

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' WORK SESSION MEETING MINUTES
MAY 2, 2024
HS LIBRARY
6:30 PM**

The Board of Directors of the Berlin Brothersvalley School District held a work session meeting on the above date in the High School Library. The meeting was called to order by Board President Jenna Ogburn at 6:33 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>6:36pm</u>	Allison Rohrs
<u>YES</u>	Jeff Fisher	<u>YES</u>	Norman Menhorn	<u>YES</u>	Tom Smith
<u>NO</u>	J.T. Kline	<u>YES</u>	Jenna Ogburn	<u>YES</u>	Cathy Webreck

Motion by Norman Menhorn, seconded by Tom Smith, to adjourn to Executive Session to conduct interviews.

Ayes 7 Nays 0 Abstain _____

Allison Rohrs entered the meeting at this point.

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

Ayes 8 Nays 0 Abstain _____

The members met in Executive Session from 6:35 p.m. until 8:06 p.m.

F. REVIEW OF THE AGENDA

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

- Regular Board Meeting, April 11, 2024. [Exhibit G-1](#)
- Athletic Account, April 30, 2024. [Exhibit G-2](#)
- Activity Account, April 30, 2024. [Exhibit G-3](#)
- General, Construction, Capital Reserve, and Investment Accounts, April 30, 2024. Exhibit G-4
- Cafeteria and Payroll Funds, April 30, 2024. Exhibit G-5
- Budget Meeting Minutes, April 23, 2024. [Exhibit G-6](#)

H. SUPERINTENDENT’S REPORT

- PSBA Board Delegates - 2
- Student Board Member Recognition - Shay Fochtman
- 2024 Graduation Plans - **May 30, 2024 - 7:00 p.m.**
- **2026 Student Trip Abroad - Mr. Maddy**

Upcoming Meetings: Board Meeting - Thursday, May 16, 2024 - 6:30 p.m.
All meetings will be held in the HS Library.

I. STUDENT MTTB REPORT - Shay Fochtman

J. BUSINESS ITEMS

- Approve the payment of bills as presented on this date. [Exhibit J-1](#)
- Nominate _____ as Board Treasurer for a one-year term, July 1, 2024 through June 30, 2025.
- Close nominations for Board Treasurer.
- Approve _____ as Board Treasurer for a one-year term, July 1, 2024 through June 30, 2025.
- Approve the following School depositories for the 2024-25 school year: First National Bank, Somerset Trust, Pennsylvania School District Liquid Asset Fund (PSDLAF), Pennsylvania Local Government Investment Trust (PLGIT), PNC Bank, and AmeriServe.
- Approve Section 511/679 taxes for the 2024-25 school year (per capita - \$10; occupation tax - \$10; earned income tax - ½ of 1%; real estate transfer tax - ½ of 1%).
- Tentatively set and approve the Real Estate Millage for the 2024-25 school year at ____ mils.
- Approve a tentative budget for the 2024-25 school year with estimated revenues of \$_____ and estimated resources of \$_____ and estimated expenditures of \$_____ and place on the table for public inspection for 30 days.
- Approve the Business Manager, using Board approved depositories, to transfer money between accounts, as needed, during the 2024-25 school year to optimize interest for the District.
- **Approve an agreement between Government Software Services, Inc., and BBSD for computer services to provide school district tax notices.**
[Exhibit J-2](#)
- **Approve the 2024-25 rates for the Bedford-Somerset Consortium as presented.** [Exhibit J-3](#)
- **Approve a letter of agreement for day treatment and educational services between BBSD and Extended Family Programs, Inc. and Appalachia Intermediate Unit 8 as per exhibit.** [Exhibit J-4](#)

- Approve a Waterfront Learning Services Agreement between Allegheny Intermediate Unit and BBSD as presented. [Exhibit J-5](#)
- Approve an agreement between BBSD and Active Internet Technologies, dba Finalsite as per exhibit. Exhibit J-6

K. INSTRUCTIONAL

- Approve the Berlin Summer Learning Academy program. [Exhibit K-1](#)
- Approve the participation in the IU8 Substitute Teacher Consortium for the 2024-2025 school year at a cost of \$500.

