance and service for three years as per Business G.3. The 2019-20 school year cost is \$57,240.
  - 2020-2021 school year - \$59,539
  - 2021-2022 school year - \$61,910
  - 2022-2023 school year - \$64,389
4. To approve the proposal with Falcon Fire, Inc. to inspect and service District fire extinguishers for the 2020-2021 school year at a cost of \$3,872.40 (Current year \$5,727.65 - decrease due to a low number of devices requiring 10yr testing) as per Business G.4.
5. To approve the proposal with Falcon Fire, Inc. to clean the kitchen hoods for the 2020-2021 school year at a cost of \$2,235.00 as per Business G.5.
6. To approve the service agreement with Reading BDS for annual generator preventative maintenance for the 2020-2021 school year at a cost of \$1,735 (no increase from 2019-20) as per Business G.6.
7. To approve the agreement with SSI for preventative maintenance on the High School dust collector fire suppression system for the 2020-2021 school year at a cost of \$690 (no increase from 2019-20) as per Business G.7.
8. To approve the costars contract with A.G. Mauro Company to replace a set of doors at the Middle School at a cost of \$10,575 as per Business G.8.

#### **H. Masterlibrary Scheduling Software**

To approve a subscription with MasterLibrary for scheduling software from July 1, 2020 until June 30, 2021 at a cost of \$2,570 as per Business H. This represents a cost increase of \$270 over the current subscription.

#### **I. Coaching Alliance Agreement**

To approve a two year agreement with Positive Coaching Alliance for services as articulated by Mr. Geist at the February 17th Budget Presentation from May 1, 2020 until May 1, 2022 at a cost of \$2,900 per year as per Business I.

#### **J. Food Service Consulting Services**

To approve exercising a one year renewal with SOS Group for food service consulting services through June 30, 2021 (covering the 20-21 school year). The original three year agreement was signed on June 27, 2016 and contains two separate one year renewal options (19-20 and 20-21). The 2020-21 monthly fee will be \$3,973.72, an increase of \$96.92/month over the 2019-20 rate as per extension Business J.

#### **K. Insurance Broker Of Record**

To designate CBIZ Benefits & Insurance Services of PA as the 2020-2021 insurance broker of record. Annual premium costs will be provided as part of the June Board agenda.

#### **L. 2019-2020 General Fund Proposed Final Budget Approval**

To approve the 2020-2021 General Fund Proposed Final Budget totaling \$33,022,753 reflecting a 1.5% real estate tax increase of 0.5061 mills (34.2483 mills) as per Business L. Other notable items in the 2020-2021 budget include:

- a. District debt obligation refinance savings recognized
- b. Budgeted expenditure DECREASE of 0.58% from 2019-20 Budget
- c. Balanced Revenue and Expenditures with no anticipated draw on Fund Balance
- d. Revenue concerns related to COVID-19 pandemic

Note: The 2020-2021 budget is scheduled for final adoption on June 15, 2020 at 6:00 pm. The 2020-2021 General Fund Proposed Final Budget will be available for inspection on Thursday, May 14, 2020 on the District's website at [www.bhasd.org](http://www.bhasd.org). Call (610) 682-5100 or email [cranei@bhasd.org](mailto:cranei@bhasd.org) with questions or if you require a printed copy of the 2020-21 General Fund Proposed Final Budget.

#### **M. District Purchase Of Senior Vouchers**

To approve the District's purchase of three additional senior vouchers (total of 14), submitted after the Board meeting on April 6, 2020, as well as to adjust the reimbursable amount to each student due to EF tours reimbursement policy changing. The policy now includes reimbursing the nonrefundable deposit and global travel protection for the canceled High School European Educational Trip that was to occur from March 13, 2020 to March 22, 2020 per Business M.

#### **N. Middle School Weight Room Equipment Lease**

To approve entering into a five year lease agreement with Johnson Health Tech North America to acquire weight room equipment for the Middle School at a cost of \$9,656.70 per year as per Business N. Equipment will be provided by Webster Fitness and will include a maintenance plan agreement. The District will own the equipment at the end of the lease term.

