

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
BOARD OF DIRECTORS' MEETING
MARCH 13, 2025
HS Library**

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

___	Donna Dively	___	Nathan Menhorn	___	Allison Rohrs
___	Jeff Fisher	___	Norman Menhorn	___	Tom Smith
___	J.T. Kline	___	Jenna Ogburn	___	Cathy Webreck

E. COMMENTS FROM THE PUBLIC

F. APPROVAL OF THE AGENDA

Motion by _____, seconded by _____, to approve the agenda as presented on this date.
Ayes ___ Nays ___ Abstain ___

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

Motion by _____, seconded by _____, to approve the following minutes and financial reports as presented on this date.

1. Regular Board Meeting, February 13, 2025. [Exhibit G-1](#)
2. Athletic Account, February 28, 2025. [Exhibit G-2](#)
3. Activity Account, February 28, 2025. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, February 28, 2025. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, February 28, 2025. [Exhibit G-5](#)
6. Work Session Meeting, March 6, 2025. [Exhibit G-6](#)

Ayes ___ Nays ___ Abstain ___

STUDENT MEMBER TO THE BOARD REPORTS:

**Haylee Speicher
Riley Shaffer**

PRESENTATION

Tech Ed Trikes

<p>1 "BBSD Board Goals"</p> <p>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</p>

Motion by _____, seconded by _____, to adjourn to Executive Session to discuss personnel matters.

Ayes _____ Nays _____ Abstain _____

Motion by _____, seconded by _____, to reconvene the regular meeting.

Ayes _____ Nays _____ Abstain _____

H. SUPERINTENDENT’S REPORT

- 1. Yearbook picture
- 2. **BBSD College Credit Value**
- 3. **Berlin Community Grove Association property.**

Upcoming Meetings: Board Meeting - Thursday, April 10, 2025 - 6:30 p.m.
Budget Meeting - Tuesday, April 22, 2025

All meetings will be held in the HS Library.

J. BUSINESS ITEMS

1. Motion by _____, seconded by _____, to approve the payment of bills as presented on this date. [Exhibit J-1](#)

Ayes _____ Nays _____ Abstain _____

2. Motion by _____, seconded by _____, to adopt the proposed Secondary budget for the fiscal year 2025-2026 of the Somerset County Technology Center in the amount of \$6,820,237.36. [Exhibit J-2](#)

_____ Donna Dively _____	_____ Nathan Menhorn _____	_____ Allison Rohrs
_____ Jeff Fisher _____	_____ Norman Menhorn _____	_____ Tom Smith
_____ J.T. Kline _____	_____ Jenna Ogburn _____	_____ Cathy Webreck

Ayes _____ Nays _____ Abstain _____

3. Motion by _____, seconded by _____, to adopt the proposed Adult budget for the fiscal year 2025-2026 of the Somerset County Technology Center in the amount of \$750,000.00. [Exhibit J-3](#)

_____ Donna Dively _____	_____ Nathan Menhorn _____	_____ Allison Rohrs
_____ Jeff Fisher _____	_____ Norman Menhorn _____	_____ Tom Smith
_____ J.T. Kline _____	_____ Jenna Ogburn _____	_____ Cathy Webreck

Ayes _____ Nays _____ Abstain _____

4. Motion by _____, seconded by _____, to approve the 2025-2026 Memorandum of Understanding/Transition Agreement with Tableland Services as per exhibit. [Exhibit J-4](#)

Ayes _____ Nays _____ Abstain _____

<p>2</p> <p>“BBSD Board Goals”</p> <p>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</p>

