

**OFFICIAL PROCEEDINGS
OF THE
BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
BOARD OF DIRECTORS
December 7, 2020**

The Reorganization Meeting of the Board of Directors of the Brandywine Heights Area School District was called to order at 6:21 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 |

Election of a Temporary President

Mr. Neiman opened the nominations for the election of a Temporary President.

A motion was made by Mrs. Huhn and seconded by Mr. Bieber to nominate Mr. Tomasi as the Temporary President.

A motion was made by Mr. Wagaman and seconded by Mr. Bieber to close the nominations and to entrust the secretary to cast a unanimous ballot for Mr. Tomasi as the Temporary President.

The motion to close nominations carried with all yeas.

Mr. Tomasi was seated as the Temporary President.

Election of President

Temporary President Mr. Tomasi opened the nominations for the election of President.

A motion was made by Mr. Scheetz and seconded by Mrs. Henry to nominate Mr. Wagaman as the President.

A motion was made by Mr. Scheetz and seconded by Mrs. Walizer to close the nominations for President.

The motion to close nominations carried with all yeas.

A roll call was taken for President.

<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>Y</u> Mr. Scheetz	<u>Y</u> Mr. Tomasi	<u>Y</u> Mr. Wagaman	<u>Y</u> Mrs. Walizer	

Motion Carried – 9 yeas

Mr. Wagaman was seated as President of the Board.

Election of Vice President

President Mr. Wagaman opened the nominations for the election of Vice President.

A motion was made by Mr. Bieber and seconded by Mr. Scheetz to nominate Mrs. Huhn as the Vice President.

A motion was made by Mr. Scheetz and seconded by Mr. Tomasi to close the nominations for Vice President.

The motion to close nominations carried with all yeas and conduct a voice vote for Vice President.

A roll call vote was taken for Vice President.

Y Mr. Bieber Y 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 – 9 yeas

Mrs. Huhn was seated as Vice President of the Board.

Appointment of Delegates To Boards and Commissions for the Ensuing Year

1. To appoint Mr. Craig Neiman (currently Mr. Craig Neiman) as the primary voting delegate and Mrs. Lamestra (currently Mrs. Rosemary Lamaestra) as the alternate voting Delegate to the Berks County Tax Earned Income Tax Collection Bureau effective January 1, 2021 for a one (1) year term which expires December 31, 2021.
2. To appoint Mrs. Walizer (currently Mrs. Laura Walizer) as the District's representative to the Berks County Committee on Legislative Action effective immediately for a one (1) year term which expires December 31, 2021.
3. To appoint Edward Carter (currently Mr. Michael Wagaman) as the District's Policy Committee representative effective January 1, 2021 for a one (1) year term which expires December 31, 2021.
4. To appoint Mrs. Eisenhart (currently Mrs. Alexis Eisenhart) as the District's Strategic Planning/Goals Committee representative effective January 1, 2021 for a one (1) year term which expires December 31, 2021.
5. To appoint Mr. Scheetz (currently Mrs. Elizabeth Huhn) as the District's Negotiations/ Compensation Committee representative effective January 1, 2021 for a one (1) year term which expires December 31, 2021.
6. To appoint Mr. Scheetz (currently Mr. Michael Wagaman) as the District's Joint Operating Committee, Berks Career and Technology Center (BCTC) delegate effective immediately through December 31, 2022. Alternate - Mr. Tomasi.

Acknowledgement of Current Delegate Appointments

1. Mrs. Elizabeth Huhn currently serves as the District's Berks County Intermediate Unit (BCIU) delegate for a (3) year term beginning July 1, 2018 through June 30, 2021.
2. Mr. John Scheetz currently serves as the School Board Treasurer for a one-year term beginning July 1, 2020 ending June 30, 2021.
3. Mr. Nolan Shaub currently serves as the district representative to the Berks Vocational Technical School Authority for a four (4) year term beginning January 1, 2019 through December 31, 2022.
4. Mrs. Katharine Ege to fill the capacity as the District Title IX coordinator.
5. Mr. Jamison Barnhart currently serves as the District School Safety and Security Administrator.

