

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT**  
**UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES**  
**JUNE 16, 2022**  
**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 6:34 p.m.

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. MOMENT OF SILENCE**

**D. ROLL CALL**

<u>Yes</u>	Donna Dively	<u>6:39</u>	Nathan Menhorn	<u>Yes</u>	Larry Ogline
<u>Yes</u>	Jeff Fisher	<u>Yes</u>	Norman Menhorn	<u>No</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 Donna Dively, to approve the agenda as presented on this date.

All members present voted in the affirmative.

Ayes 7 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, May 12, 2022. [Exhibit G-1](#)
  2. Athletic Account, May 31, 2022. [Exhibit G-2](#)
  3. Activity Account, May 31, 2022. [Exhibit G-3](#)
  4. General, Construction, Capital Reserve, and Investment Accounts, May 31, 2022. [Exhibit G-4](#)
  5. Cafeteria and Payroll Funds, May 31, 2022. [Exhibit G-5](#)
- Section 508 vote: all members present voted in the affirmative.  
Ayes 7 Nays 0 Abstain

Nathan Menhorn entered the meeting at this point.

**H. SUPERINTENDENT'S REPORT**

1. Retirement Recognition: James Eutsey  
Keith Hay  
Roxann Leydig

**“BBSD Board Goals”**

1. Promote academic growth throughout the student population
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5. Maintain fiscal solvency relative to district demographics

Christopher Uphouse

2. Matthew Caton - Maintenance/Custodial Supervisor
3. School Safety & Security Coordinator Report - Tim Sprowls
4. July Board Meeting
5. Board Workshop - June 23 - 5:00-9:00 pm - Board Room

**Upcoming Meetings:** Board Meeting - Thursday, July 14, 2022 - 6:30 pm  
Board Workshop - Thursday, June 23, 2022 - 5:00-9:00 pm

All meetings will be held in the HS Library.

Motion by Norman Menhorn, seconded by Donna Dively, to adjourn to Executive Session to conduct teacher interviews for high school social studies teacher and music teacher/band director and to discuss personnel matters.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain     

Motion by Norman Menhorn, seconded by Cathy Webreck, to reconvene the regular meeting.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain     

The Board met in Executive Session from 7:05 p.m. until 8:34 p.m.

## **J. BUSINESS ITEMS**

1. Motion by Cathy Webreck, seconded by Jeff 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 8 Nays 0 Abstain     

2. Motion by Jenna Ogburn, seconded by Cathy Webreck, to bring back to the table Section 511/679 taxes for the 2022-23 school year.

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

Ayes 8 Nays 0 Abstain     

3. Motion by Norman Menhorn, seconded by Cathy Webreck, for final approval of Section 511/679 taxes for the 2022-23 school year (per capita - \$10; occupation tax - \$10; earned income tax - ½ of 1%; real estate transfer tax - ½ of 1%).

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

Ayes 8 Nays 0 Abstain     

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4. Motion by Nathan Menhorn, seconded by Norman Menhorn, to bring back to the table the Real Estate Millage for the 2022-23 school year.  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
  
5. Motion by Norman Menhorn, seconded by J.T. Kline, for final approval of the Real Estate Millage for the 2022-23 school year at 30.5 mills.  
On roll call: Motion passed  

<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>  </u>	Allison Rohrs
<u>Yes</u>	J.T. Kline	<u>Yes</u>	Jenna Ogburn	<u>No</u>	Cathy Webreck
  
6. Motion by Nathan Menhorn, seconded by Donna Dively, to bring back to the table the tentative budget for the 2022-23 school year.  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
  
7. Motion by J.T. Kline, seconded by Jeff Fisher, to approve a final operating budget for the 2022-23 school year with estimated revenues of \$12,690,307 and estimated resources of \$3,285,972 and estimated expenditures of \$14,899,201.  
[Exhibit J-2](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
  
8. Motion by Cathy Webreck, seconded by Nathan Menhorn, to approve the 2022 Homestead and Farmstead Exclusion resolution as presented. [Exhibit J-3](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
  
9. Motion by Cathy Webreck, seconded by Donna Dively, to approve a letter of agreement for day treatment and educational services between BBSD and Extended Family Programs, Inc. and Appalachia Intermediate Unit 08 as per exhibit. [Exhibit J-4](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
  
10. Motion by Norman Menhorn, seconded by Donna Dively, to approve Galliker Dairy Company of Johnstown, PA, as the milk supplier for the 2022-23 school year at the prices presented. [Exhibit J-5](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_