5. Motion by _____, seconded by _____, to approve the 2025-2026 Letter of Agreement with Tableland Services as per exhibit. [Exhibit J-5](#)
Ayes ____ Nays ____ Abstain ____
6. Motion by _____, seconded by _____, to approve a resolution to continue Flexible Instructional Days for the 2025-2026, 2026-2027, & 2027-2028 school years. [Exhibit J-6](#)
Ayes ____ Nays ____ Abstain ____
7. Motion by _____, seconded by _____, to approve the sale of approximately 10 tons of coal at \$75/ton and two coal shovels to Shade Central-City School District.
Ayes ____ Nays ____ Abstain ____
8. Motion by _____, seconded by _____, to approve the Appalachia Intermediate Unit 08 2025-2026 General Operating Budget as presented. [Exhibit J-7](#)
Ayes ____ Nays ____ Abstain ____
9. **Motion by _____, seconded by _____, to approve the sale of the grove property to Berlin Community Grove Association for \$1.00.**
Ayes ____ Nays ____ Abstain ____

K. INSTRUCTIONAL

L. ADMINISTRATION

1. Motion by _____, seconded by _____, to approve the 2025-2026 BBSD school calendar as per exhibit. [Exhibit L-1](#)
Ayes ____ Nays ____ Abstain ____
2. Motion by _____, seconded by _____, to place the 2025-2028 Special Education Plan on the table for public inspection for 28 days. [Exhibit L-2](#)
Ayes ____ Nays ____ Abstain ____

M. PERSONNEL

1. Motion by _____, seconded by _____, to approve Patty Christner’s request for February 18-March 7, 2025, as days off without pay. [Exhibit M-1](#)
Ayes ____ Nays ____ Abstain ____
2. Motion by _____, seconded by _____, to approve increasing the substitute calling stipend from \$2500 to \$5000 beginning with the 2025-2026 school year.

<p>3 “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</p>
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Ayes ____ Nays ____ Abstain ____

3. Motion by _____, seconded by _____, to approve Marlaina Shaffer as staff for the “Beyond the Bell Afterschool Program” not to exceed 12 hours at \$15.50/hour to be paid by a BBSD Foundation grant retroactive to February 4, 2025.

Ayes ____ Nays ____ Abstain ____

4. Motion by _____, seconded by _____, to approve Keegan Munoz, Fairhope PA, as a substitute custodian pending completion of legal requirements.

Ayes ____ Nays ____ Abstain ____

5. Motion by _____, seconded by _____, to approve the following Spring sports coaches:

Track and Field

Kevin Bittner Volunteer

Softball

Tess Straight Jr. High Volunteer

Ayes ____ Nays ____ Abstain ____

6. Motion by _____, seconded by _____, to approve to return Varsity Baseball to two paid coaching positions from three paid coaching positions.

Ayes ____ Nays ____ Abstain ____

7. Motion by _____, seconded by _____, to approve the following Junior High Track Coaches:

Corey Will Head Coach \$1000

Turner Paul Assistant \$1000

Ayes ____ Nays ____ Abstain ____

8. Motion by _____, seconded by _____, to approve to return Varsity Softball to two paid coaching positions from three paid coaching positions.

Ayes ____ Nays ____ Abstain ____

9. Motion by _____, seconded by _____, to approve Heath Montgomery as a field trip chaperone.

Ayes ____ Nays ____ Abstain ____

10. Motion by _____, seconded by _____, to approve a change in status for Jennifer Charlton from substitute to part-time cafeteria worker.

Ayes ____ Nays ____ Abstain ____

“BBSD Board Goals”

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11. Motion by _____, seconded by _____, to approve the following as field trip chaperones pending completion of legal requirements:

Dana Hankinson
Laura Wyant
Jacob Craig
Leanne Mankamyer
Catelyn Will

Ayes ____ Nays ____ Abstain ____

12. Motion by _____, seconded by _____, to approve changing Maria Murphy's retirement date from July 31, 2025 to July 31, 2026. [Exhibit M-2](#)

Ayes ____ Nays ____ Abstain ____

13. Motion by _____, seconded by _____, to approve _____ of _____ as a K-12 special education teacher on step _____ of the current BBEA contract pending completion of legal requirements.

Ayes ____ Nays ____ Abstain ____

14. Motion by _____, seconded by _____, to approve the resignation of Matthew Caton, facilities administrator, effective March 21, 2025.