A motion to approve the aforementioned Delegate Appointments was made by Mr. Bieber and seconded by Mrs. Huhn.

Roll call was taken to approve the Delegate Appointments.

Y Mr. Bieber Y 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 – 9 years

Meeting Dates

A motion to approve the Proposed 2021-22 Budget Adoption Schedule and 2021 Board Meeting Dates and authorize the administration to advertise and post all board meetings in accordance with Sunshine Laws (Right to Know) was made by Mr. Bieber and seconded by Mr. Tomasi.

Brandywine Heights Area School District Proposed 2021-22 Budget Adoption Schedule and 2021 Board Meeting Dates <i>Meetings to be held at 6:00 pm in Intermediate/Middle School Room 229.</i>	
Monday, January 4, 2021	School Board Meeting
Monday, February 1, 2021	School Board Meeting
Monday, February 8, 2021	Budget Work Session – Curriculum/Instruct, Special Ed, Technology, Other Instruction
Monday, February 15, 2021	Budget Work Session – Maintenance, Transportation, Business/Board, Athletics
Monday, March 1, 2021	School Board Meeting
Monday, March 29, 2021	Budget Work Session – Salary and Benefits
Monday, April 5, 2021	School Board Meeting

Monday, May 3, 2021	School Board Meeting – Proposed Final Budget Adoption
Monday, June 14, 2021	School Board Meeting – Final Budget Adoption
Monday, August 16, 2021	School Board Meeting
Tuesday, September 7, 2021	School Board Meeting
Monday, October 4, 2021	School Board Meeting
Monday, November 1, 2021	School Board Meeting – Budget Overview
Monday, December 6, 2021	Reorganization and School Board Meeting

Roll call was taken to approve the 2020-21 Budget Adoption Schedule and 2020 Board Meeting Dates and authorize the administration to advertise and post all board meetings in accordance with Sunshine Laws (Right to Know).

Y Mr. Bieber Y 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 – 9 yeas

ADJOURNMENT

A motion was made by Mr. Bieber and seconded by Mr. Tomasi to adjourn the meeting at 6:45pm.

Motion carried with all yeas.

-
Approval Date

-
Craig Neiman, Board Secretary
Chaydeanne Brunner,
Recording Secretary

**OFFICIAL PROCEEDINGS
OF THE
BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT
BOARD OF DIRECTORS
December 7, 2020**

The Regular Meeting of the Board of Directors of the Brandywine Heights Area School District was called to order at 6:47 pm by President Michael Wagaman.

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
- ✓ Mrs. Mandi Kercher, Curriculum Supervisor

Solicitor: Mr. Benjamin Pratt, Esquire

Visitors: Heather Kulp, Christine Miller, Tina Levan, Susan Fredric, Dr. George Sirkakos (Kutztown University), Mike Kelly (KCBA), Katharine Ege, Beth Ann Siteman, Janet Huston

Recognitions:

Mr. Wagaman and Mr. Potteiger presented the #newHEIGHTS Awards to outstanding employees nominated by their peers. December recipients were Christine Miller, Tina Levan, Susan Fredric, and the BHASD cafeteria staff, and Heather Kulp, Intermediate School Guidance Counselor. Mr. Potteiger, Mr. Neiman and Mr. Farina shared personal accolades about each employee.

BOARD OF DIRECTORS REPORT

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

A. Approval of Special Board Meeting Minutes

Dispense with the reading and accept the minutes from the Special School Board Meetings per Board A.1.-A.2.

1. October 30, 2020
2. November 17, 2020

B. Approval of Regular Board Meeting Minutes

Dispense with the reading and accept the minutes from the Regular School Board Meeting held November 2, 2020 per Board B.

C. Second Reading of Policies

To Approve the second reading of policies per Board C.1.-C.17.

