

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
JULY 11, 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 8:49 p.m.

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. MOMENT OF SILENCE**
- D. ROLL CALL**

<u>NO</u> Donna Dively	<u>YES</u> Nathan Menhorn	<u>NO</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 Nathan Menhorn, seconded by Jeff Fisher, 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 Cathy Webreck, seconded by Jeff Fisher, to approve the following minutes and financial reports as presented on this date.

1. Regular Board Meeting, June 18, 2024. [Exhibit G-1](#)
2. Athletic Account, June 30, 2024. [Exhibit G-2](#)
3. Activity Account, June 30, 2024. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, June 30, 2024. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, June 30, 2024. [Exhibit G-5](#)

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

Ayes 7 Nays 0 Abstain

H. SUPERINTENDENT'S REPORT

1. SCI-Laurel Highlands - July 15, 16, & 17
2. Veregy

“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 |
|--|--|---|--|---|

3. County Tax Assessment - Mrs. Prosser. [Exhibit H-1](#)
4. Auditorium Fees.
5. Classroom Supply Letter - Mr. Lauer. [Exhibit H-2](#)
6. Iron Mountain Update
7. High School Handbook Update/Review - Dante Paul
8. In-Service Committee

Upcoming Meetings: Work Session Mtg - Thursday, August 1, 2024-6:30 p.m.
Board Meeting - Thursday, August 8, 2024 - 6:30 p.m.

All meetings will be held in the HS Library.

BBEA REPORT TO THE BOARD

- No. 1 district in Somerset County - thank you
- Teacher retention

J. BUSINESS ITEMS

1. Motion by Norman Menhorn, seconded by Nathan Menhorn, 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 7 Nays 0 Abstain
2. Motion by Tom Smith, seconded by Jeff Fisher, to approve Addendum #7 to the contractual agreement between Pressley Ridge Johnstown and BBSD as presented. [Exhibit J-2](#)
 Section 508 vote: All members present voted in the affirmative.
 Ayes 7 Nays 0 Abstain
3. Motion by Tom Smith, seconded by Norman Menhorn, to approve the Memorandum of Understanding between Nulton Diagnostic & Treatment Center and BBSD as presented. [Exhibit J-3](#)
 Section 508 vote: All members present voted in the affirmative.
 Ayes 7 Nays 0 Abstain
4. Motion by Tom Smith, seconded by Nathan Menhorn, to approve an agreement between Advent Communication Systems and BBSD as presented. [Exhibit J-4](#)
 Section 508 vote: All members present voted in the affirmative.
 Ayes 7 Nays 0 Abstain
5. Motion by Tom Smith, seconded by Jeff Fisher, to approve a revised 2024 Homestead and Farmstead Exclusion resolution as presented. [Exhibit J-5](#)
 Section 508 vote: All members present voted in the affirmative.
 Ayes 7 Nays 0 Abstain

K. INSTRUCTIONAL

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L. ADMINISTRATION

1. Motion by Norman Menhorn, seconded by Nathan Menhorn, to adopt revised policy No. 249 - “Bullying/Cyberbullying”. [Exhibit L-1](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
2. Motion by Cathy Webreck, seconded by Jeff Fisher, to approve the changes to the 2024-2025 elementary school student handbook as presented. [Exhibit L-2](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
3. Motion by Jeff Fisher, seconded by Norman Menhorn, to approve the changes to the 2024-2025 middle school student handbook as presented. [Exhibit L-3](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
4. Motion by Nathan Menhorn, seconded by Jeff Fisher, to approve the changes to the 2024-2025 high school student handbook as presented. [Exhibit L-4](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
5. Motion by Norman Menhorn, seconded by Nathan Menhorn, to approve Lucaya Miller to complete intern hours in social work with Danielle Hay.
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
6. Motion by Norman Menhorn, seconded by Jeff Fisher, to approve to place revised policy No. 006 - “Meetings” on the table for public inspection for 30 days. [Exhibit L-5](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
7. Motion by Tom Smith, seconded by Norman Menhorn, to approve to place revised policy No. 903 - “Public Comment in Board Meetings” on the table for public inspection for 30 days. [Exhibit L-6](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
8. Motion by Norman Menhorn, seconded by Jeff Fisher, to approve to place revised policy No. 325 - “Dress and Grooming” on the table for public inspection for 30 days. [Exhibit L-7](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____

9. Motion by Jeff Fisher, seconded by Nathan Menhorn, to approve to place revised policy No. 425 - “Dress and Grooming” on the table for public inspection for 30 days. [Exhibit L-8](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
10. Motion by Tom Smith, seconded by Jeff Fisher, to approve to place reviewed policy No. 525 - “Dress and Grooming” on the table for public inspection for 30 days. [Exhibit L-9](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
11. Motion by Nathan Menhorn, seconded by Norman Menhorn, to renew the motion from the June 18, 2024, board meeting to place reviewed policy No. 331 - “Job Related Expenses” on the table for public inspection for 30 days.
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
12. Motion by Tom Smith, seconded by Jeff Fisher, to approve to place reviewed policy No. 331 - “Job Related Expenses” on the table for public inspection for 30 days. [Exhibit L-10](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
13. Motion by Jeff Fisher, seconded by Norman Menhorn, to renew the motion from the June 18, 2024, board meeting to place reviewed policy No. 431 - “Job Related Expenses” on the table for public inspection for 30 days.
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
14. Motion by Norman Menhorn, seconded by Nathan Menhorn, to approve to place reviewed policy No. 431 - “Job Related Expenses” on the table for public inspection for 30 days. [Exhibit L-11](#)
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
15. Motion by Nathan Menhorn, seconded by Tom Smith, to renew the motion from the June 18, 2024, board meeting to place reviewed policy No. 531 - “Job Related Expenses” on the table for public inspection for 30 days.
Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain____
16. Motion by Norman Menhorn, seconded by Nathan Menhorn, to approve to place reviewed policy No. 531 - “Job Related Expenses” on the table for public inspection for 30 days. [Exhibit L-12](#)