#### **O. High School Basketball Scoreboard Purchase**

To approve the purchase of a replacement High School basketball scoreboard from Nevco Sports, LLC for \$22,534.11 as per Business O. The existing scoreboard is original to the HS building and has experienced an increase in controller and bulb issues in recent years and requires a significant amount of maintenance to render functional.

#### **P. WageWorks HealthEquity**

To approve an extension to an existing agreement with WageWorks HealthEquity for direct billing administrative services related to retiree insurance billing as per Business P. This would be a new service for the District and will cost \$250 for a one-time setup fee and then \$5.25 per participant monthly or approximately \$157.50 per month. As the Business Office has streamlined operations, this partnership will assist in reducing clerical work.

#### **Q. PSBA Membership**

To approve the 2020-21 Pennsylvania School Board Association Standard Package membership dues of \$9,720.83 and Policy Maintenance package of \$1,250 (total \$10,970.83) and is the same rate as 2019-20 as per Business Q.

**R. Substitute Teacher Services Agreement**

To approve a two year contract agreement with Substitute Teacher Service (STS), Inc. of Aston, PA for substitute teacher services for the 2020-2022 school year with a 1% increase to the markup rate (estimated to be a \$2,051 annual increase) described below, per Business R.

<b>Substitute Teacher Assignment Details</b>	<b>STS Pay Rate</b>	<b>District Bill Rate</b>	<b>Markup (1% increase)</b>
Per Diem Substitute Teacher, Day 1-45	\$100.00	\$132.00	32%
Per Diem Substitute Teacher, Day 46+	\$110.00	\$145.20	32%

Mr. Neiman explained the items under the Business and Operations report, highlighting Item L, the General Fund Proposed Final Budget Approval.

Mr. Voelker explained curriculum/technology of the business section.

There was Board discussion about the purchase of a scoreboard for the high school gymnasium. Mrs. Walizer questioned if the District has looked into leasing a scoreboard or outside financial help to purchase the scoreboard.

Mr. Geist, the Athletic Director, explained why a new scoreboard was needed and how he came to the decision to purchase the item suggested for the school district.

Mr. Tomasi asked the Board members if they would like to vote separately on any items under the Business section.

Mrs. Walizer requested to vote separately on Item Business O.

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

Roll call was taken to approve items under Business O.

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

Motion Carried – 8 years

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

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

Motion Carried – 8 years

**SUPERINTENDENT’S REPORT**

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

**A. Extended School Year Program**

To approve the 2020 ESY (Extended School Year) Program offered to students who meet eligibility requirements scheduled to run Mondays through Thursdays July 6-30, 2020 per Superintendent A. The program will offer three AM sessions (8:30-11:30) and three PM sessions (12:30-3:30). There is also a required in-service day for teachers. ESY staff recommendations will be added to the June Agenda.

**B. Summer Work Experience Assessment Program**

To approve the 2020 Summer Work Experience Assessment Program (SWEAP) as detailed in Superintendent B. The program is scheduled for June 15 through July 29, 2020 on Mondays, Tuesdays & Wednesdays, 8:00 a.m. to 3:00 p.m. at Brandywine Heights & Rodale.

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

Superintendent's Report – Mr. Potteiger

Enrollment Report – Mr. Potteiger

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 Superintendent's Report.

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

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

Motion Carried – 8 yeas

**PERSONNEL REPORT**

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

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

**B. Change of Status**

**C. Appointments**

1. Professional Staff - None
2. Support Staff - None
3. Long Term Substitutes
4. Co-Curricular
  - a. Instructional Co-Curricular Advisors - None
  - b. Instructional Co-Curricular Student Activity Group Advisors - None
  - c. Approved the recommended Spring Athletic Co-Curricular Appointments - None
  - d. Approved the recommended Spring Athletic Event Staff and Volunteer Coaches - None

**D. Support Staff Substitutes - None**

**E. Leaves**

1. Approve the request from Mrs. Ellen Grow, Payroll and Benefits Specialist, to take a maternity leave of absence beginning approximately June 12, 2020 with the intent to return on September 14, 2020 per Personnel E.1.

2. Approve the request from Mrs. Kathryn Defibaugh, Middle School English Teacher, to take a maternity leave of absence beginning August 18, 2020 through approximately October 9, 2020 with the intent to return on October 12, 2020 per Personnel E.2.

