

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
MARCH 9, 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>6:32pm</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 Cathy Webreck, seconded by Jenna Ogburn, 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 Norman Menhorn, seconded by Jeff Fisher, to approve the following minutes and financial reports as presented on this date.

1. Regular Board Meeting, February 9, 2023. [Exhibit G-1](#)
 2. Athletic Account, February 28, 2023. [Exhibit G-2](#)
 3. Activity Account, February 28, 2023. [Exhibit G-3](#)
 4. General, Construction, Capital Reserve, and Investment Accounts, February 28, 2023. [Exhibit G-4](#)
 5. Cafeteria and Payroll Funds, February 28, 2023. [Exhibit G-5](#)
- Section 508 vote: all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain

Nathan Menhorn entered the meeting at this point.

STUDENT SPOTLIGHT

Elijah Benning - Grade 3

“BBSB 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. Musical Dates: Friday, March 31 7:00 p.m.
 Saturday, April 1 7:00 p.m.
 Sunday, April 2 2:00 p.m.
2. Budget Process Timeline/Budget Meeting - **Tuesday, April 18, 2023 - 6:30 pm**
3. May & June Board Meetings - May 11 & June 15
4. FMLA - Alex Saylor
5. Berlin Ambulance Donation
6. Juul Settlement

Upcoming Meetings: Board Meeting - Thursday, April 13, 2023 - 6:30 p.m.
All meetings will be held in the HS Library.

I. STUDENT MEMBER TO THE BOARD REPORT - MORGAN TWOMBLY

J. BUSINESS ITEMS

1. Motion by Norman Menhorn, seconded by Cathy Webreck, 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 Cathy Webreck, seconded by Jenna Ogburn, to adopt the proposed Secondary budget for the fiscal year 2023-2024 of the Somerset County Technology Center in the amount of \$5,732,285.41 General Fund and \$436,202.50 Debt Service for a total of \$6,168,487.91. [Exhibit J-2](#)
On roll call. Motion passed

<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>Yes</u> Allison Rohrs
<u>Yes</u> J.T. Kline	<u>Yes</u> Jenna Ogburn	<u>Yes</u> Cathy Webreck
3. Motion by Norman Menhorn, seconded by JT Kline, to adopt the proposed Adult budget for the fiscal year 2023-2024 of the Somerset County Technology Center in the amount of \$1,626,604.12. [Exhibit J-3](#)
On roll call. Motion passed

<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>Yes</u> Allison Rohrs
<u>Yes</u> J.T. Kline	<u>Yes</u> Jenna Ogburn	<u>Yes</u> Cathy Webreck
4. Motion by Norman Menhorn, seconded by Jeff Fisher, to accept the settlement offer for Government Entity Claims against JUUL Labs, Inc. and to authorize the superintendent of schools to execute the agreement.
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

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5. Motion by JT Kline, seconded by Jenna Ogburn, to approve the renewal of dental insurance rates through Highmark UC Advantage Plus for the 2023-2024 fiscal year at the following rates:

Base Plan

Individual	\$23.34
Parent & Child	\$41.83
Parent & Children	\$41.83
Two Person	\$45.96
Family	\$69.62

Buy-Up Plan (Employee is responsible for difference in premiums)

Individual	\$34.89
Parent & Child	\$69.80
Parent & Children	\$69.80
Two Person	\$68.71
Family	\$111.34

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

Ayes 9 Nays 0 Abstain

6. Motion by Jenna Ogburn, seconded by Nathan Menhorn, to approve a revised quote from Advent Communication Systems to provide and install an upgraded network under PEPPM to be paid by the ESSER II Grant at a cost of \$70,540.12. [Exhibit J-4](#)

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

Ayes 9 Nays 0 Abstain

7. Motion by Norman Menhorn, seconded by Donna Dively, to approve the Appalachia Intermediate Unit 8 2023-2024 General Operating Budget as presented.

[Exhibit J-5](#)

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

Ayes 9 Nays 0 Abstain

8. Motion by Donna Dively, seconded by Jeff Fisher, to approve to include in the 2023-2024 budget \$_____ to reimburse the wrestling boosters towards the purchase of practice mats. [Exhibit J-6](#)

Ayes Nays Abstain

Motion tabled with no further action.

K. INSTRUCTIONAL

L. ADMINISTRATION

1. Motion by Nathan Menhorn, seconded by Donna Dively, to approve the 2023-2024 BBSD school calendar as presented. [Exhibit L-1](#)

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All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

Motion by Norman Menhorn, seconded by Donna Dively, to adjourn to Executive Session to discuss personnel matters.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

Motion by Norman Menhorn, seconded by Donna Dively, to reconvene the regular meeting.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

The members met in Executive Session from 7:42 p.m. until 9:25 p.m.