[Exhibit M-3](#)

Ayes ____ Nays ____ Abstain ____

15. Motion by _____, seconded by _____, to approve Dustin Shroyer, Somerset, PA, as an IU8 certified day-to-day teaching substitute pending completion of legal requirements.

Ayes ____ Nays ____ Abstain ____

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

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

- Brittany Henigin's request to take 3 students to District 6 Band Fest, Conemaugh Township High School, Davidsville, PA, April 4, 2025. Cost - \$270.00. Band budget.
- Amanda Dowdy's request to take 7 students to "Senator for a Day" Crossroads Bible Church, Bedford, PA, March 20, 2025. No cost to the district. BBSD Foundation Grant will pay for this trip.
- Katherine Spiri's request to take 6 students to District 6 Songfest, Northern Bedford Area High School, May 9, 2025. Cost - \$490.00. Music budget.
- Doug Paul's request to attend PSADA Conference, Hershey, PA, March 19, 2025. No cost to the district.
- Danielle Hay's request to attend 2025 annual STAR Suicide Prevention conference - virtual, May 9, 2025. Cost - \$40.00. Social work professional development budget.

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- Christine Fabyanic’s request to take 3 students to “Charlotte’s Web” performance, Mountain Playhouse at the Pasquerilla Performing Arts Center, UPJ, Johnstown, PA, April 10, 2025. Cost - \$395.60. Cup O’Joe funds.
- Fifth Grade’s request to take 67 students to Ice Cream Station, Berlin, PA, May 21, 2025 (rain date May 22, 2025). No cost to the district. PTSO will pay for this trip.
- Fifth Grade’s request to take 67 students to J.B. Schrock Playground, Berlin, PA, May 15, 2025. No cost to the district.
- Forensics’ request to take 3 students to Pennsylvania High School Speech League’s State Tournament, Bloomsburg University, Bloomsburg, PA, March 21-22, 2025. Cost - \$816.38. Forensics budget & Forensics fundraising will pay for this trip.
- Matt Webreck & Holly Montgomery’s request to take 12 students to Trout Stocking with PA Fish & Boat Commission, Flaugherty Creek, Meyersdale, PA, April 7, 2025. Cost - \$416.00. FFA Transportation.
- **First Grade’s request to take 61 students to Ice Cream Station, Berlin, PA, May 28, 2025 (rain date May 29, 2025). No cost to the district. PTSO will pay for this trip.**
- **Kindergarten’s request to take 53 students to Ice Cream Station, Berlin, PA, May 20, 2025 (rain date May 21, 2025). No cost to the district. PTSO will pay for this trip.**
- **Second Grade’s request to take 48 students to J.B. Schrock Playground, Berlin, PA, May 21, 2025. No cost to the district.**
- **First Grade’s request to take 60 students to Heritage Discovery Center, Johnstown, PA, May 23, 2025. No cost to the district - PTSO will pay for this trip.**
- **Kindergarten’s request to take 53 students to Living Treasures Animal Park, Jones Mills, PA, & Union Street Playground, Somerset, PA, May 8, 2025. No cost to the district. PTSO, Cup of Joe, & parents will pay for this trip.**
- **Third Grade’s request to take 63 students to Carnegie Science Center, Pittsburgh, PA, May 14, 2025. No cost to the district. PTSO, CSC grants & MS Principal Transportation will pay for this trip.**
- **Doug Paul and Mr. Maddy’s request to attend District 5 meeting, Bedford, PA, April 16, 2025. No cost to the district.**

Ayes ____ Nays ____ Abstain ____

Conference/Field Trip/workshop requests already approved:

- Brittany Henigin’s request to take 1 student to Region Band, Altoona High School, Altoona, PA, March 5-7, 2025. Cost - \$683.16. Band budget.
- Amanda Dowdy’s request to take 58 students to Somerset County CourtHouse, Somerset, PA, March 12, 27, & April 15 or 17, 2025. No cost to the district. Transportation paid by Somerset Bar Association & sub wages paid through a BBSD Foundation Grant.