L. ADMINISTRATION

- Approve the final graduation list pending students meeting all graduation requirements. Exhibit L-1
- approve the revised board meeting dates as presented. [Exhibit L-2](#)
- Approve a dual credit agreement between Pennsylvania Highlands Community College and BBSD as presented. [Exhibit L-3](#)

M. PERSONNEL

- Approve the following field trip chaperones pending completion of legal requirements:

Danielle Brinton
 Kayla Chalk
 Amanda Coleman
 Mandy Cooper
 Luke Dowdy
 Zabrina Fisher
 Christie Fochtman
 Seth Forry
 Lori Glessner
 Kelly Guindon
 Amanda Hankinson
 John Harding
 Marlaina Hart
 Laura Kalaha
 Julia Kalp
 Samantha King
 Cara Kister
 Sarah Koval
 Jeanette Landis
 Amber Lavan
 Jenna Ogburn
 Adam Shaffer
 Brandy Shepley
 BJ Singo

**Katie Spiri
Kristopher Stole
Erin VanGilder
Kayla Werner**

- **Approve David Remaley’s resignation as assistant junior high soccer coach. Exhibit M-1**
- **Approve the following for up to 2 hours at \$28.50/hour for supervision of the K-2 music concert on May 17, 2024:**

**Beth Anderson
Stacey Kalp
Christina Sines
Krista Fioravanit
Kayla Rypczyk
Jenn Hoyman
Katie Torres
Heather Hay
Autumn Chonko**

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

Motion by _____, seconded by _____, to approve the following conference/field trip/workshop requests:

- Third Grade’s request to take 62 students to the Ice Cream Station & J. B. Schrock Community Playground, Berlin, PA, May 28, 2024. No cost to the district. PTSO will pay for this trip.
- Fourth Grade’s request to take 64 students to JB Schrock Playground & Ice Cream Station, Berlin, PA, May 28, 2024. No cost to the district.

Conference/Field Trip/workshop requests already approved:

- Cathy Berkebile’s request to attend PRFSD meeting, Seven Springs Resort, Champion, PA, May 3, 2024. Cost - \$10.00. Food Service budget.
- Danielle Hay’s request to attend the Western PA Homeless Education Summit, Lakeview Lodge at Treasure Lake, Dubois, PA, May 10, 2024. Cost - \$131.72. Social Work budget.
- Dan Miller’s request to take 10 students to J&J Truck Bodies, Somerset, PA, April 26, 2024. Cost - \$83.00. Tech Ed Activities account.
- **Amanda Dowdy and Turner Paul’s request to take 29 students to 814 Lanes & Kibuki Hibachi, Johnstown, PA, May 16, 2024. Cost - \$1608.45. NHS activity account.**
- **Eric Lauer’s request to take 17 students to J.B. Schrock Playground, Berlin, PA, May 10, 2024. No cost to the district.**
- **Dan Miller’s request to take 6 students to Morocco Welding, Somerset, PA, May 9, 2024. Cost - \$83.00. Tech Ed Activities account.**

“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

O. FACILITIES USE REQUESTS

Motion by _____, seconded by _____, to approve the following facilities use requests:

- **Berlin AYSO's request to use the soccer field, May 20, June 5, 24, 25, & 26, 2024, 6:30-8:00 p.m. & May 21, 2024, 6:00-7:30 p.m., soccer games.**
- **Music Department's request to use the auditorium & room 112, Friday, May 24, 2024, 6:00-10:00 p.m., Talent Show.**
- **Berlin Brothersvalley Ministerium's request to use the auditorium and room 103, Wednesday, May 29, 2024, 6:30-10:00 p.m., Baccalaureate Service.**

Facilities Use requests already approved:

- Berlin PTSO's request to use the track area, Thursday, May 9, 2024, 8:00 a.m.-3:00 p.m., Walk-A-Thon
- BBSD Foundation's request to use the board room, Sunday, May 5, 2024, 6:30 p.m., meeting.
- MS Student Council & FOR Club's request to use the MS gym, Friday, May 3, 2024, 6:00-8:00 p.m., Glow Games/Dance.
- **Berlin Senior League 24's request to use the HS baseball field, Sundays, April 28-May 26, 2024, 4:00-6:00 p.m., and Wednesdays, May 1-29, 2024, 6:00-8:00 p.m., practice.**
- **Kindergarten's request to use all 3 kindergarten classrooms, Monday, May 6, 2024, 6:30-7:30 p.m., Writer's Celebration.**

P. INFORMATIONAL

COMMENTS FROM THE PUBLIC

Melissa Webreck

Motion by Nathan Menhorn, seconded by Donna Dively, to adjourn to Executive Session to discuss personnel matters.

Ayes 8 Nays 0 Abstain _____

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

Ayes 8 Nays 0 Abstain _____

The members met in Executive Session from 9:22 p.m. until 9:56 p.m.

The meeting was adjourned at 9:57 p.m.

Rachel Prosser
Board Secretary

"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

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.

“BBSB 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