M. PERSONNEL

1. Motion by Nathan Menhorn, seconded by Norman Menhorn, to approve Amanda Dowdy's request for paid time off for May 15-19, 2023, and unpaid time off for May 22-26, 2023. [Exhibit M-1](#)

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

2. Motion by Cathy Webreck, seconded by Jeff Fisher, to approve Mary Boehnke and Michele Nakich as Forensics judges retroactive to February 15, 2023.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

3. Motion by JT Kline, seconded by Norman Menhorn, to approve Teresa Kociola's letter of retirement effective the last teacher day of the 2022-2023 school year.

[Exhibit M-2](#)

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

Ayes 9 Nays 0 Abstain ____

4. Motion by Cathy Webreck, seconded by Allison Rohrs, to approve Rachel Prosser as Business Manager pending a salary agreement.

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

Ayes 9 Nays 0 Abstain ____

5. Motion by Donna Dively, seconded by Jeff Fisher, to approve the following non-professional compensation plans for the 2023-2024 through 2026-2027 school years:

Accounts Payable/Accounting Clerk
Administration

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Aides
 Business Manager
 Cafeteria - Head Cook
 Cafeteria-Part-time
 Computer Technician/Network Administrator
 Custodial
 Database Technician
 Director of Food Service
 Maintenance and Custodial Supervisor
 Non-Professional Substitute
 Personnel/Payroll Technician
 Secretarial
 Social Worker

On roll call vote: motion passed 7-2

Yes Donna Dively Yes Nathan Menhorn Yes Larry Oglie
Yes Jeff Fisher Yes Norman Menhorn No Allison Rohrs
No J.T. Kline Yes Jenna Ogburn Yes Cathy Webreck

6. Motion by Cathy Webreck, seconded by Donna Dively, to approve to advertise for any open positions for the 2023-2024 school year.
 Section 508 vote: all members present voted in the affirmative.
 Ayes 9 Nays 0 Abstain _____

7. Motion by Jenna Ogburn, seconded by Allison Rohrs, to approve the following changes to the junior high track coaching positions:
 Nick Belcher Volunteer Coach
 Amanda Dowdy Assistant Junior High Coach
 Section 508 vote: all members present voted in the affirmative.
 Ayes 9 Nays 0 Abstain _____

8. Motion by JT Kline, seconded by Norman Menhorn, to approve Sarah Koval as a field trip chaperone.
 All members present voted in the affirmative.
 Ayes 9 Nays 0 Abstain _____

9. Motion by Norman Menhorn, seconded by Nathan Menhorn, to approve Carol Lusk, Schellsburg, 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 _____

10. Motion by Jenna Ogburn, seconded by Nathan Menhorn, to approve Kristin Lucas, Berlin, PA, as a full-time custodian at a rate of \$9.00/hour pending completion of legal requirements.

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

Ayes 9 Nays 0 Abstain

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

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

- Dan Miller's request to take approximately 30 students to FFA Public Speaking, Berlin Brethren Church, Berlin, PA, March 23, 2023. Only cost is for substitute wages.
- Mark Smith's request to take 8 eighth grade students to Somerset County Chamber Program Tour - Global SFC, J&J Bodies, SCTC, & Guy Chemical - April 18, 2023. Cost will be covered by the Somerset County Chamber.
- Mike Bertuzzi's request to take 4 students to Westwood Theater and Cafe, Westmont, PA, April 14, 2023. Cost - \$240.00. Life Skills Transportation & Supplies.
- Alex Saylor's request to take 2 students to PMEA Region 3 Band, Altoona Area High School, Altoona, PA, March 22-24, 2023. Cost - \$835.50. Band budget.
- Math Counts' request to take 5 students to 24 Challenge Competition, IU8, Altoona, PA, May 19, 2023. Cost - \$690.00. Scholastic Quiz account.
- Dana Kissel's request to take 31 students to Kennywood Park, West Mifflin, PA, May 19, 2023. National Honor Society will cover all costs.
- Second Grade's request to take 62 students to South Street Playground, Berlin, PA, May 16, 2023. No cost to the district.
- ~~Debra Orendorf & Susan Straight's request to take 40 students to "Grease" performance, Saint Francis University, March 30, 2023. Cost - \$477.50. NJHS will pay for this trip.~~ **TRIP CANCELLED**
- Third Grade's request to take 60 students to International Conservation Center, Fairhope, PA, May 18, 2023. PTSO will pay for this trip.
- Forensics' request to take 4 students to Regional Forensics Tournament, Saint Francis University, March 13-14, 2023. Cost - \$340.00. Forensics budget.
- Forensics' request to take 2 students to State Forensics, Bloomsburg University, March 16-18, 2023. Cost - \$1311.24. Forensics budget.
- Second Grade's request to take 62 students to The Ice Cream Station, Berlin, PA, May 9, 2023. No cost to the district.
- Doug Paul, Dante Paul, & Braden Fochtman's request to attend 2023 High School Coaches Clinic, WVU, Morgantown, WV, March 31 & April 1, 2023. Only cost to the district is substitute wages.
- Doug Paul's request to attend D5 Athletic Director's meeting, SCTC, Somerset, PA, March 14, 2023. Only cost to the district is substitute wages.
- Doug Paul's request to attend WestPAC meeting, Shade Elementary, Cairnbrook, PA, April 26, 2023. No cost to the district.

