

BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
AUGUST 11, 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 Oline 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>Yes</u>	Larry Oline
<u>Yes</u>	Jeff Fisher	<u>Yes</u>	Norman Menhorn	<u>7:47</u>	Allison Rohrs
<u>Yes</u>	J.T. Kline	<u>via Zoom</u>	Jenna Ogburn	<u>Yes</u>	Cathy Webreck

E. COMMENTS FROM THE PUBLIC

Motion by Nathan Menhorn, seconded by Norman Menhorn, to adjourn to Executive Session to conduct teacher interviews.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

Allison Rohrs entered the meeting during the Executive Session.

Motion by Cathy Webreck, seconded by Donna Dively, to reconvene the regular meeting.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

The members met in Executive Session from 6:31 p.m. until 9:07 p.m.

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 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 Donna Dively, to approve the following minutes and financial reports as presented on this date.

1. Regular Board Meeting, June 16, 2022. [Exhibit G-1](#)
 2. Athletic Account, June 30, 2022. [Exhibit G-2](#)
 3. Activity Account, June 30, 2022. [Exhibit G-3](#)
 4. General, Construction, Capital Reserve, and Investment Accounts, June 30, 2022. [Exhibit G-4](#)
 5. Cafeteria and Payroll Funds, June 30, 2022. [Exhibit G-5](#)
 6. Athletic Account, July 31, 2022. [Exhibit G-6](#)
 7. Activity Account, July 31, 2022. [Exhibit G-7](#)
 8. General, Construction, Capital Reserve, and Investment Accounts, July 31, 2022. [Exhibit G-8](#)
 9. Cafeteria and Payroll Funds, July 31, 2022. [Exhibit G-9](#)
- Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain

H. SUPERINTENDENT'S REPORT

1. Morgan Twombly - Student Representative to the Board
2. Donation to Berlin Community Grove & J.B. Schrock Playground
3. Classroom Furniture
4. Transportation Contract
5. Grant submission - August 31 deadline
6. Update on Berlin Community Grove
7. Teachers attaining tenure: David Remaley
Krista Fioravanti
Katy Gibson

Upcoming Meetings: Board Meeting - Thursday, September 8, 2022
All meetings will be held in the HS Library.

J. BUSINESS ITEMS

1. Motion by Norman Menhorn, seconded by Cathy Webreck, to approve the payment of bills as presented on this date. [Exhibit J-1](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain
2. Motion by J.T. Kline, seconded by Donna Dively, to approve the 2022-2023 Memorandum of Agreement with Western Pennsylvania Sports Medicine & Rehabilitation, Inc. as per exhibit. [Exhibit J-2](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain

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3. Motion by Donna Dively, seconded by Nathan Menhorn, to approve an agreement with Johnson Controls Security Solutions, LLC as per exhibit. [Exhibit J-3](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
4. Motion by J.T. Kline, seconded by Donna Dively, to approve an agreement with Rachel's Challenge as per exhibit. [Exhibit J-4](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
5. Motion by Cathy Webreck, seconded by Nathan Menhorn, to approve Addendum #5 to the contractual agreement between Pressley Ridge Johnstown and BBSD as presented. [Exhibit J-5](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
6. Motion by Norman Menhorn, seconded by J.T. Kline, to approve a group rental contract with Camp Soles as per exhibit. [Exhibit J-6](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
7. Motion by Donna Dively, seconded by Jeff Fisher, to approve an agreement with Harris Education Solutions for edInsight for the period of July 1, 2022 through June 30, 2025, as per exhibit. [Exhibit J-7](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
8. Motion by Cathy Webreck, seconded by Allison Rohrs, to approve an agreement with Eastern Elevator Service & Sales Company retroactive to July 1, 2022, to replace a defective UPS unit. [Exhibit J-8](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
9. Motion by J.T. Kline, seconded by Donna Dively, to approve a Speaking Engagement Agreement with Leonard Webb as per exhibit. [Exhibit J-9](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
10. Motion by Nathan Menhorn, seconded by Norman Menhorn, to approve a Title 1 Services Letter of Intent with Ignite Education Solutions retroactive to June 20, 2022, as per exhibit. [Exhibit J-10](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