1. 302. Employment of Superintendent/Assistant Superintendent (changed from Administrative Employees to District Personnel Policy)
2. 304. Employment of District Staff (new policy)
3. 306. Employment of Summer School Staff (new policy)
4. 307. Student Teachers/Interns (new policy)
5. 308. Employment Contract (changed from Administrative Employees to District Personnel Policy)
6. 309. Assignment and Transfer (changed from Administrative Employees to District Personnel Policy)
7. 309.1 Telework (new policy)
8. 918. Title I Parent and Family Engagement
Policies to Retire:
9. 303. Employment of Administrators - retire
10. 404. Employment of Professional Employees - retire
11. 406. Employment of Summer School Staff (Professional Employees - retire)
12. 407. Student Teachers (Professional Employees - retire)
13. 408. Employment Contract (Professional Employees - retire)
14. 409. Assignment and Transfer (Professional Employees - retire)
15. 504. Employment of Classified Employees - retire
16. 508. Employment Contract (Classified Employees - retire)
17. 509. Assignment and Transfer (Classified Employees - retire)

D. First Reading of Policies

To Approve the second reading of policies per Board D.1.-D.17.

New/Revisions:

1. 006.1 Public Participation in Board Meetings
2. 310. Abolishing a Position (changed from Administrative Employees to District Personnel Policy)
3. 311. Reduction of Staff (changed from Administrative Employees to District Personnel Policy)
4. 312. Evaluation of Superintendent
5. 313. Evaluation of District Employees (changed from Administrative Employees to District Personnel Policy)
6. 314. Physical Examination (changed from Administrative Employees to District Personnel Policy)
7. 314.1 HIV Infection (changed from Administrative Employees to District Personnel Policy)
Policies to Retire:
8. 410. Abolishing a Position (Professional Employees - retire)
9. 411. Suspensions and Furloughs (Professional Employees - retire)
10. 412. Evaluation of Professional Employees - retire

11. 413. Evaluation of Temporary Professional Employees - retire
12. 414. Physical Examination (Professional Employees - retire)
13. 414.1 HIV Infection (Professional Employees - retire)
14. 511. Suspensions and Furloughs (Classified Employees - retire)
15. 512. Evaluation of Classified Employees (Classified Employees - retire)
16. 514. Physical Examination (Classified Employees - retire)
17. 514.1 HIV Infection (Classified Employees - retire)

E. Brandywine Heights Attestation Form

To approve the Pennsylvania Department of Health/Education "Attestation Ensuring Implementation of Mitigation Efforts" per Board E.

F. Full Virtual Options

To approve the modifications of the health and safety plan to include full virtual options for students including 1. synchronous learning of classroom instruction or 2. Brandywine Heights Virtual Academy.

G. Hybrid Education Plan

To approve the modifications of the health and safety plan to include the full-day, hybrid education model with live streaming for grades 1-5 (consistent with grades 6-12).

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

Berks County Intermediate Unit (BCIU) – Mrs. Huhn, reported on the detailed committee report (attached).

Berks Career and Technology Center (BCTC) – Mr. Wagaman, No report. There was no meeting in November.

Berks Earned Income Tax Collection Bureau (BEITC) – Mr. Neiman, reported on the detailed committee report (attached). Next meeting is December 17, 2020.

Council on Legislative Action (COLA) – Mrs. Walizer, the COLA meeting gave overview of legislative priorities and explained how the federal election results affect PA and the department of education. The cyber charter school enrollments increased exponentially. The next meeting will be held Tuesday February 9, 2020.

Policy Committee – Mr. Wagaman, No report.

Strategic Planning/Goals – Mrs. Eisenhart, No report.

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

Building Construction Committee – Mrs. Huhn, Mr. Tomasi, Mr. Wagaman. Mr. Tomasi, reported on the detailed committee report (attached). There are two projects that are ensuing including the Elementary School addition project and the KCBA project for the Intermediate/Middle School.

Mrs. Walizer questioned if there was going to be a paraprofessional in all classrooms or just 1st grade classrooms and if special education students have the option to have in person instruction full time.

Mr. Bieber questioned where the classrooms are coming from because the Elementary School project is still in progress and third grade is already in the Middle School. He asked if the six new cases in the district consisted of just students or staff as well. Mr. Beiber asked if the nurse was being contacted about positive cases while the District is virtual.

Mr. Potteiger ensured the District would be sending out a message to families about keeping the nurses up to date about positive COVID cases.