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11. Motion by Cathy Webreck, seconded by J.T. Kline, to approve Bimbo Bakeries, Pittsburgh, PA, as the bread supplier for the 2022-23 school year.  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
12. Motion by Cathy Webreck, seconded by Donna Dively, to approve awarding the gasoline bid to Berlin Oil Company for the 2022-23 school year at the rates presented. [Exhibit J-6](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
13. Motion by Norman Menhorn, seconded by J.T. Kline, to approve the School District's Package Insurance Policy for the 2022-23 school year through BDH/Konhaus Insurance Agency as presented. [Exhibit J-7](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
14. Motion by Cathy Webreck, seconded by Donna Dively, for approval for the Business Manager to assign fund balance as needed.  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
15. Motion by Cathy Webreck, seconded by Donna Dively, to approve Beard Legal Group, Altoona, PA, as the school district solicitor for the 2022-23 school year at a rate of \$165/hour for all work. (no increase in rates) [Exhibit J-8](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
16. Motion by Donna Dively, seconded by Jeff Fisher, to approve breakfast and lunch prices for the 2022-23 school year as follows with a \$.05 increase in student breakfast, and a \$.10 increase in lunch prices; adult charges as listed:
- |                       |        |
|-----------------------|--------|
| Student Breakfast     | \$1.35 |
| Adult Breakfast       | \$3.25 |
| ES student lunch      | \$1.90 |
| MS & HS student lunch | \$2.00 |
| Adult lunch           | \$4.25 |
- Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
17. Motion by Cathy Webreck, seconded by Donna Dively, to approve awarding the bid for snow removal services to CSW Snow Removal for the 2022-2023 school year at the rates presented. [Exhibit J-9](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_

**"BBSD Board Goals"**

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18. Motion by Donna Dively, seconded by Norman Menhorn, to approve a contract with Waterfront Learning Services for the 2022-2023 school year as presented.

[Exhibit J-10](#)

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

Ayes 8 Nays 0 Abstain \_\_\_\_\_

19. Motion by Cathy Webreck, seconded by Nathan Menhorn, to approve an E-ZPass Agreement with the Pennsylvania Turnpike Commission as presented.

[Exhibit J-11](#)

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

Ayes 8 Nays 0 Abstain \_\_\_\_\_

## **K. INSTRUCTIONAL**

## **L. ADMINISTRATION**

1. Motion by Nathan Menhorn, seconded by Donna Dively, to appoint Jenna Ogburn and Larry Ogline as voting delegates for the PSBA 2022 Delegate Assembly.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain \_\_\_\_\_

2. Motion by Donna Dively, seconded by Jeff Fisher, to approve the changes to the 2022-23 BBES Student Handbook as per exhibit. [Exhibit L-1](#)

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain \_\_\_\_\_

3. Motion by Norman Menhorn, seconded by Donna Dively, to place Policy No. 222 - "Tobacco Use" on the table for public inspection for 30 days. [Exhibit L-2](#)

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain \_\_\_\_\_

4. Motion by Cathy Webreck, seconded by Nathan Menhorn, to approve the 2022-2025 Special Education Plan as presented. [Exhibit L-3](#)

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain \_\_\_\_\_

5. Motion by Jenna Ogburn, seconded by J.T. Kline, to approve the BBSD Emergency Operation Plan.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain \_\_\_\_\_

### **5**

#### **"BBSD Board Goals"**

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**M. PERSONNEL**

1. Motion by Jenna Ogburn, seconded by Donna Dively, to approve the Federal Programs Coordinator's stipend of \$3000 for Martin Mudry for the 2022-23 school year.  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
2. Motion by Norman Menhorn, seconded by Jeff Fisher, to approve the special education secretary stipend of \$2500 for Jill Marker for the 2022-23 school year.  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
3. Motion by Donna Dively, seconded by Norman Menhorn, to approve the substitute calling stipend of \$2500 for Beth Hoover for the 2022-23 school year.  
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 hours at \$28.50/hour for Roxanna Ritchey to complete new student registration during the summer of 2022.  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
5. Motion by Nathan Menhorn, seconded by Cathy Webreck, to approve the addition of a Maintenance/Custodial Supervisor position. [Exhibit M-1](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
6. Motion by Donna Dively, seconded by Jenna Ogburn, to approve Matthew Caton, Meyersdale, PA, as Maintenance/Custodial Supervisor at a salary of \$40,000, pending completion of legal requirements. [Exhibit M-5](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
7. Motion by Norman Menhorn, seconded by Nathan Menhorn, to approve Levi Steward's resignation as music teacher/band director effective May 27, 2022. [Exhibit M-2](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 8 Nays 0 Abstain \_\_\_\_\_
8. Motion by Nathan Menhorn, seconded by J.T. Kline, to approve Ashley Griffith of Somerset, PA as a high school social studies teacher at step 10 of the current BBEA contract pending completion of legal requirements.  
Section 508 vote: all members present voted in the affirmative.