**F. Other Personnel Items**

1. To approve a one time \$1,000 stipend to be paid to Linda Reinert, Donna Kline, and Carol Gieringer to recognize their efforts serving bagged grab and go meals during the COVID-19 pandemic.

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 Personnel Report.

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

Motion Carried - 8 yeas

**OTHER BUSINESS**

A motion was made by Mr. Bieber and seconded by Mr. Scheetz to accept the Other Business Report.

**A. Elementary School Addition**

To approve the following bids for a construction project at the Elementary School Addition including a new gymnasium and four classrooms at a total cost of \$5,161,548.00 per Other Business A.

Contractor		BASE BID	Alternates	Total Cost
General Contractor:	eciConstruction, Inc.	\$3,372,000.00	\$116,000.00	\$3,488,000.00
Mechanical Contractor:	J.B.M. Mechanical, Inc.	\$668,000.00		\$668,000.00
Plumbing Contractor:	Worth and Company, Inc.	\$334,000.00		\$334,000.00
Electrical Contractor:	Wind Gap Electric, Inc.	\$649,777.00	\$21,771.00	\$671,548.00
	Total Cost	\$5,023,777.00	\$137,771.00	\$5,161,548.00

Bid Alternates			
	Classification	Description	Cost
GC-1	Unclassified Construction	Set amount for removal of any soil/fill found within the specified project depth during construction, no distinctions are made for any type from loose fill to rock.	\$5,500
GC-2	Hallway Alteration with Hardstop Panel	Creates a covering over the existing old tile work in the hallway to provide a clean modern feel throughout the	<del>\$102,000</del> *Future



		building.	decision will be made on this option
GC-3	Modern Fold Partition (x2)	Allows the new classrooms to have a moveable wall between the classroom space for future education and joint project collaboration.	\$44,000
GC-4	Gymnasium Windows	Adds windows to the long side – facing north, at the top of the gym for more day light.	\$10,000
GC-5	30-Year Roof Warranty	Extends the roof warranty from 20 years to 30 years.	\$18,000
GC-6	Floor Preparation System – Self Leveling System and Moisture Mitigation System	A sealer will be applied to the existing gym floor/new library space and all other new construction floors.	\$38,500
EC-1	Unclassified Construction	Set amount for removal of any soil/fill found within the specified project depth during construction, no distinctions are made for any type from loose fill to rock.	\$1.00
EC-2	Intrusion Detection	Upgrade alarm system for all of building.	\$22,770
EC-3	Electrical Outlets	DEDUCTION from the cost of two electrical outlets because we are installing items within folding operable wall.	(-\$1,000)

1. General Contractor: eciConstruction, Inc. from Dillsburg, PA for the cost of \$3,488,000.00 including bid alternates.
2. Mechanical Contractor: J.B.M. Mechanical, Inc. from Nazareth, PA for the cost of \$668,000.00.
3. Plumbing Contractor: Worth and Company, Inc. from Pipersville, PA for the cost of \$334,000.00.
4. Electrical Contractor: Wind Gap Electric, Inc. from Wind Gap, PA for the cost of \$671,548.00 including bid alternates.

Mr. Potteiger explained the bid process and the bids that came in for the Elementary School construction project.

There was Board discussion about whether or not to continue with the Elementary School construction project due to COVID 19 and the unusual circumstances surrounding it.

Mr. Potteiger explained why moving forward with the Elementary School construction project is the best option due to the Elementary School being at a 98% capacity. If students come back and

new parameters are put in place due to COVID 19 continuing with the project and having third grade move to the middle school is still the best option because there will be more room.

Mr. Beiber questioned if the project was not completed where the allocated money would go.

Mr. Neiman explained the money would stay in the construction fund until the Board would choose what it is used for.

Mr. Tomasi asked for any public comments.

Mary Shoemaker of Mertztown with two children in the district asked if it makes sense to move forward now or does it make sense to wait a year. In the event that social distancing is mandated in the fall will the construction work hamper the ability for students to come back and for the district to abide by mandated guidelines? Given the projected revenue deficit for the district is it smart to move forward or should we put it on hold a year until the uncertainty has passed.

