

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
FEBRUARY 15, 2024
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 Jenna Ogburn 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>6:53</u> Allison Rohrs
<u>YES</u> Jeff Fisher	<u>YES</u> Norman Menhorn	<u>YES</u> Tom Smith
<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 Norman Menhorn, seconded by Nathan Menhorn, to approve the agenda as presented on this date.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain ____

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

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

1. Regular Board Meeting, January 11, 2024. [Exhibit G-1](#)
2. Athletic Account, January 31, 2023. [Exhibit G-2](#)
3. Activity Account, January 31, 2023. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, January 31, 2023. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, January 31, 2023. [Exhibit G-5](#)

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

Ayes 8 Nays 0 Abstain ____

PRESENTATIONS

Curriculum Presentation - Mr. Lauer

Allison Rohrs enters the meeting 6:53pm

Athletic Cooperative Agreement Discussion - Mr. Paul

Staffing Update - Dr. Reeder

“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

H. SUPERINTENDENT’S REPORT

1. Board Retreat - March 9 - Cup of Sole Cafe (8:00 a.m. - 12:00 noon)
2. 2024-2025 Calendar - Draft. [Exhibit H-1](#)

Upcoming Meetings: Board Meeting - March 14, 2024 - 6:30 p.m.
Board Retreat - March 9, 2024 - Cup of Soul Cafe

All meetings will be held in the HS Library.

I. STUDENT MEMBER TO THE BOARD REPORT-SHAY FOCHTMAN

J. BUSINESS ITEMS

1. Motion by Cathy Webreck, seconded by Jeffrey Fisher, 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 Nathan Menhorn, seconded by Norman Menhorn, to approve the Appalachia Intermediate Unit 8 ESL Consortium Articles of Agreement for the 2023-2024 school year as presented. [Exhibit J-2](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
3. Motion by Jeffrey Fisher, seconded by Allison Rohrs, to approve the Rachel’s Challenge Agreement for Services as presented. [Exhibit J-3](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
4. Motion by Norman Menhorn, seconded by J.T. Kline, to approve a 60-month lease agreement with Quadient Leasing USA Inc. for the postage machine at \$195.47/month as per exhibit. [Exhibit J-4](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
5. Motion by Cathy Webreck, seconded by Nathan Menhorn, to approve four Somerset County Tax Claim Bureau’s “Notice of Offer to Purchase Property at Private Sale” from Eric Kent as presented. [Exhibit J-5](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____

K. INSTRUCTIONAL

L. ADMINISTRATION

1. Motion by J.T. Kline, seconded by Norman Menhorn, to adopt revised policy No. 610 - “Purchases Subject to Bid”. [Exhibit L-1](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____

2. Motion by Norman Menhorn, seconded by Tom Smith, to adopt revised policy No. 611 - "Purchases Budgeted". [Exhibit L-2](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
3. Motion by Nathan Menhorn, seconded by Tom Smith, to approve the updated ARP ESSER Health and Safety Plan as presented. [Exhibit L-3](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
4. Motion by Donna Dively, seconded by Jeffrey Fisher, to approve a cooperative agreement between Shanksville-Stonycreek School District and Berlin Brothersvalley School District for boys' and girls' varsity track.
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
5. Motion by Nathan Menhorn, seconded by J.T. Kline, to approve Dante Paul to complete his elementary practicum/internship hours for the spring semester of 2024 as part of the PennWest University program in educational leadership.
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
6. Motion by Donna Dively, seconded by Jeffrey Fisher, to approve a cooperative agreement between Shanksville-Stonycreek School District and Berlin Brothersvalley School District for boys' junior high baseball.
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____

M. PERSONNEL

1. Motion by Norman Menhorn, seconded by Allison Rohrs, to approve the following spring coaching volunteers pending completion of legal requirements:
Varsity Softball
Marlee Ott
Emma DeArmitt
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
2. Motion by Donna Dively, seconded by Tom Smith, to approve the following field trip chaperones:
Mary Boehnke
Doug Spiri
Robin Fochtman
Erin VanGilder
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____

3. Motion by Donna Dively, seconded by J.T. Kline, to approve Kate Murphy as a volunteer Bocce Ball coach.
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
4. Motion by Norman Menhorn, seconded by Cathy Webreck, to approve Martin Mudry's letter of retirement effective June 30, 2024. [Exhibit M-1](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
5. Motion by Donna Dively, seconded by Jeffrey Fisher, to approve to advertise for any open positions for the 2024-2025 school year.
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
6. Motion by J.T. Kline, seconded by Allison Rohrs, to approve the Memorandum of Agreement between BBSD and BBEA as presented. [Exhibit M-2](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
7. Motion by Donna Dively, seconded by Norman Menhorn, to approve the following census enumerators for 2024 at the stipends listed:

