

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
JANUARY 12, 2023
HS LIBRARY**

The Board of Directors of the Berlin Brothersvalley School District held a meeting on the above date in the High School Library. The meeting was called to order by Board President Larry Ogline at 6:30 p.m

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. MOMENT OF SILENCE

D. ROLL CALL

<u>Yes</u>	Donna Dively	<u>Yes</u>	Nathan Menhorn	<u>Yes</u>	Larry Ogline
<u>Yes</u>	Jeff Fisher	<u>Yes</u>	Norman Menhorn	<u>Yes</u>	Allison Rohrs
<u>Yes</u>	J.T. Kline	<u>Yes</u>	Jenna Ogburn	<u>Yes</u>	Cathy Webreck

E. COMMENTS FROM THE PUBLIC

F. APPROVAL OF THE AGENDA

Motion by Donna Dively, seconded by Jeff Fisher, to approve the agenda as presented on this date.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

G. APPROVAL OF MINUTES, EXHIBITS, COMMITTEE, AND FINANCIAL REPORTS

Motion by Donna Dively, seconded by Cathy Webreck, to approve the following minutes and financial reports as presented on this date.

1. Regular Board Meeting, December 8, 2022. [Exhibit G-1](#)
2. Athletic Account, December 31, 2022. [Exhibit G-2](#)
3. Activity Account, December 31, 2022. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, December 31, 2022. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, December 31, 2022. [Exhibit G-5](#)
6. Re-organizational Board Meeting, December 8, 2022. [Exhibit G-6](#)

Section 508 vote: all members present voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

STUDENT SPOTLIGHT

Ila Ebersole - Grade 7

Shay Fochtman - Grade 11

“BBSB Board Goals”

1. Promote academic growth throughout the student population
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H. SUPERINTENDENT’S REPORT

1. Board Retreat - February 11, 2023 - Cup of Soul Cafe
2. Yearbook Picture - January Meeting
3. Delta Kappa Gamma Society Inductee - Erika Stern. [Exhibit H-1](#)
4. School Board Members Recognition
5. Act 80 Day Review
6. 2023-2024 Calendar Discussion Update
7. Comprehensive Plan Update

Upcoming Meetings: Board Meeting - Thursday, February 9, 2023 - 6:30 p.m.
Board Retreat - February 11, 2023 - 8:30-11:30 a.m. - Location -
Cup of Soul Cafe

All meetings will be held in the HS Library.

I. STUDENT MEMBER TO THE BOARD REPORT - MORGAN TWOMBLY

J. BUSINESS ITEMS

1. Motion by Cathy Webreck, seconded by Donna Dively, to approve the payment of bills as presented on this date. [Exhibit J-1](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
2. Motion by Norman Menhorn, seconded by Jeff Fisher, to approve a resolution electing to not increase the School District’s tax rate above the index provided by the Department of Education for the 2023-2024 School Year. [Exhibit J-2](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
3. Motion by Cathy Webreck, seconded by Donna Dively, to approve advertising for bids for General supplies and Custodial supplies for the 2023-2024 school year.
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
4. Motion by JT Kline, seconded by Jenna Ogburn, to approve to advertise for census enumerators.
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
5. Motion by Jenna Ogburn, seconded by Nathan Menhorn, to approve the 2021-2022 audit and adjusting entries. [Exhibit J-3](#), [Exhibit J-4](#)
(Annual Financial Report and Single Audit may be viewed on the school district website.)
Section 508 vote: all members present voted in the affirmative.

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Ayes 9 Nays 0 Abstain ____

6. Motion by Donna Dively, seconded by Cathy Webreck, to approve an increase of \$2000 to the fiscal year 2022 audit fee to Kotzan CPA & Associates, P.C. [Exhibit J-5](#)

Section 508 vote: all members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

7. Motion by Nathan Menhorn, seconded by Jenna Ogburn, to approve the membership fee agreement for IU8 STEM Lending Center for 2022-2023.