Mr. Potteiger answered Ms. Shoemaker's question, as a safety aspect there are specific safeguards for all the construction workers. The Board facility committee talked about the possibility of postponing a year however unfortunately the bids that were received came in very reasonably and those bids are only valid for a certain amount of time. If the project is delayed we would not know the cost of construction a year from now. It is a long term decision in a short term crisis situation.

Michael Huston of Macungie, has a current second grader, asked what the capacity of the Middle school will be once the third grade classes move in. He also explained his family has experienced extensive delays all across the board in terms of construction and asked if the District has discussed delays such as not being able to get materials and a limited amount of people being able to work due to COVID 19. He also questioned if there are fines or extensions if construction is delayed.

Mr. Farina explained the Intermediate/Middle school is currently operating at a 60% capacity. Adding 97 students from the third grade class will equal about 650 students in the intermediate/middle school which would then operate at a 80% capacity.

Mr. Pratt explained contractors put bids in knowing COVID 19 is a factor. There is verbiage written into the contracts that relates to time and delay issues. The construction companies are fully aware of the provisions and know the requirements to provide the workers and materials. At this time delays in other construction projects have been limited and the working relationship between contractors has been very smooth.

Mrs. Huhn asked Board members to share their thoughts on why the construction project should move forward.

There was overall support from the Board members to continue with the Elementary School construction project.

Mr. Huston supported moving forward with the Elementary School project with positive comments about the preparations the District has done for the project and the logic behind it.

Nicole Smith from Rockland Township, with a current second grader, asked if third grade students will have to move to the Intermediate School regardless if construction is completed or not. She also asked how the third graders will be included in activities within the Elementary school, and if they will have separate activities. Her concern is with the older students being in the Intermediate/Middle School and the third grade students missing out on Elementary School activities they would have had without moving buildings. She also asked what school they would be a part of.

Mr. Potteiger explained Students will only change buildings if construction gets approved due to the constraints with space. The district wants to ensure the experience of the students is the same as it would be at the Elementary School. Mr. Farina and Ms. Kelly have been working together to make the students feel comfortable with this change. They want to make sure the experience of the students is the same as it would be at the Elementary School. Farina and Kelly work together to make students feel comfortable. Third grade students will be a part of Intermediate School because they will be physically in that building however they will have connections with Elementary School.

Mr. Farina explained that third grade students will be included in both Elementary and Middle School activities. A theme will be created that will involve both the students and the parents.

Mrs. Eisenhart thanked the community members for sharing their questions and feedback. She stated making these decisions is not easy when you don't know if you have the support of the community and hearing the questions and support is very helpful. She felt the District needs to take advantage of this time and cost effectiveness. This project gives the community a time to come together and get the economy flowing again and show the community we can move forward even when times are unknown and not sure what is going to happen. The Elementary School Project is needed and the District has the funds and a promising financial position going into it.

Mr. Tomasi stated COVID is an ongoing problem and something the world is going to have to face for a long time. We as a district are going to be faced with future short term problems and have to look at this project as a long term investment. Mr. Tomasi stated he had no reservations about the Elementary School Construction project and knowing what the District is going to get in return for continuing with this project he thinks the District has a really good opportunity as far as building and costs are concerned.

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

Roll call was taken to approve items under Other Business.

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

Motion Carried – 8 yeas

Mr. Tomasi announced there was an executive session prior to the meeting to discuss personnel matters and ACT 44 Safety Reports.

## **ADJOURNMENT**

A motion was made by Mrs. Walizer and seconded by Mr. Bieber to adjourn the meeting at 8:46 pm.

Motion carried with all yeas.

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Approval Date

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Craig Neiman, Board Secretary  
Chaydeanne Brunner,  
Recording Secretary