Mrs. Huhn explained she has no issues with Board items F. and G. however they are vague. She understands the explanation Mr. Potteiger gave but the items themselves should state something about the health and safety plan. It is important to prioritize the accuracy and currency of information that is being sent out to families and updated on the websites. Mrs. Huhn explained she had trouble finding the COVID-19 BHASD website and it should be made easier for users to access the information. She suggested adding a link on the main page of the BHASD website.

Mr. Wagaman asked for comments from Board members and the public. There were no 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. Tomasi and seconded by Mrs. Eisenhart to approve the Business and Operations Report.

A. General Fund Bills

To approve general fund bills through December 7, 2020 totaling \$2,484,869.86 per Business A.

B. Food Service Bills

To approve food service fund bills through December 7, 2020 totaling \$50,478.35 per Business B.

C. Construction Fund Bills

To approve construction fund bills through December 7, 2020 totaling \$807,073.50 per Business C.

D. Capital Reserve Fund Bills

To approve capital reserve fund bills through December 7, 2020 totaling \$0.00 per Business D.

E. Financial Reports

To accept the following Financial Reports through June 30, 2020 & October 31, 2020:

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

F. 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 Budget F.1.
2. To approve a two year extension of the settlement agreement for Capstone Academy, East Norriton, PA, for the 2021-22 and 2022-23 School Year for a district student per Business F.2.

G. Curriculum/Technology – None

H. Facilities/Maintenance

1. To approve an Architectural Services AIA Contract Agreement with KCBA Architects Inc. for professional services related to the District's ongoing capital improvement initiative as per Business H.1.

I. Cares Act Funding Agreement

To ratify the Cares Act Funding Agreement with the County of Berks based upon the District's grant submission to the County as per Business I. Grant funding award amount of \$100,000 will be used to cover COVID-19 related expenses.

J. East Penn Manufacturing

To approve a resolution authorizing acquisition and approving an agreement of sale with East Penn Manufacturing for an 18.9 acre tract of land at a cost of \$188,450 as per Business J.

K. Services Agreement Rettew

To approve a scope of services agreement and associated fees with Rettew for professional survey and land development services for the subject property referenced in Business J. at a cost of \$29,000 as per Business K.

L. Transportation Agreement

To approve a transportation agreement with the Kutztown Area School District related to the transport of a Kutztown student to the Centennial School from December 2, 2020 until January 13, 2021 at a rate of \$112/day as per Business L.

Mr. Mike Kelly presented preliminary design options to the board for the Intermediate and Middle School building and athletic field.

Mrs. Henry explained that she uses break out rooms everyday and they are very well received.

Mrs. Eisenhart thanked Mr. Kelly for the model that he used to present the ideas to the Board. It helped put the board members in the buildings and the classrooms to have a real feel for how it will look. She is excited for the partnership with KCBA Architects.

Mrs. Huhn was excited to see all the different options and flexibility. She commended KCBA for their details and presentation. Mrs. Huhn mentioned that the construction committee was not a part of the appointments and delegates list in the reorganization meeting.

Mrs. Eisenhart showed interest in the construction committee. The construction committee for 2021 will consist of Mr. Wagaman, Mr. Tomasi, Mrs. Huhn, and Mrs. Eisenhart.

Mrs. Huhn questioned Business K., she wanted to clarify that a football field is not what the District is intending to use the property for as it outlines it in the contract. Mr. Pratt explained that there is a clear understanding that is not the intent for the property.

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

Mr. Bieber left the meeting at 8:00pm.

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

PRESENTATION: Computer Science for All research Grant Opportunity - Dr. George Sirrakos, Kutztown University

A motion was made by Mr. Tomasi and seconded by Mrs. Eisenhart to approve the Superintendent's Report.

A. High School Program of Studies

To approve the 2021-2022 High School Program of Studies per Superintendent A.

