

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
APRIL 13, 2023
HS LIBRARY**

An Executive Session was held from 6:23 p.m. until 8:48 p.m. for personnel interviews.

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 8:48 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 Norman Menhorn, seconded by Jenna Ogburn, 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 Cathy Webreck, seconded by Nathan Menhorn, to approve the following minutes and financial reports as presented on this date.

1. Regular Board Meeting, March 9, 2023. [Exhibit G-1](#)
 2. Athletic Account, March 31, 2023. [Exhibit G-2](#)
 3. Activity Account, March 31, 2023. [Exhibit G-3](#)
 4. General, Construction, Capital Reserve, and Investment Accounts, March 31, 2023. [Exhibit G-4](#)
 5. Cafeteria and Payroll Funds, March 31, 2023. [Exhibit G-5](#)
- Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

STUDENT SPOTLIGHT

Tori Shaffer - All-State Band

“BBSB Board Goals”

1. Promote academic growth throughout the student population
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STAFF RECOGNITION

Kerry Hersch

H. SUPERINTENDENT'S REPORT

1. Budget Process Timeline/Budget Meeting - Tuesday, April 18, 2023 - 6:30 pm
2. May & June Board Meetings - May 11 & June 15, 2023
3. Teacher/Staff Appreciation Week - May 8-12, 2023
4. Superintendent Search Consultant. [Exhibit H-1](#), [Exhibit H-2](#), [Exhibit H-3](#)
5. Softball Field Batting Cage Improvement - JT Kline
6. Grove Update - JT Kline

Upcoming Meetings: Budget Meeting - Tuesday, April 18, 2023 - 6:30 pm
Board Meeting - Thursday, May 11, 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 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 Nathan Menhorn, to approve the General and Custodial supply bids 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 Cathy Webreck, seconded by Jeff Fisher, to approve the administration to advertise for gasoline suppliers, snow removal services, bread suppliers, and milk suppliers for the 2023-2024 school year.
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
4. Motion by Jenna Ogburn, seconded by Jeff Fisher, to approve to authorize the District to enter into an Attorney-Client Fee Contract with the Frantz Law Group, ALPC, 402 West Broadway, Suite 860, San Diego, California, 92101, and Dillon McCandless King Coulter & Graham, LLP, 128 West Cunningham Street, Butler, Pennsylvania, 16001, and Ronald Repak, for the commencement of a legal action against the Social Media Companies (Meta, Tik Tok, YouTube, etc.) Said action shall be for the purpose of claiming money damages. [Exhibit J-3](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

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5. Motion by Cathy Webreck, seconded by Donna Dively, to approve a \$500 donation to Berlin Area Ambulance.
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
6. Motion by Norman Menhorn, seconded by Jeff Fisher, to approve the district's group life insurance rates with CM Regent Solutions for the 2023-2024 school year with no change in the rates. [Exhibit J-4](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
7. Motion by Cathy Webreck, seconded by Donna Dively, to approve the proposal from Queen City Business Systems, LaVale, MD, for a 60-month copier lease. [Exhibit J-5](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
8. Motion by Nathan Menhorn, seconded by Cathy Webreck, to approve P. Emery D'Arcangelo at a rate of \$75/hour plus expenses, with the total time to be negotiated between both parties, as a consultant to conduct a superintendent search.
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
9. Motion by Cathy Webreck, seconded by Jeff Fisher, to approve the bid award for the domestic hot water boiler/piping replacement project to Mervac Plumbing and Heating, Windber, PA, per exhibit J-6. [Exhibit J-6](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
10. Motion by Cathy Webreck, seconded by Jeff Fisher, to approve the contract for the domestic hot water boiler/piping replacement project with Mervac Plumbing and Heating, Windber, PA, per exhibit J-7. [Exhibit J-7](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
11. Motion by Nathan Menhorn, seconded by JT Kline, to approve an agreement between Camco Physical and Occupational Therapy, LLC and BBSD for the period of August 1, 2023 through July 31, 2025. (rate increase of 3.4%) [Exhibit J-8](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

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12. Motion by Norman Menhorn, seconded by Cathy Webreck, to approve an agreement between Government Software Services, Inc., and BBSD for computer services to provide school district tax notices. [Exhibit J-9](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