**"BBSB Board Goals"**

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Ayes 8 Nays 0 Abstain \_\_\_\_

9. Motion by Norman Menhorn, seconded by Donna Dively, to approve Alexis Saylor of Davidsville as a music teacher/band director at step 3 of the current BBEA contract pending completion of legal requirements.

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

Ayes 8 Nays 0 Abstain \_\_\_\_

10. Motion by Cathy Webreck, seconded by Donna Dively, to approve Noelle Dunmeyer, Berlin, PA, as a personal care aide at \$9.50/hour pending completion of legal requirements.

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

Ayes 8 Nays 0 Abstain \_\_\_\_

11. Motion by Cathy Webreck, seconded by Jenna Ogburn, to approve the following:

Greta Durst up to 5 hours - ESY Teacher

Kitty Meehan up to 10 hours - SLA Teacher

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

Ayes 8 Nays 0 Abstain \_\_\_\_

12. Motion by Norman Menhorn, seconded by J.T. Kline, to approve Zeke Werner's resignation as girls varsity soccer head coach. [Exhibit M-3](#)

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

Ayes 8 Nays 0 Abstain \_\_\_\_

13. Motion by Norman Menhorn, seconded by Jenna Ogburn, to approve Katy Miller's request for 9 ½ days as unpaid for May 10-12, 16-20, and 23-25, 2022. [Exhibit M-4](#)

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

Ayes 8 Nays 0 Abstain \_\_\_\_

14. Motion by Donna Dively, seconded by J.T. Kline, to approve the addition of a School Police Officer position. [Exhibit M-6](#)

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

Ayes 8 Nays 0 Abstain \_\_\_\_

15. Motion by Jeff Fisher, seconded by Donna Dively, to approve Timothy Sprowls as the School Police Officer effective August 1, 2022. [Exhibit M-7](#)

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

Ayes 8 Nays 0 Abstain \_\_\_\_

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16. Motion by Nathan Menhorn, seconded by Cathy Webreck, to approve to allow administration to fill any **non full-time teaching** staff vacancies before August 11, 2022.

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

Ayes 8 Nays 0 Abstain \_\_\_\_\_

17. Motion by Donna Dively, seconded by Cathy Webreck, to approve Larry Oglie as a field trip chaperone.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain \_\_\_\_\_

18. Motion by Cathy Webreck, seconded by Norman Menhorn, to approve the following change to the current Extra-Curricular Salary Schedule:

<u>Football</u>	<u>Base Pay</u>	plus experience/each
Head Varsity Coach	\$4500	
1st Assistant	\$3500	
2nd Assistant	\$2600	
3rd Assistant	\$2200	
4th Assistant	\$1900	
5th Assistant	\$1900	
6th Assistant	\$1600***	
7th Assistant	\$1600***	
8th Assistant	\$1200	
9th Assistant	\$750	

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

Ayes 8 Nays 0 Abstain \_\_\_\_\_

19. Motion by Cathy Webreck, seconded by J.T. Kline, to approve the following fall sports coaches for the 2022-2023 school year pending completion of legal requirements:

**Football**

Head Coach – Doug Paul

1<sup>st</sup> Assistant – Dante Paul (Varsity Defensive Coordinator & Offensive Line Coach)

2<sup>nd</sup> Assistant – Scott Ressler (JV Coach)

3<sup>rd</sup> Assistant – Braden Fochtman (Special Teams Coordinator & Running Backs Coach)

4<sup>th</sup> Assistant – Chris Grenke (JH Head Coach)

5<sup>th</sup> Assistant – Bob Bowers (Quarterbacks & Defensive Backs)

6<sup>th</sup> Assistant – Isaiah Paul (Wide Receivers & Defensive Backs)

7<sup>th</sup> Assistant – Brentson Harding (Quarterbacks)

8<sup>th</sup> Assistant – Brett Hankinson (JH Assistant Coach)

9<sup>th</sup> Assistant - Justin Gerber (JH Assistant Coach)

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Volunteer – Mike May (Varsity Offensive Line)  
Volunteer – Sam Dively (Varsity Offensive & Defensive Line)  
Volunteer – Alex Charlton (Varsity)  
Volunteer – Tom Dorcon (Varsity Quarterbacks)  
Volunteer – Nick Crites (Varsity Offensive & Defensive Line)  
Volunteer – Tanner Coughenour (Varsity Linebackers)  
Volunteer – Joe Shubik (Varsity Wide Receivers & Defensive Backs)  
Volunteer - Brody Moore

Volunteer – Levi Bowser (JH Volunteer)  
Volunteer – Nick Stockwell (JH Volunteer)  
Volunteer – Jonathan Hale (JH Volunteer)  
Volunteer – Chayse Hyatt (JH Volunteer)

