

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
JANUARY 13, 2022
HS LIBRARY
6:30 PM**

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 Oline 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 Oline
<u>Yes</u>	Jeff Fisher	<u>Yes</u>	Norman Menhorn	<u>No</u>	Allison Rohrs
<u>Yes</u>	J.T. Kline	<u>via Zoom</u>	Jenna Ogburn	<u>7:38</u>	Cathy Webreck

- E. COMMENTS FROM THE PUBLIC**

- F. APPROVAL OF THE AGENDA**

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

All members present voted in the affirmative

Ayes 7 Nays 0 Abstain

STUDENT SPOTLIGHT - Performing Arts Students

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

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

1. Regular Board Meeting, December 9, 2021. [Exhibit G-1](#)
2. Athletic Account, December 31, 2021. [Exhibit G-2](#)
3. Activity Account, December 31, 2021. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, December 31, 2021. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, December 31, 2021. [Exhibit G-5](#)
6. Re-organizational Board Meeting, December 9, 2021. [Exhibit G-6](#)

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

Ayes 7 Nays 0 Abstain

- H. SUPERINTENDENT'S REPORT**

1. Board Retreat - February 5, 2022 - 8:30-11:30 a.m. Lunch - 12:30-1:30 p.m.
2. Board Picture - February 10, 2022, at 6:30 p.m.

“BBSD Board Goals”

1. Promote academic growth throughout the student population 2. Explore and enhance curriculum opportunities and delivery options 3. Cultivate independent thinking, resiliency and connectedness in all students 4. Provide opportunities for students to explore, plan and pursue educational and career goals 5. Maintain fiscal solvency relative to district demographics

3. School Board Recognition - February 10 meeting
4. Athletic Conference Update - Brian Thompson
5. Mr. Tim Sprowls - School Police Officer
6. Substitute Shortage - New Guidelines
7. Facilities Study Update
8. Negotiations Update
9. Act 80 Day Review
10. Cathy Smith - Retirement as Tax Collector
11. 2022-2023 BBSD School Calendar - Draft

Cathy Webreck entered the meeting.

Upcoming Meetings: Board Retreat - February 5, 2022 - 8:30-11:30 a.m.
Board Meeting - Thursday, February 10, 2022 - 6:30 p.m.

All meetings will be held in the HS Library.

I. STUDENT MTTB REPORT - Heidi Coleman

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 8 Nays 0 Abstain _____
2. Motion by Nathan Menhorn, seconded by Cathy Webreck, 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 2022-2023 School Year. [Exhibit J-2](#)
 Section 508 vote: all members present voted in the affirmative.
 Ayes 8 Nays 0 Abstain _____
3. Motion by Nathan Menhorn, seconded by Jeff Fisher, to approve advertising for bids for General supplies and Custodial supplies for the 2022-2023 school year.
 Section 508 vote: all members present voted in the affirmative.
 Ayes 8 Nays 0 Abstain _____
4. Motion by Cathy Webreck, seconded by Donna Dively, to approve to advertise for census enumerators.
 Section 508 vote: all members present voted in the affirmative.
 Ayes 8 Nays 0 Abstain _____
5. Motion by Cathy Webreck, seconded by Donna Dively, to approve the 2020-2021 audit and adjusting entries. [Exhibit J-3](#)
 Section 508 vote: all members present voted in the affirmative.
 Ayes 8 Nays 0 Abstain _____

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6. Motion by J.T. Kline, seconded by Nathan Menhorn, to approve a Contract for School District Consultative and Labor Related Services between BBSD and Larry Philip as per exhibit with compensation not to exceed \$2,500 unless authorized by the Board. [Exhibit J-4](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____

K. INSTRUCTIONAL

L. ADMINISTRATION

1. Motion by Cathy Webreck, seconded by Donna Dively, to approve to place revised 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 8 Nays 0 Abstain _____
2. Motion by Cathy Webreck, seconded by Donna Dively, to approve to place revised 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 8 Nays 0 Abstain _____
3. Motion by Donna Dively, seconded by Cathy Webreck, to approve to place revised Policy No. 622 - "GASB Statement 34" on the table for public inspection for 30 days. [Exhibit L-3](#)
All members present voted in the affirmative
Ayes 8 Nays 0 Abstain _____

Motion by Donna Dively, seconded by Cathy Webreck, to adjourn to Executive Session to discuss personnel matters.
All members present voted in the affirmative
Ayes 8 Nays 0 Abstain _____

Motion by J.T. Kline, seconded by Jeff Fisher, to reconvene the regular meeting.
All members present voted in the affirmative
Ayes 8 Nays 0 Abstain _____

The members met in Executive Session from 8:36 p.m. until 9:02 p.m.