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11. Motion by Donna Dively, seconded by Jeff Fisher, to approve the 2022-2023 Memorandum of Understanding/Transition Agreement with Tableland Services, Inc. retroactive to June 20, 2022, as per exhibit. [Exhibit J-11](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
12. Motion by Norman Menhorn, seconded by Nathan Menhorn, to approve the 2022-2023 Lease Agreement with Tableland Services, Inc. retroactive to June 20, 2022, as per exhibit. [Exhibit J-12](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
13. Motion by Jeff Fisher, seconded by Donna Dively, to approve Berlin Ambulance Service to provide ambulance services at approximately 14 athletic events this fall at the rate of \$75/athletic event (same rate as last year).
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
14. Motion by Cathy Webreck, seconded by Donna Dively, to approve a Memorandum of Understanding between BBSD and Somerset County Children and Youth Services to establish transportation procedures as presented. [Exhibit J-13](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
15. Motion by Cathy Webreck, seconded by Norman Menhorn, to approve a transportation plan between BBSD and Somerset County Children and Youth Services as presented. [Exhibit J-14](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
16. Motion by Donna Dively, seconded by Cathy Webreck, to approve a letter of agreement with Somerset Single County Authority for Drug & Alcohol for the 2022-23 school year as presented. [Exhibit J-15](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
17. Motion by Donna Dively, seconded by Allison Rohrs, to approve a contract with McIlwain School Bus Lines, Inc. to provide transportation services for the 2022-23, 2023-24, 2024-25, 2025-26, and 2026-27 school years as presented. [Exhibit J-16](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

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18. Motion by Donna Dively, seconded by Cathy Webreck, to approve an agreement between Tableland Services, Inc. and BBSD to purchase meals from BBSD as per exhibit. [Exhibit J-17](#)

Section 508 vote: all members voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

19. Motion by Donna Dively, seconded by Jeff Fisher, to authorize the Berlin Brothersvalley School District administration to apply for the PCCD School Safety and Security Grant to include category #12 items including security technology and equipment.

Section 508 vote: all members voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

K. INSTRUCTIONAL

L. ADMINISTRATION

1. Motion by Nathan Menhorn, seconded by Donna Dively, to adopt revised Policy No. 222 - "Tobacco Use". [Exhibit L-1](#)

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

2. Motion by Donna Dively, seconded by Norman Menhorn, to approve the Title 1 School-Wide Plan as per exhibit. [Exhibit L-2](#)

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

3. Motion by Allison Rohrs, seconded by Donna Dively, to approve changes to the 2022-2023 BBSD Student Technology Program Handbook as presented.

[Exhibit L-3](#)

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

4. Motion by Norman Menhorn, seconded by Allison Rohrs, to approve the 2022-2023 MS Student Handbook with no changes.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

5. Motion by Cathy Webreck, seconded by Jeff Fisher, to approve changes to the 2022-2023 HS Student Handbook as per exhibit. [Exhibit L-4](#)

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

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6. Motion by Nathan Menhorn, seconded by J.T. Kline, to approve the 2022-2023 bus driver list as presented pending completion of legal requirements. [Exhibit L-5](#)
All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
7. Motion by Jeff Fisher, seconded by Allison Rohrs, to approve the Emergency Instructional Time Template for the 2022-2023 school year as presented. [Exhibit L-6](#)
All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
8. Motion by Norman Menhorn, seconded by Jeff Fisher, to authorize the administration to dispose of used classroom furniture in the best possible manner. [Exhibit L-7](#) & [Exhibit L-8](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
9. Motion by Nathan Menhorn, seconded by Cathy Webreck, to approve the BBSD Fan/Spectator Athletic Event Expectations.
All members present voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

M. PERSONNEL

1. Motion by Donna Dively, seconded by Norman Menhorn, to approve Tess Straight of Berlin as a middle level teacher at step 1 of the current BBEA contract pending completion of legal requirements.
Section 508 vote: all members voted in the affirmative.
Ayes 8 Nays 0 Abstain 1
2. Motion by Cathy Webreck, seconded by Allison Rohrs, to approve John McClaren of Nanty-Glo as a middle level teacher at step 6 of the current BBEA contract pending completion of legal requirements.
Section 508 vote: all members voted in the affirmative.
Ayes 8 Nays 0 Abstain 1
3. Motion by J.T. Kline, seconded by Norman Menhorn, to approve Jessica Hemminger's request to extend her FMLA leave through December 23, 2022. [Exhibit M-1](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