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- Fourth Grade's request to take 60 students to Laurel Hill State Park, Somerset, PA, May 18, 2023. No cost to the district. A grant from Laurel Hill State Park will pay for this trip.
- Nina Zimmerman's request to take 3 students to Living Treasures Animal Park, Jones Mills, PA, May, 2, 2023. Cost - \$100 - PTSO & MDS Transportation & Supplies.
- First Grade's request to take 60 students to Heritage Discovery Center, Johnstown, PA, April 28, 2023. No cost to the district - PTSO will pay for this trip.
- First Grade's request to take 60 students to Ice Cream Station, Berlin, PA, May, 9, 2023. No cost to the district - PTSO will pay for this trip.
- Kindergarten's request to take 47 students to Pasquerilla Performing Arts Center, Johnstown, PA, April 12, 2023. 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:

- Doug Paul's request to attend ICC meeting, Creekside Inn, East Freedom, PA, March 2, 2023. \$62.50 - substitute wages.

O. FACILITIES USE REQUESTS

Motion by Jenna Ogburn, seconded by Jeff Fisher, to approve the following facilities use requests:

- BBSD Foundation's request to use the HS library, Monday, April 3 & Tuesday, April 4, 2023, 6:00 p.m., scholarship interviews.
- Pius Spring Woman's Club's request to use the MS cafeteria/hallway/kitchen, Friday, November 10, 2023 - 4:00-9:00 p.m., Saturday, November 11, 2023 - 7:00 a.m.-7:00 p.m., & Sunday, November 12, 2023 - 10:00 a.m.-7:00 p.m., Home tour, vendor fair and concessions.
- BBSD Foundation's request to use the board room, Sunday, March 26, 2023, 6:30 p.m., scholarship committee meeting.
- BBSD Foundation's request to use the board room, Sunday, May 7, 2023, 6:30 p.m., meeting.
- PTSO's request to use the MS gym, Saturday, April 22, 2023, 2:00-9:00 p.m., Father/daughter dance.
- Berlin Pre-K's request to use the track/field area, Wednesday, April 5, 2023, 1:30 p.m., Family Easter egg hunt.
- Debra Orendorf's request to use MS room 004, Tuesday, March 28, 2023, 3:30-6:45 p.m., Congress Debate.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain

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Facilities Use requests already approved:

- Berlin Youth SB/BB League’s request to use the elementary library, Thursday, February 16, 2023, 7:00-8:00 p.m., coaches meeting.
- PTSO’s request to use the auditorium, Sunday, February 26, 2023, 11:00 a.m.-5:00 p.m., Mother/son movie.
- PTSO’s request to use the elementary library, Friday, March 3, 2023, 10:00 a.m., Monday-Friday, March 6-10, 2023, 8:00 a.m.-8:00 p.m., Book Fair.
- AYSO’s request to use the MS computer lab, Thursday, March 2, 2023, 5:30-9:00 p.m., team selection/coaches meeting.
- Berlin Wrestling Boosters’ request to use the elementary library, Tuesday, February 21, 2023, 7:00 p.m., meeting.
- Erika Stern’s request to use the MS gym, Saturday, February 25, 2023, 9:00 a.m.-1:00 p.m., volleyball lessons.
- Berlin Varsity Softball’s request to use the MS computer lab, Monday, March 6, 2023, 5:15-6:15 p.m., softball parent meeting.
- Berlin Youth Volleyball’s request to use the HS gym, Mondays, March 6, 13, & 20, 2023, 7:30-8:30 p.m., youth volleyball.

P. INFORMATIONAL

1. 2022-2023 Tax Data. [Exhibit P-1](#)

Motion by JT Kline, seconded by Cathy Webreck, to adjourn the meeting.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

The meeting adjourned at 9:43 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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