M. PERSONNEL

1. Motion by Cathy Webreck, seconded by Donna Dively, to approve Kirsten Hoffman, Somerset, PA, as an IU8 certified day-to-day teaching substitute retroactive to January 13, 2022.
Section 508 vote: all members present voted in the affirmative.

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Ayes 8 Nays 0 Abstain _____

2. Motion by Donna Dively, seconded by Norman Menhorn, to approve the resignation of Stephanie Hankinson, substitute cafeteria worker. [Exhibit M-1](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____
3. Motion by Cathy Webreck, seconded by Donna Dively, to approve Tamara Nichols, Berlin, PA, as an elementary certified day-to-day teaching substitute pending completion of legal requirements.
Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____
4. Motion by Donna Dively, seconded by Jeff Fisher, to approve Kim Diehl as a homebound instructor.
Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____
5. Motion by Jeff Fisher, seconded by Norman Menhorn, to approve Christopher Uphouse's request for medical sabbatical leave for the second semester of the 2021-2022 school year. [Exhibit M-2](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____
6. Motion by Cathy Webreck, seconded by Donna Dively, to approve Catelyn Will as a student teacher with Krista Fioravanti, cooperating teacher.
Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____
7. Motion by Donna Dively, seconded by Norman Menhorn, to approve Daniel Bittner, Berlin, PA, as a full-time custodian at \$9.00/hour pending completion of legal requirements.
Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____
8. Motion by Cathy Webreck, seconded by Donna Dively, to approve Zachary Calvert, Berlin, PA, as a student substitute custodian at \$9.00/hour pending completion of legal requirements.
Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____
9. Motion by Donna Dively, seconded by Jeff Fisher, to authorize the district to utilize paraprofessionals to monitor classrooms in the event no certified substitutes are available at the rate of \$125/day retroactive to January 7, 2022.

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Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____

10. Motion by Cathy Webreck, seconded by J.T. Kline, to approve the following as spring varsity 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
Volunteer	Catelyn Will
Volunteer	Kay Ann Cober

Varsity Baseball

Head Coach	Zachary Cooney
Assistant	
Volunteers	Cannon Hay Kevin James Brenden Bowser Kyle Cooney Tanner Prosser Jason Huston Chayse Hyatt Brady Boburchock Charlie Fisher

Varsity Softball

Head Coach	Brian Slope
Assistant	Craig Glessner
Assistant	Amanda Dively

Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____

11. Motion by Cathy Webreck, seconded by J.T. Kline, to approve Melissa Fox as a substitute bus aide.

Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____

12. Motion by Donna Dively, seconded by Nathan Menhorn, to approve Kayla Werner's request for January 5, 6, 7, 10, & 11, 2022, as days off without pay. [Exhibit M-3](#)

Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____

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13. Motion by Donna Dively, seconded by Jeff Fisher, to approve Tabitha Yanke, Fairhope PA, as a substitute cafeteria worker at \$9.00/hour pending completion of legal requirements.