[Exhibit J-6](#)

Section 508 vote: all members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

8. Motion by JT Kline, seconded by Jenna Ogburn, to approve the district to purchase a replacement scoreboard at the softball field at a cost of \$4846.24 from Nevco to be funded with grant funding, activities funding and/or district funds.

[Exhibit J-7](#)

Section 508 vote: all members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

9. Motion by JT Kline, seconded by Allison Rohrs, to approve Advent Communication Systems to provide and install an upgraded network under PEPPM to be paid by the ESSER II Grant at a cost of \$73,104.31.

[Exhibit J-8](#)

Section 508 vote: all members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

10. Motion by Jeff Fisher, seconded by JT Kline, to approve Advent Communication Systems to provide and install the wiring for this upgraded network under Co-Stars pricing to be paid by the ESSER II Grant at a cost of \$25,467.63.

[Exhibit J-9](#)

Section 508 vote: all members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

11. Motion by Cathy Webreck, seconded by JT Kline, to approve Cody Burk as our R & B Insurance broker of record for AFLAC Insurance. [Exhibit J-10](#)

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

12. Motion by Norman Menhorn, seconded by Nathan Menhorn, to approve the Business Manager to advertise an RFP for district copiers.

Section 508 vote: all members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

3

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K. INSTRUCTIONAL

L. ADMINISTRATION

1. Motion by Jeff Fisher, seconded by Nathan Menhorn, to place Policy No. 610 - “Purchases Subject to Bid” on the table for public inspection for 30 days. [Exhibit L-1](#)
All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
2. Motion by Norman Menhorn, seconded by JT Kline, to place Policy No. 611 - “Purchases Budgeted” on the table for public inspection for 30 days. [Exhibit L-2](#)
All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
3. Motion by Jenna Ogburn, seconded by Jeff Fisher, to place Policy No. 113.4 - “Confidentiality of Special Education Information” on the table for public inspection for 30 days. [Exhibit L-3](#)
All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
4. Motion by Nathan Menhorn, seconded by Cathy Webreck, to adopt the PSBA Principles for Governance and Leadership. [Exhibit L-4](#)
All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
5. Motion by Norman Menhorn, seconded by Cathy Webreck, to approve the following change to the 2022-2023 school calendar:
Early dismissal at 1:00 p.m. on May 12, 2023 to May 5, 2023
All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
6. Motion by Cathy Webreck, seconded by Nathan Menhorn, to approve an agreement with Pennsylvania Highlands Community College to place student observers in grades K-6 classrooms. [Exhibit L-5](#)
All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

M. PERSONNEL

1. Motion by Nathan Menhorn, seconded by Cathy Webreck, to approve Dale Miller, Boswell, PA, as a substitute custodian at a rate of \$9.00/hour pending completion of legal requirements.
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

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2. Motion by Norman Menhorn, seconded by Nathan Menhorn, to approve Eric Craig's letter of retirement effective the last teacher day of the 2022-2023 school year. [Exhibit M-1](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
3. Motion by Cathy Webreck, seconded by Donna Dively, to approve an elementary student teaching placement for Cannon Hay with Krista Fioravanti.
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
4. Motion by Norman Menhorn, seconded by Nathan Menhorn, to approve Amanda Dowdy as a long-term substitute for high school social studies on step 1 of the current BBEA contract according to Article XII-E.-Full-Time Substitutes prorated for time worked.
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
5. Motion by Jenna Ogburn, seconded by Norman Menhorn, to approve Lori Gindlesperger's letter of retirement effective approximately October-November 2023. [Exhibit M-2](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
6. Motion by Jenna Ogburn, seconded by Jeff Fisher, to approve to divide the assistant varsity baseball coaching position into two paid positions.
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
7. Motion by Jenna Ogburn, seconded by JT Kline, to approve the following Spring sports coaches pending completion of legal requirements:

