

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT  
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES  
NOVEMBER 14, 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 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>YES</u> Nathan Menhorn	<u>6:50-7:30PM</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 Cathy Webreck, seconded by Norman Menhorn, to approve the agenda as presented on this date.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain   

**PRESENTATION - NHS STUDENTS**

**STUDENT MEMBER TO THE BOARD REPORTS**

Motion by Tom Smith, seconded by Cathy Webreck, to adjourn to Executive Session to discuss contracts.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain   

Allison Rohrs enters the meeting at 6:50pm.

Motion by Norman Menhorn, seconded by Jeff Fisher, to reconvene the regular meeting.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain   

**“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

**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, October 10, 2024. [Exhibit G-1](#)
2. Athletic Account, October 31, 2024. [Exhibit G-2](#)
3. Activity Account, October 31, 2024. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, October 31, 2024. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, October 31, 2024. [Exhibit G-5](#)

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

Ayes 9 Nays 0 Abstain   

**H. SUPERINTENDENT’S REPORT**

1. Public School Facility Improvement Grant - \$560,000.
2. School Breakfast Expansion Grant for Middle School - \$9,960.37.
3. New daily schedule.
4. 2023-2026 Comprehensive Plan Review.
5. Board Retreat - January 11 or 18, 2025??
6. Budget/Financial Information - Rachel Prosser. [Exhibit H-1A](#) [Exhibit H-1B](#)

**Upcoming Meetings:** Board Re-organizational Meeting - Thursday, December 5, 2024 - 6:30 p.m. - Regular Board Meeting immediately following the Re-organizational Meeting.

All meetings will be held in the HS Library.

**BBEA REPORT TO THE BOARD**

Allison Rohrs left the meeting at 7:30pm.

**J. BUSINESS ITEMS**

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

2. Motion by Tom Smith, seconded by Nathan Menhorn, to approve activity advisors and officers for the 2024-2025 school year as per exhibit.

[Exhibit J-2](#)

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

Ayes 8 Nays 0 Abstain   

**K. INSTRUCTIONAL**

**L. ADMINISTRATION**

1. Motion by Cathy Webreck, seconded by Tom Smith, to approve the Varsity Boys Basketball team and the Varsity Girls Basketball team to play in a weekend (Saturday/Sunday) tournament (MLK Classic - Hoops for Harmony) on Saturday, January 18th and Sunday, January 19, 2025.

Section 508 vote: On roll call the directors voted as follows:

<u>YES</u> Donna Dively	<u>YES</u> Nathan Menhorn	<u>      </u> Allison Rohrs
<u>YES</u> Jeff Fisher	<u>NO</u> Norman Menhorn	<u>YES</u> Tom Smith
<u>YES</u> J.T. Kline	<u>YES</u> Jenna Ogburn	<u>YES</u> Cathy Webreck

Motion carries

2. Motion by Tom Smith, seconded by Cathy Webreck, to approve the Varsity Girls Basketball team to play in a weekend (Saturday/Sunday) tournament (Play4Mae) on Saturday, November 30th and Sunday, December 1st, 2024.

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

Ayes 8 Nays 0 Abstain       

**M. PERSONNEL**

1. Motion by Tom Smith, seconded by JT Kline, to approve the following as Forensics judges pending completion of legal requirements:

Cody Armstrong

Erin Blubaugh

Ayes 8 Nays 0 Abstain       

2. Motion by Norman Menhorn, seconded by Jeff Fisher, to approve Luke Dowdy as a field trip chaperone.

Ayes 8 Nays 0 Abstain       

3. Motion by Nathan Menhorn, seconded by JT Kline, to approve the following as IU8 certified day-to-day teaching substitutes pending completion of legal requirements:

Erin VanGilder, Berlin, PA

Laura Kelly, Central City, PA

Ayes 8 Nays 0 Abstain       

4. Motion by Cathy Webreck, seconded by Nathan Menhorn, to approve Heidi Coleman, Berlin, PA, as a student day-to-day teaching substitute pending completion of legal requirements.

Ayes 8 Nays 0 Abstain       

5. Motion by JT Kline, seconded by Cathy Webreck, to approve Michael Landis, Berlin, PA, as a full-time custodian at a rate of \$11.00/hour.

Ayes 8 Nays 0 Abstain       

6. Motion by Jeff Fisher, seconded by JT Kline, to approve Kristin Lucas as a substitute custodian.

Ayes 8 Nays 0 Abstain   

7. Motion by Nathan Menhorn, seconded by JT Kline, to approve Jessica Coughenour, Fairhope, PA, as a personal care aide at a rate of \$11.50/hour retroactive to November 4, 2024.

Ayes 8 Nays 0 Abstain   

8. Motion by Tom Smith, seconded by Jeff Fisher, to approve to pay the following for two hours each at \$28.50/hour for planning for in-service training in October 2024:

Brian Slope  
Bethany Ritenour

Ayes 8 Nays 0 Abstain   

9. Motion by Tom Smith, seconded by Norman Menhorn, to approve Dante Paul as the Head Varsity Football Coach.

Ayes 8 Nays 0 Abstain   

10. Motion by Cathy Webreck, seconded by Jeff Fisher, to approve to return the Junior High Boys Basketball coaching positions to two paid positions:

Head Coach                      \$2000  
Assistant                        \$1500

Ayes 8 Nays 0 Abstain   

11. Motion by Cathy Webreck, seconded by Nathan Menhorn, to approve the following Junior High Boys Basketball Coaches:

Head Coach                      Cole Blubaugh  
Assistant                        Coby Kosic  
Volunteer                        Ryan Blubaugh

Ayes 8 Nays 0 Abstain   

12. Motion by Tom Smith, seconded by Jeff Fisher, to approve the following Girls Basketball Coaches pending completion of legal requirements:

