

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
JULY 10, 2025
BOARD ROOM**

The Board of Directors of the Berlin Brothersvalley School District held a meeting on the above date in the board room of the high school. The meeting was called to order by Board President Jenna Ogburn at 7:07 p.m.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. MOMENT OF SILENCE

D. ROLL CALL

YES Donna Dively

YES Nathan Menhorn

YES Allison Rohrs

YES Jeff Fisher

YES Norman Menhorn

YES Tom Smith

YES J.T. Kline

YES Jenna Ogburn

YES Cathy Webreck

E. COMMENTS FROM THE PUBLIC

F. APPROVAL OF THE AGENDA

Motion by Nathan Menhorn, seconded by Cathy Webreck, to approve the agenda as presented on this date.

Ayes 9 Nays 0 Abstain _____

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

Motion by Norman Menhorn, seconded by Allison Rohrs, to approve the following minutes and financial reports as presented on this date.

1. Regular Board Meeting, June 17, 2025. [Exhibit G-1](#)

2. Athletic Account, June 30, 2025. [Exhibit G-2](#)

3. Activity Account, June 30, 2025. [Exhibit G-3](#)

4. General, Construction, Capital Reserve, and Investment Accounts, June 30, 2025. [Exhibit G-4](#)

5. Cafeteria and Payroll Funds, June 30, 2025. [Exhibit G-5](#)

Section 508: All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

H. SUPERINTENDENT'S REPORT

1. Facilities Project Update

2. SCTC All Board Dinner - September 24, 2025 - 6:00 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

Upcoming Meetings: Work Session Meeting - August 7, 2025 - 6:30 p.m.
Board Meeting - August 14, 2025 - 6:30 p.m.

All meetings will be held in the board room.

J. BUSINESS ITEMS

1. Motion by Tom Smith, seconded by Norman Menhorn, to approve the payment of bills as presented on this date. [Exhibit J-1](#)
Section 508: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
2. Motion by Cathy Webreck, seconded by Nathan Menhorn, to approve the membership fee agreement for IU8 STEM Lending Center for 2025-2026. (same cost as last year) [Exhibit J-2](#)
Section 508: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
3. Motion by Norman Menhorn, seconded by Jeff Fisher, to approve to advertise for bids to purchase two school vans.
Section 508: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
4. Motion by Tom Smith, seconded by Donna Dively, to approve a Somerset County Tax Claim Bureau's "Notice of Offer to Purchase Property at Private Sale" from Randy Baltzer as presented. [Exhibit J-3](#)
Section 508: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
5. Motion by Tom Smith, seconded by Cathy Webreck, to approve the agreement with Health eTools from August 1, 2025 through July 31, 2028, as presented. (same cost as previous contract) [Exhibit J-4](#)
Section 508: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

K. INSTRUCTIONAL

L. ADMINISTRATION

M. PERSONNEL

1. Motion by Norman Menhorn, seconded by Nathan Menhorn, to approve Maria Murphy as an Extended School Year teacher for up to 65 hours at \$28.50/hour retroactive to July 8, 2025.
Section 508: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

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2. Motion by Cathy Webreck, seconded by Tom Smith, to approve Brian Slope's letter of retirement as computer teacher effective at the end of the 2024-2025 school year. Exhibit M-1
Section 508: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
3. Motion by Donna Dively, seconded by Allison Rohrs, to approve Nathan Beam of Somerset as a sixth grade Middle School teacher on step 1 of the current BBEA contract pending completion of legal requirements.
Section 508: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
4. Motion by Tom Smith, seconded by JT Kline, to approve Hannah Serball as a volunteer JH soccer coach.
Section 508: All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

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

Section 508: All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

Conference/Field Trip/workshop requests already approved:

- Dan Miller's trip to Jennerstown Speedway canceled on May 23, 2025, due to inclement weather - rescheduled for August 1, 2025.

O. FACILITIES USE REQUESTS

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

- BBSD's request to use the elementary front lawn, Monday, August 25, 2025, 12:00 - 7:00 p.m., "Super" School Year Kickoff 2025.
- BBSD Foundation's request to use the board room, Sunday, July 20, 2025, 7:00 p.m., meeting.
- Berlin Youth Football's request to use the football practice field & baseball outfield, Wednesday, August 27, 2025, 6:00-8:30 p.m., scrimmage.
- Berlin Youth Football's request to use the front lawn, Monday, August 18, 2025, 5:00-7:00 p.m., pictures.
- Berlin Volunteer Fire Department's request to use the HS girls locker room, Monday, August 4, 2025, 6:00-9:00 p.m., hose advancement activity.

Section 508: All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

Facilities Use requests already approved:

- Berlin Varsity Boys Soccer’s request to use the soccer field and possibly baseball outfield, mainly weeknights - coordinating with varsity girls and JH soccer, soccer training.

Facilities Use Requests - JB Schrock Playground

- Abby Bowser’s request to use the JB Schrock Playground, Saturday, June 28, 2025, 8:00 a.m.-8:00 p.m., party.

P. INFORMATIONAL

Motion by Cathy Webreck, seconded by Nathan Menhorn, to adjourn to Executive Session to discuss personnel matters.

Ayes 9 Nays 0 Abstain ____

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

Ayes 9 Nays 0 Abstain ____

An Executive Session was held from 7:53 pm until 9:54 pm.

Motion by Cathy Webreck, seconded by Allison Rohrs, to adjourn the meeting.

Ayes 9 Nays 0 Abstain ____

The meeting adjourned at 9:55 pm.

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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