Varsity Track and Field

Head Coach	Corey Will
Assistant	Kevin Bittner
Assistant	David Gontis
Assistant	Anna Flamm
Assistant	Turner Paul

Junior High Track and Field

Head Coach	Catelyn Will
Assistant	Nick Belcher
Volunteer	Kay Ann Cober
Volunteer	Amanda Dowdy

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Volunteer Silas Eckenroad

Varsity Baseball

Head Coach Dante Paul
Assistant Isaiah Paul
Assistant Cannon Hay
Volunteer Tanner Prosser
Volunteer Bob Bowers
Volunteer Riley Christner
Volunteer Tyrel Stockwell

Junior High Baseball

Head Coach Chris Grenke
Assistant Chayse Hyatt
Volunteer Brady Boburchock

Varsity Softball

Head Coach Brian Slope
Assistant Tess Straight
Assistant Steve Costea

Junior High Softball

Head Coach Katie Flick
Assistant Amanda Dively

Section 508 vote: all members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

8. Motion by JT Kline, seconded by Donna Dively, to approve a change in status for Stacey Rosenberger from substitute to part-time cafeteria worker.

Section 508 vote: all members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

9. Motion by Donna Dively, seconded by Norman Menhorn, to approve Tracy McKenzie's resignation as Title 1 Instructional Aide effective January 23, 2023. [Exhibit M-3](#)

Section 508 vote: all members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

10. Motion by JT Kline, seconded by Cathy Webreck, to approve a retroactive salary increase for Cannon Hay to step 1 of the current BBEA contract according to Article XII-E.-Full-Time Substitutes prorated for time worked.

Section 508 vote: all members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

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N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

Motion by Norman Menhorn, seconded by Donna Dively, to approve the following conference/field trip/workshop requests:

- Dana Kissel’s request to take 12 students to Edgar Rene Concert, Grafton High School, Grafton, WV, April 4, 2023. No cost to the district. Spanish Club will pay for this trip.
- Danielle Hay and Jenna Hankinson’s request to attend Child, Adolescent, Transition Age Youth Mental Health Conference, The Westin Pittsburgh, Pittsburgh, PA, February 10, 2023. Cost - \$382.18. ESSER III Set-aside grant.
- Forensics’ request to take 7 students to Congressional Debate, Conemaugh Valley High School, Johnstown, PA, January 19, 2023. Cost - \$320.00. Forensics budget.
- Forensics’ request to take 7 students to District Tournament, Westmont Hilltop High School, Westmont, PA, February 10, 2023. Cost - \$527.50. Forensics budget.
- Eric Lauer’s request for science teachers in grades 2-9 to attend Science Network, IU8, Altoona, PA, February 1, 2023. Cost - \$1171.84. Certified Instructional Staff Development-Elementary & Middle School
- Alex Saylor’s request to take 2 students to PMEA District Band, Meyersdale Area High School, Meyersdale PA, February 8-12, 2023. Cost - \$615.00. Band budget.
- Christine Fabyanic’s request to virtually attend Educator Summit-Winter 2023, January-March 2023. Cost - \$50.00. Elementary Staff Development.
- Holly Montgomery’s request to attend Science Teacher Network meeting, IU8, Altoona, PA, February 1, 2023. Cost - \$212.54. Certified Instructional Staff Development-High School
- Doug Paul’s request to attend WestPAC Conference meeting, Shade Elementary School, Cairnbrook, PA, February 1, 2023. Only cost to the district is for substitute wages.

Section 508 vote: all members present voted in the affirmative.

Ayes 9 Nays 0 Abstain

Conference/Field Trip/workshop requests already approved:

- Marilyn Cornell, Stacey Kalp, & Kayla Rypczyk’s request to attend Explicit, Systematic Phonics Awareness, IU8, Altoona, PA, January 11, 2023. Cost - \$508.33. Certified Instructional Staff Development-Elementary.
- Stacey Kalp, Marilyn Cornell, & Kayla Rypczyk’s request to attend Phonology & Phonemic Awareness, IU8, Altoona, PA, December 14, 2022. Cost - \$686.94. Certified Instructional Staff Development-Elementary.