B. Graduation Requirements

To approve the recommended revisions and updates to the Graduation Requirements including:

- Introduction of a Freshman Seminar and Junior/Senior Career and Financial Planning course
- Graduation Credit Requirement:
 - 4.0 - Mathematics Credits
 - 4.0 - English Language Arts Credits
 - 4.0 - Science Credits
 - 4.0 - Social Studies Credits
 - 1.0 - Health & Physical Education Credit
 - 0.5 - Freshman Seminar Credit
 - 0.5 - Career and Financial Planning Credit
 - 7.0 - Elective Credits

25 Total Credits (BCTC permitted to have a total of 24 credits - 1 credit drop in Math/Science/Social Studies; Based on individual student needs; if it aligns with a BCTC program that addresses specific Math and Science concepts)

- Service project - Graduates of Brandywine Heights High School required to volunteer to assist in the community for a minimum of 25 hours. Students that complete over 100 hours of service to their community will be considered as "Graduating with Distinction", and recognized at Commencement.
- Keystone Pathways - Effective for class of 2023
 - Senate Bill 1216 signed on 2020-11-25 = Act 136

C. Communities in Schools

To approve an agreement with Communities In Schools of the Lehigh Valley, Inc. (CISLV), with principal offices at 739 North 12th Street, Allentown, PA 18102, as a partnership grant agreement including Kutztown Area School District and Fleetwood Area School District for two (2) full time social workers/site coordinators to be shared among the Districts at a cost to the District of \$5,000 per Superintendent C.

D. National Science Foundation Research Grant

To approve a research grant focused on equity through the National Science Foundation (Computer Science for All) in partnership with Kutztown University per Superintendent D.

Mr. Sirrakos presented the unique partnership Brandywine Heights students will have to work with Kutztown University. This is an equity opportunity for female students in computer science.

Mr. Voelker and Mr. Dziunycz presented the 2021-22 Program of Studies as well as the new graduation requirements.

Mrs. Huhn acknowledged Mr. Dziunycz and his team and how far the Program of Studies has come since he began his position.

Mrs. Walizer asked for clarification about the seniors taking keystone exams and how it affects graduation. Class of 2023 does not need to pass the keystone exams to graduate.

Mr. Geist gave an update on the athletic program. Once we got approval to start the winter season, the goal was to provide engagement, activities and socialization and be ready with a plan to compete when it was safe to do so. Coaches, athletes, and training staff have been phenomenal. Mr. Geist couldn't be more proud to be a part of this athletic department through this. Competitions can start this Friday, December 11, 2020. At this point Mr. Geist does not feel the District is ready as a safety standpoint and due to the high COVID numbers in the community. We will not begin competing December 11. Dr. Hauth said it is important to engage athletes and bring them in for practices and physical activity safely but taking it to the competition level is not the wisest thing to do at this time. Mr. Geist and his team will continue to monitor this and the goal is to get to a point where it is safe to compete after the holidays.

Mrs. Huhn applauded Mr. Geist for his willingness to make tough decisions taking everyone's safety at heart. She asked that the Board continue to be updated on Athletics, the decisions that are being made and the COVID positivity rates within athletics.

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

Superintendent's Report – Mr. Potteiger

Enrollment Report – Mr. Potteiger

Mr. Wagaman 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.

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

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

Motion Carried – 7 yeas, 2 absent

PERSONNEL REPORT

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

A. Resignations/Retirements/Terminations/Furloughs – None

B. Change of Status

Approve the temporary change of assignment and/or alternate work duties for the following Support Staff during the Red Phase of the School Safety Plan, each at their regular rate of pay and similar schedule:

	<u>FROM</u>	<u>TO / ALTERNATE DUTIES</u>
a.	Employee #10665 PT Library Aide	Library Aide and Custodial Assistant
b.	Employee #11315 PT Library Aide	Library Aide and Custodial Assistant
c.	Employee #13725 PT LPN Nurse Aide	Nurse Aide and Office Clerical
d.	Employee #11800 FT LPN Nurse Aide	Paraprofessional
e.	Employee #11920 FT LPN Nurse Aide	Paraprofessional

C. Appointments

1. Professional Staff – None
2. Support Staff – None
3. Long Term Substitutes
 - a. Approve to extend the duration of assignment for Mr. Patrick Lundy, HS Art Long Term Substitute Teacher, through the end of the 2020-21 school year per Personnel C.3.a.
 - b. Approve to extend the duration of assignment for Mrs. Lauren Haas, IS Virtual Academy Long Term Substitute Teacher, through the end of the 2020-21 school year per Personnel C.3.b.
4. Co-Curricular
 - a. Instructional Co-Curricular Advisors – None
 - b. Instructional Co-Curricular Student Activity Group Advisors – None
 - c. Approve the Winter Season Athletic Co-Curricular Appointments per Personnel C.4.c.
 - d. Winter Season Athletic Event Staff and Volunteer Coaches – None