K. INSTRUCTIONAL

1. Motion by Jenna Ogburn, seconded by Norman Menhorn, to approve the participation in the IU8 Substitute Teacher Consortium for the 2023-2024 school year at a cost of \$500.
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

L. ADMINISTRATION

1. Motion by Nathan Menhorn, seconded by Jeff Fisher, to approve May 26, 2023, as the date of graduation.
All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
2. Motion by Donna Dively, seconded by Norman Menhorn, to place policy No. 828 - "Fraud" on the table for public inspection for 30 days. [Exhibit L-1](#)
All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
3. Motion by Jeff Fisher, seconded by Donna Dively, to place policy No. 830 - "Breach of Computerized Personal Information" on the table for public inspection for 30 days. [Exhibit L-2](#)
All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

Motion by Donna Dively, seconded by Nathan Menhorn, to adjourn to Executive Session to discuss personnel matters.
Ayes 9 Nays 0 Abstain _____

Motion by Norman Menhorn, seconded by Cathy Webreck, to reconvene the regular meeting.
Ayes 9 Nays 0 Abstain _____

The Board met in Executive Session from 9:38 p.m. until 10:03 p.m.

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M. PERSONNEL

1. Motion by Jenna Ogburn, seconded by Norman Menhorn, to approve Kayla Werner's requests for March 6-8, 2023, and March 27, 2023-½ day, as days off without pay. [Exhibit M-1 & M-2](#)
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 approve Katy Miller's request for March 23-24, 2023, as days off without pay. [Exhibit M-3](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
3. Motion by Norman Menhorn, seconded by Jeff Fisher, to approve Amanda Cooney's request for March 14, 2023, as a day off without pay. [Exhibit M-4](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
4. Motion by Nathan Menhorn, seconded by Allison Rohrs, to approve the following as IU8 certified day-to-day teaching substitutes pending completion of legal requirements:
Patricia Miller, Stoystown, PA
Geoffrey Meadows, Somerset, PA
Nicole Miller, Berlin, PA
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 the following as teachers for extended school year at a rate of \$45.00/hour to be paid by IDEA-B and ESSER III:
Jayme St. Clair up to 65 hours
Katie Torres up to 65 hours
Amy Gair up to 65 hours
Kim Diehl up to 65 hours
Nina Zimmerman up to 65 hours
Andrea Milburn up to 20 hours
Holly McKenzie substitute
Dante Paul substitute
Kate Murphy substitute
Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
6. Motion by Donna Dively, seconded by Cathy Webreck, to approve the following as aides for extended school year at a rate of \$20.00/hour to be paid by IDEA-B and ESSER III:

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Tonya Brenneman	up to 65 hours
Roni Gontis	up to 40 hours
Kate Murphy	substitute aide
Maria Murphy	substitute aide

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

Ayes 9 Nays 0 Abstain _____

7. Motion by Cathy Webreck, seconded by Donna Dively, to approve Jessica Adamoski as a field trip chaperone pending completion of legal requirements. All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

8. Motion by JT Kline, seconded by Donna Dively, to approve Cannon Hay of Meyersdale as an elementary teacher on step 2 of the current BBEA contract pending completion of legal requirements.

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

Ayes 9 Nays 0 Abstain _____

9. Motion by Donna Dively, seconded by Cathy Webreck, to approve Amy Gair of Central City as a special education teacher on step 4 of the current BBEA contract pending completion of legal requirements.

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

Ayes 9 Nays 0 Abstain _____

10. Motion by Allison Rohrs, seconded by Donna Dively, to approve Alyssa Lyons of Berlin as personnel/payroll technician at a salary of \$40,000 pending completion of legal requirements.