Allegheny Township	Jessica Coughenour	\$950
Berlin Borough	Brooke Albaugh	\$1375
Brothersvalley Township	Adain Dickey	\$2000
Fairhope Township	Gail Smith	\$425
New Baltimore Borough	Audrey Benning	\$320
Northampton Township	Gail Smith	\$525

 Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
8. Motion by Norman Menhorn, seconded by J.T. Kline, to approve Faith Sigler, Meyersdale, PA, as an IU8 certified day-to-day teaching substitute pending completion of legal requirements.
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
9. Motion by Cathy Webreck, seconded by Allison Rohrs, to approve the resignation of David Remaley, Alternative Education Teacher/District Cyber Coordinator/Student Council Advisor, as of March 1, 2024. [Exhibit M-3](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain ____
10. Motion by Donna Dively, seconded by Allison Rohrs to the board to add a personnel action to the board agenda.
Section 508 vote: All members present voted in the affirmative.

"BBSD Board Goals"

1. Promote academic growth throughout the student population
2. Explore and enhance curriculum opportunities and delivery options
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5. Maintain fiscal solvency relative to district demographics

Ayes 9 Nays 0 Abstain

11. Motion by J.T. Kline, seconded by Nathan Menhorn, to approve the resignation of Tracy McKenzie, Title 1 Instructional Aide, effective February 29, 2024.

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

Ayes 9 Nays 0 Abstain

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

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

- Alex Saylor’s request to take 4 students to PMEA Region 3 Band, Bald Eagle Area High School, February 22-24, 2024. Cost - \$1373.00. Band budget.
- Brian Slope’s request to take 24 students to Middle School Lego Team Competition, Forest Hills High School, Sidman, PA, February 24, 2024. Cost - \$570.40. BBSD Foundation Grant.
- Katherine Spiri’s request to take 40 students to performance of Anastasia, Connellsville High School, February 29, 2024. No cost to the district. Musical budget and student payment will pay for this trip.
- Katherine Spiri’s request to take 100 MS Chorus students to Education Days game, Altoona Curve, May 7, 2024. Student payment and Chorus Boosters will pay for this trip.
- FFA’s request to take 4 students to PA FFA Western Region Public Speaking Contest, Bethel Presbyterian Church, Enon Valley, PA, April 23, 2024. Cost - \$208.00. FFA budget.
- FFA’s request to take 10 students to Somerset County Envirothon, Laurel Hill State Park, April 30, 2024. Cost - \$425.00. FFA budget.
- Christine Fabyanic & Christy McMillen’s request to take 12-24 students to Spring Interscholastic HS & MS Reading Competition, Forest Hills School District, March 20, 2024. Cost - \$780.80. MS & HS Reading Competition budget.
- Kim Diehl & Christy McMillen’s request to take 12-24 students to Spring Interscholastic Elementary Reading Competition, Forest Hills School District, March 19, 2024. Cost - \$780.80. Elementary Reading Competition budget.
- Eric Lauer’s request for K-12 Science teachers to attend STEELS: Unpacking the New Standards, Berlin MS Computer Lab, February 22, 2024. \$675.00 - substitute wages.
- Jenna Hankinson’s request to take approximately 100 students to Rachel’s Challenge - Chain Reaction Event, BBHS gym, March 7, 2024. Cost - \$5000 - PCCD Mental Health Grant.
- Alex Saylor’s request to take 4 students to PMEA 6th Grade Band Fest, Penn Cambria High School, April 5, 2024. Cost - \$275.00. Band budget.
- FFA’s request to take 25 students to Somerset County FFA Spring Skills CDE, SCTC, Somerset, PA, April 18, 2024. Cost - \$425.00. FFA Budget.

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- Doug Paul's request to attend PSFCA Big 33 - Capitol Celebration with State Legislature, Harrisburg, PA, March 18, 2024. Cost - \$62.50-½ day substitute wages.
- Doug Paul's request to attend District 5 Athletic Director's Business Meeting, Everett, PA, March 12, 2024. Cost - \$62.50-½ day substitute wages.
- Doug Paul's request to attend ICC Athletic Director's Business Meeting, The Dream Restaurant, Hollidaysburg, PA, February 29, 2024. Cost - \$62.50-½ day substitute wages.
- Doug Paul's request to attend PSFCA Big 33 practices and game, Harrisburg, PA, May 22-26, 2024. Cost - \$187.50-½ day substitute wages.
- Amanda Dowdy's request to take 4 students, Physics trip to Penn State University, State College, PA, February 21, 2024. Cost - \$397.50. Science department budget.
- Katherine Spiri's request to take 4 students to Regional Chorus, Somerset High School, Somerset, PA, March 7-8, 2024. Cost - \$680.00. Chorus Budget.
- FFA's request to take 4 students to Somerset County FFA Public Speaking Contest, Berlin Brethren Church, April 4, 2024. Cost - \$125.00-substitute wages.
- Dr. David Reeder and Thomas Podpora's request to attend Innovation Summit, IU8, Altoona, PA, March 22, 2024. Cost - \$100. Superintendent Dues & Fees.
- Second Grade's request to take 64 students to Pittsburgh Zoo, Pittsburgh, PA, May 23, 2024. No cost to the district. PTSO and students will pay for this trip.