D. Support Staff Substitutes - None

E. Leaves

1. Approve the request from Employee #11340 to extend previously approved leave of absence from December 2, 2020 through the end of the 2020-21 school year, to include use of PTO and unpaid days.
2. Approve the request from Employee #14935 for an Expanded Family and Medical Leave of Absence (EFMLA) effective November 3 through December 22, 2020.
3. Approve the request from Employee # 15755 to take a voluntary unpaid leave of absence without use of PTO beginning November 5, 2020 through the duration of the Red Phase of the Health and Safety Plan, which prescribes virtual instruction for teaching staff and students.
4. Approve the request from Employee # 11715 for a medical leave of absence using paid and unpaid days from October 22 through approximately December 17, 2020.

F. Other Personnel Items - None

Mr. Wagaman 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.

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

Motion Carried - 7 yeas, 2 Absent

OTHER BUSINESS

PUBLIC COMMENT

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

Mr. Wagaman announced there was an executive session prior to the meeting regarding personnel matters.

ADJOURNMENT

A motion was made by Mrs. Eisenhart and seconded by Mr. Tomasi to adjourn the meeting at 9:10 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

December 7, 2020

Berks County Intermediate Unit (BCIU):

Date of Meeting: Thursday, November 19, 2020

Person Reporting: Mrs. Elizabeth Huhn

Summary: A searchable "BCIU Menu of Services" has been updated and posted to the BCIU website. It provides an excellent overview to the question "what does the BCIU do?" and can be searched by department, contact person, funding source, target audience, etc. Find it here: <https://www.berksiu.org/menu-of-services/>

The winner of the 2020 Annie Sullivan Award was Mrs. Jacqueline Westerfer, a paraprofessional from the Oley Valley School District who works in a Life Skills classroom at the high school. The annual Annie Sullivan Award is awarded to recognize individuals who have worked to encourage the understanding and promotion of students with disabilities in their schools and communities.

BCIU has experienced a 293% growth rate in its "Berks Online Learning" platform since the start of the school year.

Funding for the "Crisis Go" program has been renewed for another 2 years. Since 2018, this program provides Berks County education entities with training and resources in essential emergency preparedness for students, staff, and administrators. CrisisGo is a global-safety platform for schools to access up-to-date information to properly respond to various incidents. This application also provides a 2-way multimedia communication platform that allows communications with various groups (i.e., local police and 1st responders)..

The Berks County Health Trust has tentatively agreed to not raise the cost of medical insurance for Districts that participate by more than 3% for the 2021-2022 year.

A meeting of the Committee on Legislative Action (COLA) occurred on November 10th. The group received an update from Dr. Mark DiRocco, Executive Director of the Pennsylvania Association of School Administrators (PASA). The group worked on gaining consensus around the development of legislative priorities at both the state and federal levels. Specifically:

STATE LEVEL

- School Health and Safety
- Charter / Cyber Charter Schools
- Basic Education Funding (BEF) and Special Education Funding (SEF)
- Early Intervention Funding

FEDERAL LEVEL

- Pandemic Stimulus
- Special Education

The next COLA Meeting is scheduled for Tuesday, February 9, 2021.

The next meeting of the BCIU Board of Directors is scheduled for Thursday, January 21, 2021. (The December meeting has been cancelled.)

Breaking news as of 11/19:

Additional funding for Preschool Early Intervention across PA has been extended! The BCIU Preschool Early Intervention program serves more than 2,500 children annually, and more than 58,000 children with disabilities and other developmental delays are served by Preschool Early Intervention across Pennsylvania. Funding as per the 2020-2021 interim PA State Budget was to have run out as of November 30th, so aggressive advocacy efforts had been underway. Not only was it renewed, this line item was increased by 3.5% or \$11 million.