O. FACILITIES USE REQUESTS

Motion by Nathan Menhorn, seconded by Cathy Webreck, to approve the following facilities use requests:

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- Berlin Youth Baseball’s request to use the elementary gym, Sundays, February 5, 12, 19, Saturday, February 25, and Sundays, March 5 & 12, 2023, 4:00-8:00 p.m., pitching machine practice.
- AYSO’s request to use the MS computer lab, Saturday, January 21, 2023, 8:30-11:00 a.m., AYSO registration.
- Cub Scouts’ request to use the tech ed room and lab, Wednesday, February 15, 2023 & Thursday, February 23, 2023, 6:00-8:00 p.m., pinewood derby car building.
- AYSO’s request to use the MS computer lab, Saturday, February 4, 2023, 8:30-11:00 a.m., AYSO registration.
- BBSD Foundation’s request to use the board room, Sunday, January 15, 2023, 6:30 p.m., meeting (Snow date - Sunday, January 22, 2023).
- September 11th National Memorial Trail Alliance’s request to use the MS gym, parking lots, & rest rooms, Saturday, September 30, 2023, 8:00 a.m.-2:00 p.m., 2023 Tour de Trail.
- Berlin Varsity Baseball’s request to use the MS gym, January 25, 2023, 7:00-8:00 p.m., February 1, 2023, 6:00-7:00 p.m., February 8, 2023, 7:00-8:00 p.m., February 15, 2023, 6:00-7:00 p.m., February 22, 2023, 6:00-7:00 p.m., March 1, 2023, 6:00-7:00 p.m. & the HS gym, January 30, 2023, 7:00-8:00 p.m., February 11, 2023, 1:00-2:00 p.m., February 20, 2023, 6:00-7:00 p.m., & February 27, 2023, 6:00-7:00 p.m., open gym.
- Darin Janidlo-Summer Baseball’s request to use the MS gym, Saturdays, January 28, 2023, February 11-April 1, 2023, 7:00-8:00 p.m., open gym.
- Catelyn Herman’s request to use the auditorium, Wednesdays, January 18-March 29, 2023, 4:00-8:00 p.m., pageant practice.
- PA-West U9’s request to use the MS gym, Tuesdays, February 21 & 28, 6:00-7:30 p.m., March 7-28, 2023, 6:30-8:00 p.m., PA-West soccer practice.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

Facilities Use requests already approved:

- Berlin Wrestling Boosters’ request to use the elementary library, Wednesday, December 14, 2022, 6:30 p.m., meeting.
- AYSO’s request to use MS room E024, Thursday, January 12, 2023, 6:30-8:00 p.m., AYSO board meeting.
- Varsity Boys Soccer’s request to use the MS gym, Thursday, December 29, 2022, 6:00-8:00 p.m., Saturdays, January 7, 28, February 11, 18, 25, March 18, 2023, 3:00-5:00 p.m., and Wednesdays, February 1 & 15, & March 8, 2023, 7:00-8:30 p.m., soccer workouts.
- Berlin Youth Baseball/Softball League’s request to use the elementary library, Thursday, January 12, 2023, 7:00 p.m., winter meeting.

P. INFORMATIONAL

1. Policy No. 626 - Attachment - Procurement - Federal Programs. [Exhibit P-1](#)

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Motion by Cathy Webreck, seconded by Nathan Menhorn, to adjourn the meeting.
All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain

The meeting adjourned at 8:15 p.m.

Lori Gindlesperger
Board Secretary

DISCLAIMER – These are not the official minutes of the Berlin Brothersvalley School District. The official minutes will be approved at the next regular meeting of the Berlin Brothersvalley School Board.

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