### **Strength Training**

Head – Braden Fochtman  
Assistant – Dante Paul

### **Volleyball**

Varsity Head Coach – Corey Will  
Assistant – Julie Petro  
Volunteer – Becky Dorcon

JH Head Coach – Tess Straight  
Assistant – Heather Foor  
Volunteer – Marilyn Cornell

### **Boy's Soccer**

Head Coach – Heath Montgomery  
Assistant – Christian Bench  
Volunteer – Casey Montgomery

### **Girl's Soccer**

Head Coach – Turner Paul  
Assistant – Madison Walker  
Volunteer – Marshal Engleka

### **Junior High Soccer**

Head Coach – Katie Flick  
Assistant – Dave Remaley  
Volunteer - Dylan Glessner  
Volunteer - Marah Yachere

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**Cheerleading**

Head Coach - Brianna Welch

Volunteer - Tasha Beck

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

Ayes 8    Nays 0    Abstain \_\_\_\_\_

20. Motion by Nathan Menhorn, seconded by J.T. Kline, to approve the addition of an elementary life skills teacher funded by ESSER III.

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

Ayes 8    Nays 0    Abstain \_\_\_\_\_

21. Motion by Norman Menhorn, seconded by Jenna Ogburn, to approve Holly Montgomery for 20 hours of curriculum writing at \$28.50/hour.

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

Ayes 8    Nays 0    Abstain \_\_\_\_\_

22. Motion by Nathan Menhorn, seconded by Jeff Fisher, to approve an elementary life skills personal care aide position at a rate per the current compensation plan.

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

Ayes 8    Nays 0    Abstain \_\_\_\_\_

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

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

- Dr. David Reeder's request to attend the 2022 Annual Superintendent Conference for IU 8, 10, & 11, Sheraton Harrisburg Hershey Hotel, Harrisburg PA, September 21-23, 2022. Cost - \$975.00. Staff Development, non-instructional, certified.
- Danielle Hay's request to virtually attend "Reaching for Hope: A School Safety Precursor", June 23, 2022. No cost to attend.

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

Ayes 8    Nays 0    Abstain \_\_\_\_\_

**Conference/Field Trip/workshop requests already approved:**

- Dan Miller's request to attend FFA Activities Week, Penn State University, State College, PA, June 7, 8, & 9, 2022. Cost - \$60.00. FFA budget.

**O. FACILITIES USE REQUESTS**

Motion by Donna Dively, seconded by Nathan Menhorn, to approve the following facilities use requests:

- Berlin Girls Varsity Soccer's request to use the soccer field, Mondays and Wednesdays, June 27-July 27, 2022, 6:00-8:00 p.m., open field.
- Special Education Department's request to use MS 019, MS 029, MS 002, E12B, E007, E005, & E047, Tuesdays, Wednesdays, & Thursdays, July 5-28,

2022, 8:00 a.m.-1:00 p.m. and MS 009, Monday-Friday, August 1-5, 2022, 8:00 a.m.-12:00 p.m., Extended School Year.

- National Honor Society's request to use the auditorium & MS cafeteria, Monday, October 3, 2022, 3:30-8:30 p.m., NHS Induction ceremony.
- BBSD Summer Learning Academy's request to use various rooms, June 27-July 1, 2022, July 11-15, 2022, & July 18-22, 2022, please see form for rooms & times, Summer Learning Academy.
- September 11th National Memorial Trail Alliance's request to use the MS gym, parking lot, & restrooms, Saturday, September 24, 2022, 8:30 a.m.-2:00 p.m., 2022 Tour de Trail.
- BBSD Foundation's request to use the board room, Sunday, June 26, 2022, 6:30 p.m., meeting.
- BBSD Summer Learning Academy's request to use the elementary gym, Monday-Friday, July 18-22, 2022, 11:00 a.m.-1:00 p.m., lunches.
- BBHS Student Council's request to use the MS cafeteria, Saturday, October 8, 2022, 6:00-10:30 p.m., Homecoming Dance.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain     

**Facilities Use requests already approved:**

- Somerset County Federated Library System's request to use a parking lot, Wednesdays, June 8-August 17, 2022, 10:35 a.m.-11:20 a.m., Summer Bookmobile.
- Berlin Youth Basketball's request to use the MS gym, Sundays, June & July 2022, 6:00-7:00 p.m., open gym.
- Berlin Girls Junior High Basketball's request to use the MS gym, Tuesdays & Thursdays, June 7-July 28, 2022, 9:00-10:15 a.m., open gym.

**P. INFORMATIONAL**

**1. Water Testing for Lead report. [Exhibit P-1](#)**

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

Ayes 8 Nays 0 Abstain     

The meeting adjourned at 9:22 p.m.

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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.**

**11**

**“BBSD Board Goals”**

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