Berks Career and Technology Center (BCTC):

Date of Meeting:

Person Reporting: Mr. Michael Wagaman

Summary: No Report

Berks Earned Income Tax Collection Bureau (BEITC):

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

Berks County Committee on Legislative Action (COLA):

Date of Meeting:	November 11, 2020
Person Reporting:	Mrs. Walizer
Summary:	COLA presentation PASA Update COLA Minutes

Policy Committee:

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

Strategic Planning/Goals:

Date of Meeting:	
Person Reporting:	Mrs. Alexis Eisenhart
Summary:	No Report

Negotiations/Compensation Committee:

Date of Meeting:

Person Reporting:

Mrs. Elizabeth Huhn

Summary:

No Report

Building Construction Committee:

Date of Meeting:

Person Reporting:

Mrs. Elizabeth Huhn, Mr. John Tomasi, Mr. Michael Wagaman

Summary:

The committee shared updates on the Elementary School Project and the beginning stages of the Intermediate and Middle School project are starting. There are meetings twice a month with KCBA to go over budget, design, etc.



Superintendent Report

December 7, 2020

Health and Wellness:

1. Berks County Data

COVID-19 COUNTY DATA TRACKING - Berks County Data				
Data Source: COVID-19 Early Warning Monitoring System Dashboard				
Date	# of New Cases (per 100,000)	% Test Positivity	# of New Cases (per 100,000) TWO WEEK AVERAGE	% Test Positivity TWO WEEK AVERAGE
Nov 6 - Nov 12	195.4	9.80%	169.35	8.35%
Nov 13 - Nov 19	262.5	11.40%	228.95	10.60%

*Please note that the data reported in the previous week when released on a Friday is DIFFERENT than the data reported under "previous 7 days." For the four week average calculation period, the District is using the data number from the Friday it is reported.

2. Local Zip Code Data

COVID-19 COUNTY DATA TRACKING - Local Zip Code Data				
Data Source: MainlineMama Dashboard				
Date	# of New Cases (per 100,000)	% Test Positivity	# of New Cases (per 100,000) TWO WEEK AVERAGE	% Test Positivity TWO WEEK AVERAGE
Nov 6 - Nov 12	173.9	9.71%		
Nov 13 - Nov 19	184.1	17.84%	179.00	13.78%

*Please note that the data reported in the previous week when released on a Friday is DIFFERENT than the data reported under "previous 7 days." For the four week average calculation period, the District is using the data number from the Friday it is reported.



BRANDYWINE HEIGHTS AREA SCHOOL DISTRICT

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3. Positive Cases within the school district

COVID-19 Brandywine Heights DATA TRACKING (New Identifications)				
Date	BHASD Elementary School	BHASD Intermediate School	BHASD Middle School	BHASD High School
Aug 31 - Sep 4	0	0	0	0
Sept 7 - Sept 11	0	0	0	0
Sept 14 - Sept 18	0	0	0	0
Sept 21 - Sept 25	0	0	0	0
Sept 11 - Sept 17	0	0	0	0
Sept 18 - Oct 2	0	0	0	0
Oct 5 - Oct 9	0	1	0	0
Oct 12 - Oct 16	1	0	0	0
Oct 19 - Oct 23	0	0	0	0
Oct 26 - Oct 30	1	0	0	0
Nov 2 - Nov 6	0	0	0	1
Nov 9 - Nov 13	0	0	0	1
Nov 16 - Nov 20	0	0	0	0

* BHASD will continue to work closely with the PA Department of Health regarding guidance for individual students/families as well as District operations.