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

Ayes 9 Nays 0 Abstain _____

11. Motion by Cathy Webreck, seconded by Allison Rohrs, to approve adding a track coaching position. (five to six coaches)

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

Ayes 9 Nays 0 Abstain _____

12. Motion by Cathy Webreck, seconded by Jeff Fisher, to approve Corey Will's request to allocate the varsity track coaching salary for the 2023 varsity track season as follows:

Head Coach	Corey Will	\$3257.80
1st Assistant	Turner Paul	\$2030.00
2nd Assistant	Kevin Bittner	\$1015.00
3rd Assistant	Anna Flamm	\$1015.00
4th Assistant	David Gontis	\$927.50
5th Assistant	Silas Eckenroad	\$875.00

6

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Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

13. Motion by JT Kline, seconded by Cathy Webreck, to approve the request to allocate the varsity baseball coaching salary for the 2023 varsity baseball season as follows:

Head Coach	Dante Paul	\$2400
Assistant Coach	Isaiah Paul	\$750
Assistant Coach	Cannon Hay	\$750

Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

14. Motion by Nathan Menhorn, seconded by Jeff Fisher, to approve the request to allocate the varsity softball coaching salary for the 2023 varsity softball season as follows:

Head Coach	Brian Slope	\$2418
Assistant Coach	Tess Straight	\$1000
Assistant Coach	Steve Costea	\$1000

Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

15. Motion by Cathy Webreck, seconded by Jeff Fisher, to approve Stacey Deeter as a game manager/security.

Section 508 vote: all members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

N. **CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS**

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

- Dan Miller's request to take approximately 50 students to Lake Somerset Dedication/Habitat Career Day with Fish & Boat Commission, Somerset Lake, May 10, 2023. Cost - \$305.00. FFA Travel.
- Dan Miller's request to take 25 students to Somerset County FFA Spring CDE Event, SCTC, April 20, 2023. Cost - \$280.00. FFA Travel.
- Alex Saylor's request to take 1 student to PMEA All-State Band, Kalahari Convention Center/Pocono Mountain East Jr. High School, April 19-22, 2023. Cost - \$1484.00. Band budget.
- Katherine Spiri's request to take 40 students to High Notes Festival, Hershey Park, Hershey, PA, May 25, 2023. Cost - \$250.00-substitute wages. Student payment & booster funding will pay for this trip.
- Dr. David Reeder's request to attend Somerset County Chamber of Commerce-"Eggs & Issues", Oakhurst Grille & Event Center, Somerset, PA, April 20, 2023. Cost - \$35.00. Superintendent Travel.

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- Holly Montgomery's request to attend IU8 Meaningful Watershed Educational Experience, Deer Valley YMCA Family Group, Fort Hill, PA, April 21, 2023. No cost to the district.
- Eric Craig's request to take approximately 25 students to Global Valve, Morocco Welding, & J&J Trucking, Somerset, PA, April 13, 2023. Cost - \$500. PA CareerLink, Technology Education Club, & Tech Ed Transportation.
- Dan Miller's request to take 12 students to Somerset County Envirothon, Laurel Hill State Park, Somerset, PA, May 2, 2023. Cost - \$240.00. FFA Travel.
- Dan Miller's request to take 12 students to Trout stocking with Salisbury Sportsman's Club, Salisbury, PA, April 21, 2023 & May 4, 2023. Cost - \$316.00. FFA Travel.
- Doug Paul & Brian Thompson's request to attend PIAA District 5 meeting and Committee meeting, Bedford American Legion, Bedford, PA, April 19, 2023. Cost - \$62.50-½ day substitute wages.
- Fourth Grade's request to take 61 students to Berlin Community Grove, Berlin, PA, May 17, 2023. Cost - \$100. PTSO will pay for this trip.
- Fifth Grade's request to take 57 students to Berlin Historical Center, Berlin, PA, May 5, 2023. No cost to the district.
- Mark Smith's request to take 66 students to 8th Grade Somerset County Ag Day, Pennwood Farms, Berlin, PA, May 12, 2023. Cost - \$135. Somerset County Chamber of Commerce will pay for this trip.
- Fourth Grade's request to take 61 students to Train Station, Berlin, PA, May 24, 2023. Cost - \$70.00. PTSO will pay for this trip.
- Cathy Berkebile's request to attend PRFSD Group Conference Meeting, Acrisure Stadium Conference Room, Pittsburgh, PA, April 14, 2023. Cost - \$53.05. Food Service Director Travel.
- Brian Thompson's request to attend Ignite Transition Classroom meeting, Uptown Works, Somerset, PA, April 21, 2023. No cost to the district.
- Kindergarten's request to take 47 students to Living Treasures, Jones Mills, PA, & Union Street Playground, Somerset, PA, May 10, 2023. Cost - \$872.50. PTSO & 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:

- Rachel Prosser's request to take 2 students to All-County Basketball Banquet, Somerset Country Club, Somerset, PA, March 29, 2023. No cost to the district.
- Rachel Prosser, Brian Thompson, & Larry Oglione's request to attend Basic Ed Funding, IU8, Altoona, PA, April 13, 2023. Cost - \$10.00. Business Office Travel.