## Committee Reports

May 11, 2020

### Berks County Intermediate Unit (BCIU):

<b>Date of Meeting:</b>	April 16, 2020
<b>Person Reporting:</b>	Mrs. Elizabeth Huhn
<b>Summary:</b>	<p>The March 19th meeting of the BCIU Board of Directors was cancelled due to the COVID-19 crisis and the announcement of the mandated closing of all school facilities across Pennsylvania effective beginning March 13th.</p> <p>The April board meeting was held virtually. The Board received an update on the following:</p> <ul style="list-style-type: none"><li>• The BCIU instituted a "continuity of education" plan which covers four main areas: communications and staff support, technology, financial landscape, and virtual learning, including individualized learning for students with unique needs.<ul style="list-style-type: none"><li>○ In terms of the financial landscape, the BCIU's funding sources are approximately 40% from PA state and approximately 47% from the Federal government, so strategies are being put in place to plan ahead, be ready to make faster decisions, and to prioritize and slow spending.</li><li>○ In terms of providing resources for the Berks County school districts and their staffs, significant amounts of website content and resources have been made available. More than 1,500 live teacher sessions and more than 15,000 on-demand sessions have occurred so it is clear that these resources are being heavily utilized.</li></ul></li><li>• On April 13th, a virtual legislative roundtable was held with 18 Berks County Superintendents, and 3 Senators and 6 representatives of the House.</li></ul>

- The BCIU is continuing its work on leading the development of new PA science standards (last updated in 2002!) under a \$340,000 grant from the PA Department of Education. During February and March, 14 stakeholder engagement sessions were held to gather feedback from more than 1,000 educators. Recommendations are targeted for release in September.
- The Core Connections training event scheduled for June has been cancelled.
- The Anne Sullivan Awards ceremony has been postponed from April until September.

The next meeting of the BCIU Board of Directors is scheduled for Thursday, May 21, 2020.

### **Berks Career and Technology Center (BCTC):**

**Date of Meeting:**

**Person Reporting:** Mr. Michael Wagaman

**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:** Mrs. Walizer

**Summary:**

## **Policy Committee:**

**Date of Meeting:**

**Person Reporting:** Mr. Michael Wagaman

**Summary:**

## **Strategic Planning/Goals:**

**Date of Meeting:**

**Person Reporting:** Mrs. Alexis Eisenhart

**Summary:**

## **Negotiations/Compensation Committee:**

**Date of Meeting:** May 4, 2020

**Person Reporting:** Mrs. Elizabeth Huhn

**Summary:** In advance of the Board Meeting on May 11th, a committee meeting was held on May 4th at the request of Mr. Potteiger to discuss an Administrative recommendation regarding Personnel.

## **Building Construction Committee:**

**Date of Meeting:** 2020.5.7

**Person Reporting:** Mrs. Elizabeth Huhn, Mr. John Tomasi, Mr. Michael Wagaman

**Summary:** To provide some perspective of the broad facility plan of the district, below is a brief timeline and what has led us to the decision

this evening regarding the Elementary Project Addition:

- September 2018 - District Facility Analysis Conducted
- Summer 2019 - High School Roof Replaced
- Summer 2019 - Elementary Office Reconstructed (\$587,775 PCCD grant received)
- 2019-2020 School Year - Planning conducted for the Elementary Addition
- June 2019 - \$10 million of new money plus existing wrap around debt refinancing
- April 8, 2020 - Bid documents sent out
- May 6, 2020 - Bid documents received; total cost for the project is:
  - Base Bid = \$5,023,777
  - Alternates = \$239,771
  - Total Cost = \$5,263,548
  - Budget Estimate at ACT 34 Hearing = \$6,162,255
  - Comparison to Budget = \$898,707
- June 8, 2020 = Construction begins
- 2020-2021 School Year = Planning for IS/MS upgrades
- Summer 2021 = Construction begins for IS/MS
- August 2021 = Elementary Project construction concludes







## Superintendent Report

May 11, 2020

### Curriculum/Instruction:

#### 1. Graduation Requirement Committee

- [Presentation to Committee](#) (virtual)
- [Presentation Slide Deck](#)
- Feedback has been collected by the committee and follow-up collaboration with the committee has continued
- Final recommendations will be presented to the School Board this fall

#### 2. SIS Transition

- BHASD continues to coordinate with the BCIU, Nymbol IT, and PowerSchool to transition our student information system (eSchool/PowerSchool)

#### 3. PIMS Support Services

- The BHASD has developed an agreement with an independent contractor to help support the District moving forward
  - We are currently supported through the BCIU; however, due to staffing changes, we are unable to continue this partnership

#### 4. Curriculum Cycle

- Curriculum writing and resource selection efforts continue to move forward

#### 5. Learning Gap / Professional Development

- Every summer, there is a "summer slide" - a cyclical, overall learning regression due to 2.5 months of no school
- Next school year we are planning for an increased regression due to COVID-19 school closures
  - To address this, we are planning a three pronged approach:
    1. Summer resource sharing
    2. Curricular adaptations
    3. Instructional shifts