Curriculum/Instruction:

1. Reopening Committee

- An ad-hoc committee was formed to evaluate data utilized to guide our district’s reopening decisions
 - Outcome #1 = More localized data will be used to evaluate our opening status
 - Outcome #2 = When the time comes to return to hybrid instruction, a full-day model (with livestreaming) will be implemented

2. Instructional Model

- A committee has been formed to further develop a guiding set of instructional “best practices” regarding our new hybrid model (with livestreaming)
- Professional development on this model (and the tools required) will be delivered on December 1st, 8th, 15th, & 16th

Brandywine Heights Virtual Academy:

1. Enrollment

- Full Virtual - 241 (K-12)
- Part-Time - 232 (Grades 6-12)

2. Student Showcase Website

- <http://www.bhasd.org/schools-virtual-academy-student-showcase/>



Technology:

1. 3rd Party Integrations

- Nymbol IT, PowerSchool, the BCIU, and BHASD continued to collaborate on reintegrating our 3rd party syncs with eSchool

2. 2nd Internet Service Provider

- Work has started on setting up the second internet service provider for the District
- This work will provide the following services:
 - Double our bandwidth (from 1 Gbps to 2 Gbps)
 1. This is what is needed to support livestreaming (part of new hybrid instructional model)
 - Redundant connectivity (protection should one ISP experience service instability)

3. Backup Solution Evaluation

- BHASD is currently evaluating our data back-up process/program to see if there is a better solution for the district

Athletics:

1. A phased approach to entering Winter sports season has been implemented.
 - November 20th – December 2nd = Level 1 Activities (Maximum activity duration is 60 minutes)
 - December 3rd – December 14th = Level 2 Activities (Maximum activity duration is 90 minutes, games tentatively starting on December 14)
2. Conditions will continue to be monitored as well as guidance from St. Luke's, BCIAA and PIAA relative to athletics.

Brandywine Heights Community Task Force:

1. Education/Support Initiatives

- Developing 3-4 part virtual education series with BCIU and District Attorney's office addressing mental health issues, self-care, and cyber security in the "new normal"
 - i. Next Parent Night = December 1st - Coping During COVID-19

2. Ongoing Initiatives

- Red Ribbon Sign Fundraiser – contest initiated on social media to increase community involvement



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- Red Ribbon Week – various activities being supported by each school, guidance counselors and student clubs

3. Monthly Meetings

- Next Meeting – Tuesday, December 8, 2020 | 6:30 pm via Google Meet

**BRANDYWINE HEIGHTS
ELEMENTARY SCHOOL**
445 West Barkley Street
Topton, PA 19562

**BRANDYWINE HEIGHTS
INTERMEDIATE & MIDDLE SCHOOL**
200 West Weis Street
Topton, PA 19562

**BRANDYWINE HEIGHTS
HIGH SCHOOL**
103 Old Topton Road
Mertztown, PA 19539

*UNITING STUDENTS, STAFF, AND COMMUNITY TO
ENGINEER A CULTURE OF LEARNING WHERE EACH
STUDENT DISCOVERS PASSION AND PURPOSE*

Brandywine Heights Area School District
 District Enrollment Board Report
 December 2020

Class of	Grade	Total Enrollment	Staff 2020-21	Average Class Size	Students with Academic IEPs (with possible related services)		Free/Reduced Lunch students		Virtual Academy Full Time	Virtual Academy Part Time
2033	Kindergarten	92	5	18.40	14	15.22%	34	36.96%	14	0
2032	First Grade	87	5	17.40	14	16.09%	24	27.59%	22	0
2031	Second Grade	101	5	20.20	18	17.82%	35	34.65%	22	0
2030	Third Grade	91	5	18.20	12	13.19%	28	30.77%	18	0
Elementary		371			58		121		76	0
2029	Fourth Grade	102	5	20.40	30	29.41%	35	34.31%	15	0
2028	Fifth Grade	105	5	21.00	33	31.43%	37	35.24%	19	0
Intermediate		207			63		72		34	0
2027	Sixth Grade	107	4	26.75	25	23.36%	28	26.17%	16	0
2026	Seventh Grade	85			27	31.76%	26	30.59%	6	0
2025	Eighth Grade	117			28	23.93%	38	32.48%	24	14
Middle School		309			80		92		46	14
2024	Ninth Grade	112			21	18.75%	26	23.21%	19	43
2023	Tenth Grade	127			27	21.26%	32	25.20%	19	51
2022	Eleventh Grade	120			26	21.67%	33	27.50%	21	64
2021	Twelfth Grade	98			21	21.43%	27	27.55%	26	60
High School		457			95		118		85	218
Out of District Placements		11			11					
Totals		1355			307	21.95%	403	30.17%	241	232