Junior High Assistant                      Emma DeArmitt  
JH/Varsity Volunteers                      Taylor Hillegass, Ashley Brant,  
Riley Lauer, Regan Lauer, and  
Kylie DeArmitt

Ayes 8 Nays 0 Abstain   

13. Motion by Nathan Menhorn, seconded by Jeff Fisher, to approve Megan Hare's request for September 30, 2024, and November 8, 2024, as days off without pay and October 18, 2024, as ½ day off without pay. [Exhibit M-1](#)

Ayes 8 Nays 0 Abstain   

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14. Motion by Norman Menhorn, seconded by Cathy Webreck, to approve Kristie Pryal's change in status from part-time cafeteria worker to substitute cafeteria worker effective December 31, 2024. [Exhibit M-2](#)  
Ayes 8 Nays 0 Abstain   

15. Motion by Nathan Menhorn, seconded by Donna Dively, to approve Noelle Dunmeyer's resignation as part-time personal care aide. [Exhibit M-3](#)  
Ayes 8 Nays 0 Abstain   

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

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

- Amanda Dowdy's request to take 92 students to the National Holocaust Museum, Washington, D.C., November 22, 2024. \$6062.00. BBSD Foundation Grant will pay for this trip.
- Nina Zimmerman's request to take 4 students to Richland Cinemas, Johnstown, PA, & Wendy's, Somerset, PA, December 2024. \$390.10. MDS Transportation & MDS Supplies.
- Nina Zimmerman's request to take 4 students to see Charlotte's Web, Mountain Playhouse - Pasquerilla Performing Arts Center, UPJ & Burger King, April 9 or 10, 2025. Cost - \$394.60. MDS Transportation & MDS Supplies.
- Dan Miller's request to take 20 students to Leiss Tool & Die, Somerset, PA, date to be determined by Leiss Tool & Die. Cost - \$188.00. Tech Ed activities account.
- Maria Murphy, Mandy Cooper, & Nina Zimmerman's request to take 12 students to IU8 Christmas party, SCTC, Somerset, PA, December 6, 2024. Cost - \$200.00. Life Skills Transportation & Life Skills Supplies.
- Katie Spiri's request to take 12 students to Junior High Somerset County Chorus, Somerset High School, Somerset, PA, November 25-26, 2024. Cost - \$240.00. Chorus Budget.
- Katie Spiri's request to take 18 students to Senior High Somerset County Chorus, Somerset High School, Somerset, PA, November 25-26, 2024. Cost - \$922.00. Chorus Budget.
- Matt Webreck - FFA's request to take 40 students to PA Farm Show/FFA Mid-Winter Convention, PA Farm Show Complex, Harrisburg, PA, January 6, 2025. Cost - \$943.04. FFA Transportation.
- Cathy Berkebile's request to attend PRFSD meeting, Blair County Convention Center, Altoona, PA, November 15, 2024. Cost - \$10.00. Cafeteria budget.
- Maria Murphy & Kim Diehl's request to take 23 students to Westmoreland Mall, Greensburg, PA, December 13, 2024. Cost - \$541.00. Cup O'Joe funds.
- Brittany Henigin's request to take 2 students to District Band Auditions, Richland School District, November 17, 2024. Cost - \$45.00. Band budget.

**5**

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- Brittany Henigin’s request to take 18 students to Jr. High & Sr. High County Band, Conemaugh Township School District, December 4 & 5, 2024. Cost - \$947.00. Band budget.
- Ayes 8 Nays 0 Abstain

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

**O. FACILITIES USE REQUESTS**

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

- Berlin Basketball’s request to use the HS gym, MS gym, & concession stand, Friday, December 27 & Saturday, December 28, 2024, 12:00-10:00 p.m., Holiday Tournament.
- BBSD Travel Club’s request to use MS room 004, Monday, November 18, 2024, 6:00-7:30 p.m., informational/booster meeting.
- Somerset Volleyball All-Stars’ request to use the HS gym, Monday, November 25, 2024, 7:30-9:00 p.m., volleyball practice.
- Berlin Volleyball Boosters’ request to use the MS gym, Saturday, March 8, 2025, 7:00 a.m.-6:00 p.m., volleyball tournament fundraiser.
- Berlin Volleyball Boosters’ request to use the MS & HS gyms, Saturday, March 15, 2025, 7:00 a.m.-6:00 p.m., volleyball tournament fundraiser.
- Berlin Varsity Softball’s request to use the elementary gym, Wednesdays, January 8-February 26, 2025, 6:00-8:00 p.m., voluntary open gym.

Ayes 8 Nays 0 Abstain   

**Facilities Use requests already approved:**

- Berlin Junior High Soccer’s request to use the elementary gym, Wednesday, October 23, 2024, 4:30-6:00 p.m., end of season pizza party.
- Berlin Girls Basketball’s request to use the MS gym, Tuesdays & Thursdays, October 22-November 12, 2024, 3:30-5:00 p.m., open gym.
- Berlin Wrestling Boosters’ request to use the elementary gym, Wednesday, November 13, 2024, 6:00 p.m., booster meeting.
- Forensics’ request to use the MS computer lab, Wednesdays, October 30, November 6-20, & December 4-18, 2024, 3:30-6:30 p.m., Forensics practices.

**JB Schrock Playground and Berlin Community Grove Facilities Use Requests:**

- Berlin FP’s request to use the playground building, Wednesdays, November 27, December 4, 11, & 18, 2024, 9:00 a.m.-12:00 p.m., Santa’s Workshop.

**P. INFORMATIONAL**

Motion by Nathan Menhorn, seconded by Jeff Fisher, to adjourn the meeting.

Ayes 8 Nays 0 Abstain   

The meeting was adjourned at 9:47 p.m.

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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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