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

Ayes 9 Nays 0 Abstain ____

Conference/Field Trip/workshop requests already approved:

- Cathy Berkebile's request to attend PRFSD Membership meeting, Double Tree Hotel, Monroeville, PA, February 9, 2024. Cost - \$20.00. Cafeteria budget.
- Doug Paul's request to take 12-15 students to Special Olympics Winter Games, Seven Springs, February 14-15, 2024. Cost - \$125.00-substitute wages.

O. FACILITIES USE REQUESTS

Motion by Donna Dively, seconded by Allison Rohrs, to approve the following facilities use requests:

- Berlin Youth Football's request to use the MS gym, Saturday, May 11, 2024, 8:00 a.m.-12:00 p.m., pizza/sub fundraiser pick up.
- Berlin Youth Football's request to use the elementary library, Tuesday, March 26, 2024, 5:30-8:00 p.m., registration.
- September 11th National Memorial Trail Alliance's request to use the MS gym, bathrooms, & parking lot, Saturday, September 7, 2024, 7:30 a.m.-2:00 p.m., charity bike ride for the 911 Trail to Flight 93.

- Jenna Hankinson’s request to use the HS gym, Thursday, March 7, 2024, 8:00 a.m.-3:30 p.m., Rachel’s Challenge-Chain Reaction.
- BBSD Foundation’s request to use the board room, Sunday, April 21, 2024, 6:30 p.m., meeting.
- BBSD Foundation’s request to use the board room, Sunday, March 17, 2024, 6:00 p.m., meeting.
- Berlin Volleyball’s request to use the HS gym, Mondays & Fridays, May 31-August 2, 2024, 8:00-9:30 a.m., open gym.
- Berlin AYSO’s request to use the elementary library, Thursday, February 22, 2024, 6:00-8:00 p.m., coaches meeting.
- Berlin PTSO’s request to use the MS gym, Saturday, February 24, 2024, 12:00-6:00 p.m., Mother & Son Game Event.
- Berlin PTSO’s request to use the elementary library, February 29-March 8, 2024, 8:30 a.m.-8:00 p.m., Book Fair.
- Berlin PTSO’s request to use the MS gym, Saturday, April 13, 2024, 2:00-9:00 p.m., Father/Daughter Dance.
- Berlin Youth Baseball/Softball’s request to use the elementary gym, MS gym, & HS gym, various dates and times based on availability after spring sports practices, team practices.

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

Ayes 9 Nays 0 Abstain

Facilities Use requests already approved:

- NJHS’s request to use the auditorium, Tuesday, January 30, 2024, 1:15-3:30 p.m., fundraiser delivery.
- Berlin Softball Boosters’ request to use the elementary library, Sunday, February 4, 2024, 6:30 p.m., meeting.
- Musical’s request to use the auditorium, Monday, Tuesday, Thursday, January 8-April 8, 2024, 5:00-9:00 p.m. & Saturdays, February 17, March 2, 10:00 a.m.-2:00 p.m., & March 23, 2024, 5:00-9:00 p.m., rehearsals.
- Berlin Youth Baseball/Softball’s request to use the elementary & MS gyms, Saturdays, February 10-March 9, 2024, 10:30 a.m.-3:30 p.m., and the elementary gym, Sundays, February 11-March 10, 2024, 12:00-5:00 p.m., and the MS gym, Sundays, February 11-March 10, 2024, 12:00-3:30 p.m., open gym.
- Berlin Youth Baseball/Softball’s request to use the elementary library, Wednesday, February 7 & Monday, February 12, 2024, 6:00-8:00 p.m., coaches meeting.
- Berlin Young Farmers’ request to use the vo-ag room, Thursday, February 15, 2024, 7:00 p.m., meeting.
- BBEA’s request to use the auditorium, Tuesday, February 13, 2024, 3:30-4:00 P.M., meeting.

P. INFORMATIONAL

1. Delta Kappa Gamma Society letter. [Exhibit P-1](#)

Motion by Nathan Menhorn, seconded by Cathy Webreck, to adjourn the meeting.

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All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain

The meeting adjourned at 8:41pm.

Rachel Prosser
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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