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4. Motion by Nathan Menhorn, seconded by J.T. Kline, to approve the resignation of Katy (Gibson) Malone effective August 4, 2022. [Exhibit M-2](#)
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
5. Motion by Donna Dively, seconded by Jeff Fisher, to approve the following as substitute cafeteria workers at \$9.00/hour pending completion of legal requirements:
Penny Lucas, Berlin, PA
Tanya Hay, Berlin, PA
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
6. Motion by Donna Dively, seconded by Cathy Webreck, to approve Linda Miller, Somerset, PA, as a substitute secretary at \$9.00/hour pending completion of legal requirements.
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
7. Motion by Norman Menhorn, seconded by J.T. Kline, to approve up to 30 hours at \$45/hour for Marilyn Cornell as a substitute teacher for Summer Learning Academy retroactive to June 14, 2022.
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
8. Motion by Cathy Webreck, seconded by Donna Dively, to approve Julie Petro as an aide for Summer Learning Academy at \$20/hour retroactive to July 5, 2022.
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
9. Motion by Norman Menhorn, seconded by Donna Dively, to approve Sumer Lambie, Johnstown, PA, as a high school math teacher at step 2 of the current BBEA contract pending completion of legal requirements.
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____
10. Motion by Nathan Menhorn, seconded by Donna Dively, to approve the following as IU8 certified day-to-day teaching substitutes pending completion of legal requirements:
Cannon Hay, Berlin, PA
Dominique Leput
Trevor Wingard, Central City, PA
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

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11. Motion by Donna Dively, seconded by J.T. Kline, to approve Megan Hare, Berlin, PA, as a personal care aide at \$9.50/hour pending completion of legal requirements.

Section 508 vote: all members voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

12. Motion by Donna Dively, seconded by Nathan Menhorn, to approve Emily Singo, Rockwood, PA, as a day-to-day teaching substitute, K-4 special education certified, pending completion of legal requirements.

Section 508 vote: all members voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

13. Motion by Donna Dively, seconded by J.T. Kline, to approve the following as mentors at the rate of 2 days per diem for the year per the current BBEA contract:

Alexis Saylor	Katie Spiri
Sumer Lambie	Katrina Lynch
6th grade NH	Julie Hoover
6th grade NH	Susan Straight

Section 508 vote: all members voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

14. Motion by Norman Menhorn, seconded by Donna Dively, to approve Derek Hoyman as the “Science: It’s Elementary” facilitator for the 2022-2023 school year at a stipend of \$2000.

Section 508 vote: all members voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

15. Motion by Cathy Webreck, seconded by Allison Rohrs, to approve the following volunteer coaches:

Josh Probst	Varsity Boys’ Soccer
Corey Sechler	Varsity Boys’ Soccer

Gloria Weighley	Jr. High Volleyball
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Bethany Landis	Cheering
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All members voted in the affirmative.

Ayes 9 Nays 0 Abstain _____

16. Motion by Cathy Webreck, seconded by J.T. Kline, to approve the following changes to the football coaching staff:

Levi Bowser	9th Assistant (previously volunteer)
Justin Gerber	Volunteer (previously 9th assistant)

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

17. Motion by Cathy Webreck, seconded by J.T. Kline, to approve Eric Johnson, Berlin, PA, as the assistant rifle coach pending completion of legal requirements.

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

18. Motion by Cathy Webreck, seconded by J.T. Kline, to approve the following
Security - \$50/football game, \$40/other sports' game requiring security,
Game Managers - \$25/game, Clock Keepers - \$20/game, and Football
Announcers:

Security/Game Managers

Eric Lauer
Tanner Prosser
Joe Shubik
Jill Boyer
Rachel Prosser
Jake Zorn
Susan Straight
Vinnie Trulick
Dave Remaley
Rocky Ritchey
Heath Montgomery
Casey Montgomery
Dante Paul
Braden Fochtman
Turner Paul
Tess Straight
Cannon Hay
Andrea Milburn
Isaiah Paul

Clock Keepers

Eric Lauer
Tanner Prosser
Jake Zorn
Dave Holliday
Bill Cober
John Beachley
Holly McKenzie
Brett Straight
Rachel Prosser

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Marty Riley
Jessica Sechler
Corey Sechler
Rocky Ritchey
Roger Platt
Keith Webreck
Dante Paul
Braden Fochtman
Turner Paul
Casey Montgomery
Josh Milburn
Cannon Hay

Football Announcers

Tom Sprowls
Brett Straight

Section 508 vote: all members voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

19. Motion by Donna Dively, seconded by J.T. Kline, to authorize the administration to fill any vacant positions, if needed, after August 11, 2022, prior to the next board voting meeting.