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O. FACILITIES USE REQUESTS

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

- Berlin AYSO's request to use the soccer field, various dates & times in May & June 2023, AYSO soccer games.
- BBHS Marching Band's request to use the auditorium, Tuesday, April 18, 2023, 6:00 p.m., Marching Band information night.
- BBHS Marching Band's request to use the baseball outfield & auditorium, August 7-10, 2023, 8:00 a.m.-4:00 p.m. & August 11, 2023, 8:00 a.m.-8:00 p.m., Band Camp.
- BBHS Marching Band's request to use the baseball outfield & auditorium, every Thursday, August 1-December 1, 2023, 6:00-8:00 p.m., Marching Band rehearsal.
- Summer Library Program's request to use the elementary library & Makerspace, Tuesdays & Thursdays, June & July 2023, 8:30-11:30 a.m., Summer Library program.
- Summer Learning Academy's request to use the elementary gym, Monday-Friday, July 17-21, 2023, 11:30 a.m.-12:30 p.m., lunch.
- The Shop's request to use the HS gym, Friday, April 21, 2023, 5:00-9:00 p.m., Saturday, April 22, 2023, 8:00 a.m.-8:00 p.m., and MS gym, Sunday, 11:00 a.m.-6:30 p.m., The Shop wrestling camp - wrestling boosters fundraiser.
- Special Education Department's request to use rooms E07, E22, MS029, home ec room, E04, and E048, July 5-7, July 11-13, July 18-20, & July 25-27, 2023, 8:00 a.m.-1:00 p.m., Extended School Year.
- Summer Learning Academy's request to use the MS gym, June 26-30, July 10-14, July 17-21, 2023, 8:45-9:15 a.m. and 11:30 a.m.-12:30 p.m., registration and lunch.
- Berlin Summer League's request to use the HS & MS gyms, June 14, 21, 26, & 28, July 5, 6, 10, 12, 13, 17, 19, & 24, 2023, 4:00-11:00 p.m., varsity boys summer league.
- Berlin Basketball's request to use the HS gym, Mondays & Wednesdays, April 19-June 14, 2023, 7:00-9:00 p.m., varsity boys open gym.
- Berlin Basketball's request to use the MS gym, Monday-Thursday, May 30-July 27, 2023, 9:15-10:30 a.m., boys and girls junior high-varsity open gym.
- Berlin Basketball's request to use the HS, MS, & Elem. gyms, Monday-Thursday, June 19-22, 2023, 10:30 a.m.-1:00 p.m., youth basketball camp.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain

Facilities Use requests already approved:

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- BBHS Student Council's request to use the HS gym, Monday, April 3, 2023, 8:00 a.m.-2:00 p.m., Blood Drive.
- BBHS Varsity Girls Soccer's request to use the MS gym, Saturday, March 18, 2023, 11:00 a.m.-1:00 p.m., Indoor Soccer.
- Music Department's request to use the auditorium, Monday & Tuesday, April 10 & 11, 2023, 3:30-4:30 p.m. & Friday, April 14, 2023, 7:00 p.m., Talent Show.
- Musical's request to use the MS gym, Sunday, April 2, 2023, 4:00-8:00 p.m., Musical cast party.
- Berlin PTSO's request to use the auditorium, Thursday, April 13, 2023, 12:00-2:00 p.m., Author visit.

P. INFORMATIONAL

1. **Local Advisory Committee Meeting Minutes, April 11, 2023.** [Exhibit P-1](#)
2. **Occupational Advisory Committee Meeting Minutes, April 11, 2023.** [Exhibit P-2](#)

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 10:15 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.