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- Doug Paul’s request to attend District 5 Athletic Director’s meeting, Everett, PA, March 11, 2025. No cost to the district.

O. FACILITIES USE REQUESTS

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

- BBSD Foundation’s request to use the board room, Sunday, March 30, 2025, 7:00 p.m., meeting.
- BBSD Foundation’s request to use the board room, Sunday, March 16, 2025, 6:00 p.m., meeting.
- Berlin Fire Department’s request to use all parking lots & restrooms at the football field, Thursday, June 12, 2025, 3:00-8:00 p.m., Fireman’s Parade line-up.
- Berlin Brothersvalley Community Fair’s request to use the HS gym & restrooms by the gym, September 9-13, 2025, 6:00 p.m. September 9 through 2:00 p.m. September 13, 2025, Community Fair.
- Berlin Youth Football’s request to use the MS gym, Saturday, April 12, 2025, 8:00 a.m.-12:00 p.m., pizza/sub sale.
- **PTSO’s request to use the elementary gym - MS gym if available - Friday, March 14, 2025, 4:00-9:00 p.m., Mother/Son event.**
- **Berlin Basketball’s request to use the HS gym, Mondays, March 24-June 9, 2025, 6:30-8:00 p.m., Thursdays, March 27-June 12, 2025, 6:30-8:00 p.m., and Saturdays, March 29-June 28, 2025, 9:00-10:30 a.m., open gyms.**
- **Forensics’ request to use the MS computer lab, Tuesday, April 1, 2025, 12:00-6:00 p.m., District Student Congress.**
- **Berlin Youth Baseball/Softball’s request to use the ES, MS, & HS gyms, when available, various dates & times, March 17-April 18, 2025. practice.**

Ayes ____ Nays ____ Abstain ____

Facilities Use requests already approved:

- Catelyn Herman’s request to use the auditorium, Sunday, February 16, 2025, 12:00-4:00 p.m., scholarship program practice.
- Berlin Youth BB/SB League’s request to use the elementary library, Tuesday, March 4, 2025, 6:00-7:30 p.m., coaches meeting.
- Berlin Youth Baseball/Softball’s request to use the elementary gym, Tuesday, February 25, 2025, 5:15-7:15 p.m., Berlin Youth League meeting.
- PTSO’s request to use the elementary library, February 21, 2025, 3:30-6:00 p.m., Book Fair set-up, February 24-28, 2025, 8:00 a.m.-7:00 p.m., Book Fair.
- Berlin Youth Football’s request to use the board room, Tuesday, February 25, 2025, 7:30-8:30 p.m., board meeting.

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- Berlin Elementary’s request to use the MS cafeteria, Wednesday, March 5, 2025, 5:00-6:30 p.m., kindergarten information meeting.
- Forensics’ request to use the MS computer lab, multiple dates in February, March, April, & May 2025, 3:30-5:30 p.m., practices & Congressional Debate.
- Berlin Youth Football’s request to use the elementary gym, Wednesday, March 12, 2025, 6:30-8:00 p.m., registration.
- Nitro Softball-10U’s request to use the MS gym, Sundays, February 17-April 27, 2025, 2:00-4:00 p.m., softball.
- LK Lightning 10U’s request to use the elementary gym, Tuesdays, February 25, March 4, 11, 18, 25, & April 1 & 8, 2025, 6:00-7:30 p.m., softball practice.
- **Berlin Wrestling Boosters’ request to use HS room 216, Tuesday, March 11, 2025, 6:30 p.m., booster meeting.**

**Berlin Community Grove request:
 Berlin Youth Baseball/Softball’s request to use the Berlin Community Grove baseball fields, various dates and times, March 17-April 18, 2025. practice.**

P. INFORMATIONAL

Motion by _____, seconded by _____, to adjourn the meeting.
 Ayes ____ Nays ____ Abstain ____

Rachel Prosser
 Board Secretary

<p>8 “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</p>
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