#### 6. Online Learning

- Informal feedback regarding our new, online learning format has been very positive overall



# BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT

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- We have sent out a more formal survey to families to better gauge if we need to adjust any practices to streamline our online environment
- For more information, please visit our [Online Learning Website](#)

## Brandywine Heights Virtual Academy:

### 1. Enrollment

- 259 Students
  - 24 Full-Time
  - 235 Part-Time / Blended

### 2. Educational Showcase Event

- UPDATE: Event is cancelled; Rescheduled for April 2020

## Technology:

### 1. Copier Lease

- BHASD is on track to transition to Fraser Advanced Information Systems on July 1, 2020 as our new print management solutions provider (pending Board approval)

### 2. Device Collection

- There are many devices out in our community that will need to be carefully collected in a strategic manner to both keep track of devices/equipment, as well as maintain safety protocols

### 3. Chromebook Pilot

- BHASD is looking to pilot Chromebooks in one grade-level next school year (two grades the following year) - potential shift to Chromebooks for grades 3-12 as part of next device lease cycle

## Athletics:

- **PIAA Winter Championships and Spring Sports Season Canceled**
- **Turn On the Lights for Senior Athletes**
  - May 20, 2020 from 7:00-9:00 PM the lights on our soccer field will be turned on and 20-20 will be put on the scoreboard with 20 minutes and 20 seconds on the clock in honor of our spring senior athletes.
  - Pictures will be taken and posted on social media.
  - Athletes and Families will be encouraged to stay home, turn on porch lights, make signs and take pictures.



# BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT

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- Night is dependent upon current COVID-19 status and Governor Wolf's guidelines
- **UPDATE: All Sports Banquet scheduled for May 20, 2020 postponed. Options moving forward:**
  - Postpone to summer
  - Hold a virtual/recorded award ceremony to be posted on the BHASD website.

## Brandywine Heights Community Task Force:

1. **Future Events** (*status TBD*)
  - Music in the Park with Tipton Borough – June 7, 2020
  - Battle of the Bands – August 30, 2020
2. **Ongoing Initiatives**
  - Funding Too Good for Drugs Curriculum for grades K-5
  - Funding WHY Club afterschool program for grades 6-8
3. **Monthly Meetings**
  - Tuesday, May 12, 2020 | 6:30 pm | Virtual Meeting

Brandywine Heights Area School District  
 District Enrollment Board Report  
 May 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	15	15.63%	31	32.29%	2	0
2031	First Grade	105	5	21.00	17	16.19%	36	34.29%	0	0
2030	Second Grade	97	5	19.40	14	14.43%	32	32.99%	1	0
2029	Third Grade	113	5	22.60	34	30.09%	42	37.17%	0	0
<b>Elementary</b>		<b>411</b>							<b>3</b>	<b>0</b>
2028	Fourth Grade	105	5	21.00	33	31.43%	46	43.81%	0	1
2027	Fifth Grade	104	5	20.80	27	25.96%	33	31.73%	0	2
<b>Intermediate</b>		<b>209</b>							<b>0</b>	<b>3</b>
2026	Sixth Grade	85	4	21.25	30	35.29%	27	31.76%	1	3
2025	Seventh Grade	118			29	24.58%	43	36.44%	1	8
2024	Eighth Grade	113			21	18.58%	33	29.20%	0	2
<b>Middle School</b>		<b>316</b>							<b>2</b>	<b>13</b>
2023	Ninth Grade	132			26	19.70%	36	27.27%	2	42
2022	Tenth Grade	127			32	25.20%	46	36.22%	4	39
2021	Eleventh Grade	91			12	13.19%	23	25.27%	2	57
2020	Twelfth Grade	123			24	19.51%	40	32.52%	11	81
<b>High School</b>		<b>473</b>							<b>19</b>	<b>219</b>
Out of District Placements		14			14	100.00%				
<b>Totals</b>		<b>1429</b>			<b>328</b>	<b>22.29%</b>	<b>468</b>	<b>33.21%</b>	<b>24</b>	<b>235</b>