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

Ayes 8 Nays 0 Abstain

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

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

- Holly Montgomery's request to take approximately 48 students to Pittsburgh Zoo & PPG Aquarium, Pittsburgh, PA, April 26, 2022. Cost - \$2568.00. SYTA Youth Foundation Grant.
- Levi Steward's request to take 2 students to PMEA District 6 Band, Hollidaysburg Area Senior High School, January 27-28, 2022. Cost - \$925.00. Band budget.
- Debra Orendorf's request to take 4 students to Forensics, Westmont Hilltop High School, February 25, 2022. Cost - \$145.00. Forensics budget.
- Debra Orendorf's request to take 4 students to Forensics, St. Francis University, Loretto, PA, April 12 & 13, 2022. Cost - \$300.00. Forensics Transportation.
- Courtney Richards, Amy Gair, Kayla Rypczyk, & Krista Fioravanti's request to attend LETRS training module, Conemaugh Valley School, February 4 & 25, 2022. Cost - \$1348.00. Elementary Staff Development certified instructional.
- Brian Thompson, Danielle Hay, & Jenna Hankinson's request to attend Trauma-Skilled Schools In-Person Networking Event, IU8, Altoona, PA, January 18, 2022. Cost- \$135 ESSER funds.
- Debra Orendorf's request to take 4 students to Forensics, Bishop Carroll High School, January 28, 2022. Cost - \$100. Forensics budget.
- Katherine Spiri's request to take 2 students to District Chorus, Northern Bedford High School, February 10-11, 2022. Cost - \$654.00. Chorus Budget.
- Ashley Cotter's request to take approximately 30 students to Pittsburgh, PA-Senior Class Trip, May 20-21, 2022. No cost to the district. Paid by Senior Class fund.
- Lori Gindlesperger's request to virtually attend Transportation Contracts, January 18, 2022. Cost - \$80.00. Non-certified non-instructional staff development district.
- Jenna Hankinson's request to attend virtually Tech Addiction and Digital Health. Cost- \$99.99 ARP ESSER Set-Aside funds.
- Katherine Spiri's request to take approximately 50 students to Disney Candlelight Processional/Concert Band Workshop, Orlando, FL, November 28-December 2, 2022. No cost to the district. Student payment, Booster organization, and optional fundraisers will pay for this trip.
- Debra Orendorf's request to take 3 students to Student Congress Debate, Rockwood High School, February 16, 2022. Cost - \$10.00. Forensics budget.

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

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"BBSB Board Goals"

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Ayes 8 Nays 0 Abstain

Conference/Field Trip/workshop requests already approved:

- Brian Thompson & Doug Paul's request to attend Athletic Conference meeting, Conemaugh Township High School, December 14, 2021. Cost - \$62.50. Athletic budget.
- Debra Orendorf's request to take 4 students to Student Congress Debate, Bellwood-Antis School, January 10, 2022. Cost - \$20.00. Forensics Transportation.
- Levi Steward's request to take 1 student to PMEA District 6 Orchestra, virtually January 13, 2022 and Juniata Elementary School, January 14, 2022. Cost - \$340.00. Band budget.
- Brian Thompson & Doug Paul's request to attend WestPAC Conference meeting, Shade High School, January 7, 2022. Cost - \$72.50. Athletic budget.
- Debra Orendorf's request to take 4 students to Forensics, Conemaugh Township High School, January 12, 2022. Cost - \$10.00. Forensics Transportation.

O. FACILITIES USE REQUESTS

Motion by Cathy Webreck, seconded by Donna Dively, to approve the following facilities use requests:

- BBSD Soccer's request to use the HS soccer field, Monday - Thursday, June 1-August 11, 2022, 5:00-9:00 p.m., BBSD soccer workouts.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain

Facilities Use requests already approved:

- Varsity Boys Soccer's request to use the MS gym, December 15 & 21, 2021, February 1, 9, 15, & 22, 2022, 7:00-8:30 p.m., soccer workouts.
- Indoor Track & Field's request to use the elementary gym, Mondays, January 3, 10, 17, 24, & 31, 2022, 3:30-5:30 p.m., indoor track and field practice.
- Berlin Youth Baseball/Softball's request to use the elementary library, Wednesday, January 5, 2022, 7:15-8:15 p.m., meeting for 2022 planning.
- Berlin Indoor Track & Field's request to use the elementary gym, Tuesdays & Thursdays, January 4, 6, 11, 13, 18, 20, 25, & 27, 2022, 3:30-4:30 p.m., indoor track & field practice.
- Catelyn Herman's request to use the auditorium, Wednesdays, January 12-April 6, 2022, 5:00-9:00 p.m., pageant preparation.
- Berlin Varsity Baseball's request to use the MS gym, Wednesdays, January 12, February 2, February 16, & February 23, 2022, 7:00-8:30 p.m., baseball open gym.

P. INFORMATIONAL

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

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Motion by Norman Menhorn, seconded by Donna Dively, to adjourn the meeting.
All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

The meeting adjourned at 9:16 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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