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Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

M. PERSONNEL

1. Motion by Cathy Webreck, seconded by Jeff Fisher, to approve the letter of resignation from Erika Stern effective at the completion of all summer programs for the 2023-2024 school year. [Exhibit M-1](#)

Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

2. Motion by Norman Menhorn, seconded by Nathan Menhorn, to approve Wendy Thomas as a chaperone for Summer Learning Academy retroactive to June 25, 2024.

Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

3. Motion by Cathy Webreck, seconded by Jeff Fisher, to approve Laura Craig to do science curriculum re-design for up to 12 hours at \$28.50/hour to be paid by ESSER III.

Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

4. Motion by Nathan Menhorn, seconded by Cathy Webreck, to approve Destiny DiRado of Derry, PA as an elementary teacher on step to be determined on verification of employment of the current BBEA contract pending completion of legal requirements.

Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

5. Motion by , seconded by , to approve of as a K-12 health/physical education teacher/athletic trainer on step of the current BBEA contract pending completion of legal requirements. This motion was tabled.

Ayes Nays Abstain

6. Motion by Tom Smith, seconded by Cathy Webreck, to approve Dale Streletz of Windber, PA as a music teacher/band instructor on step 1 of the current BBEA contract pending completion of legal requirements.

Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

7. Motion by Norman Menhorn, seconded by Nathan Menhorn, to approve Cory Spiker of Berlin, PA as a grades 7-12 mathematics teacher on step 3 of the current BBEA contract pending completion of legal requirements.

Section 508 vote: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

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8. Motion by Nathan Menhorn, seconded by Cathy Webreck, to approve Elizabeth Marker, Berlin, PA, as an instructional aide at \$11.50/hour pending completion of legal requirements.

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

Ayes 7 Nays 0 Abstain

9. Motion by Jeff Fisher, seconded by Norman Menhorn, to approve Madeline Marker, Berlin, PA, as an instructional aide at \$11.50/hour.

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

Ayes 7 Nays 0 Abstain

10. Motion by Nathan Menhorn, seconded by Tom Smith, to approve the following volunteers pending completion of legal requirements:

Ben Hay - JH football volunteer

Emily Hockenberry - cheerleading volunteer

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

Ayes 7 Nays 0 Abstain

11. Motion by Cathy Webreck, seconded by Jeff Fisher, to approve an additional 6 hours for Derek Hoyman to do curriculum training with IU8 at \$28.50/hour to be paid by ESSER.

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

Ayes 7 Nays 0 Abstain

12. Motion by Nathan Menhorn, seconded by Tom Smith, to approve Madeline Marker as a substitute teacher for Extended School Year at \$35.00/hour.

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

Ayes 7 Nays 0 Abstain

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

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

- Thomas Podpora's request to attend New Superintendent's Academy, Harrisburg, PA, September 25 & 26, November 21 & 22, 2024, & January 15 & 16, 2025. Cost - \$1181.00.
- Thomas Podpora, Jim Maddy, Eric Lauer, Alyssa Lyons, & Maria Murphy's request to attend Mandatory Title IX Training, Forest Hills School District, Sidman, PA, July 24, 2024. Cost - \$520.00.

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

Ayes 7 Nays 0 Abstain

Conference/Field Trip/workshop requests already approved:

O. FACILITIES USE REQUESTS

Motion by Nathan Menhorn, seconded by Norman Menhorn, to approve the

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following facilities use requests:

- BBSD Foundation's request to use the board room, Sunday, July 21, 2024, 7:00 p.m., meeting.
- Berlin K-4's request to use the football field/stadium, Wednesday, September 18, 2024, 7:00-8:00 p.m., Reading Under the Lights.
- BBSD's request to use the MS parking lot (MS gym in case of rain), Friday, August 23, 2024, 5:00-7:00 p.m., Light Up the Night - Back to School Event.
- KCI Technologies' request to use the auditorium or MS gym, Thursday, August 29, 2024, 4:00-9:00 p.m., public meeting.

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

Ayes 7 Nays 0 Abstain

Facilities Use requests already approved:

- Kiera Booth's request to use the HS gym, June 14, 17, 20, 21, 24, 27, & 28 & July 1 & 5, 2024, 7:00-8:00 a.m., practice.
- Berlin Basketball's request to use the HS gym, Mondays, July 8, 15, 22, & 29, 2024, 3:00-4:00 p.m., junior high open gym.
- Berlin Youth Football's request to use the football practice field, Mondays, June 24 - August 5, 2024, 6:00-7:00 p.m., youth workouts.

P. INFORMATIONAL

Motion by Nathan Menhorn, seconded by Tom Smith, to adjourn the meeting.

All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

The meeting adjourned at 10:18pm.

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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