Section 508 vote: all members voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

20. Motion by Norman Menhorn, seconded by J.T. Kline, to approve the resignation of Tabitha Yanke, part-time cafeteria worker. [Exhibit M-3](#)

Section 508 vote: all members voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

21. Motion by Cathy Webreck, seconded by Norman Menhorn, to approve the following as field trip chaperones pending completion of legal requirements:

Jenna Ogburn
Jessica Shank
Shawna Bailey

All members voted in the affirmative.

Ayes 9 Nays 0 Abstain ____

22. Motion by Donna Dively, seconded by Allison Rohrs, to approve the following to be compensated for induction on August 24, 2022, at their per diem rate:

6th Grade New Hire
6th Grade New Hire
Alexis Saylor
Sumer Lambie

10

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Ashley Griffith Benton - ½ day per diem
Section 508 vote: all members voted in the affirmative.
Ayes 9 Nays 0 Abstain _____

23. Motion by J.T. Kline, seconded by Cathy Webreck, to approve Julie Petro as a day-to-day teaching substitute, K-4 elementary certified, pending receipt of teaching certificate.
Section 508 vote: all members 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:

- Beth Hoover, Julie Hoover, Amanda Stiffler, Vanessa Smith, Debbie Orendorf, Marilyn Cornell, and Courtney Richards' request to attend Text Dependent Analysis workshop, IU8, Duncansville, PA, September 20, October 20, & November 10, 2022. Cost - \$5315.52. ESSER III Learning Loss.
- Fourth Grade's request to take 65 students to Mountain Craft Days, Somerset Historical Center, Somerset, PA, September 9, 2022. No cost to the district. PTSO will pay for this trip.

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

Conference/Field Trip/workshop requests already approved:

- Matthew Caton's request to attend Custodial Train the Trainer workshop, Westmoreland IU, Greensburg, PA, July 14, 2022. Cost - \$210. Non-certified non-instructional staff development district.
- Brian Thompson & Dan Miller's request to attend a meeting with Garrett College, McHenry, MD, July 20, 2022. Cost - \$20. HS Principal Travel.

O. FACILITIES USE REQUESTS

Motion by Norman Menhorn, seconded by J.T. Kline, to approve the following facilities use requests:

- Berlin Youth Football's request to use the HS front yard or football field (weather depending) or elementary gym, (rain location), Tuesday, August 30, 2022, 5:00-7:00 p.m., team/individual photos.
- BBSD's request to use the MS & Tech Ed parking lots, Monday, August 29, 2022, 5:00-7:00 p.m., "Chalk the Block Back to School Celebration.
- BBSD Foundation's request to use the board room, Sunday, September 25, 2022, 6:30 p.m., meeting.
- BBEA's request to use the auditorium, Monday, August 29, 2022, 9:00-10:30 a.m., meeting.

- Berlin Youth Football’s request to use the football field, football practice field, & baseball outfield, Thursday, August 25, 2022, 6:00-8:00 p.m., football scrimmage.
- Berlin Youth Football’s request to use the football practice field & baseball outfield, Monday, Tuesday, & Thursday, August 29 - October 28, 2022, 6:00-8:00 p.m., practice.
- Berlin Wrestling Boosters’ request to use the elementary library, Wednesday, September 14, 2022, 6:00-8:00 p.m., monthly booster meeting.
- Berlin Youth Football’s request to use the football field & baseball field, Saturdays, September 10, September 24, & October 1, 2022, 8:00 a.m.-2:00 p.m., youth football games.

All members voted in the affirmative.

Ayes 9 Nays 0 Abstain

Facilities Use requests already approved:

- BBSD Foundation’s request to use the board room, Sunday, July 24, 2022, 6:30 p.m., meeting.
- Jr. High Volleyball’s request to use the MS gym, Tuesday, July 26, 2022, 6:00-7:30 p.m., open gym.
- Volleyball Officials’ request to use HS room 065, Monday, August 1, 2022-6:00 p.m., Tuesdays, August 16, 2022-6:30 p.m., Sundays, August 28, September 18, October 9 & 23, & November 6, 2022-6:30 p.m., officials meetings.
- Somerset County Fair Queen Program’s request to use the auditorium & faculty room, Sundays, August 7 & 14, 2022, 7:00-9:30 p.m., rehearsal for Fair Queen contest.

P. INFORMATIONAL

1. Somerset County Millage Summary. [Exhibit P-1](#)

Motion by Cathy Webreck, seconded by Donna Dively, to adjourn the meeting.

All members voted in the affirmative.

Ayes 9 Nays 0 Abstain

The meeting adjourned at 10.19 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.