

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
AUGUST 8, 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 6:31p.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>NO</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

- E. COMMENTS FROM THE PUBLIC**

- F. APPROVAL OF THE AGENDA**

Motion by Nathan Menhorn, seconded by Donna Dively, 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 Norman Menhorn, seconded by Jeff Fisher, to approve the following minutes and financial reports as presented on this date.

1. Regular Board Meeting, July 11, 2024. [Exhibit G-1](#)
2. Athletic Account, July 31, 2024. [Exhibit G-2](#)
3. Activity Account, July 31, 2024. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, July 31, 2024. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, July 31, 2024. [Exhibit G-5](#)
6. Work Session Meeting, August 1, 2024. [Exhibit G-6](#)

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

Ayes 7 Nays 0 Abstain

- H. SUPERINTENDENT'S REPORT**

1. Student Parking spaces

1

“BBSD Board Goals”

1. Promote academic growth throughout the student population
2. Explore and enhance curriculum opportunities and delivery options
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5. Maintain fiscal solvency relative to district demographics

Upcoming Meetings: Work Session Mtg - Thursday, September 5, 2024-6:30 p.m.
Board Meeting - Thursday, September 12, 2024 - 6:30 p.m.

All meetings will be held in the HS Library.

BBEA REPORT TO THE BOARD

J. BUSINESS ITEMS

1. Motion by Cathy Webreck, seconded by Donna Dively, 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 Cathy Webreck, to approve the Berlin Ambulance Service to provide ambulance services at approximately 12 athletic events this fall at the rate of \$100/athletic event. (same as last year)
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain
3. Motion by Jeff Fisher, seconded by Tom Smith, to approve a quote from American Roofing Inc. to do roofing repairs as per attached quote. [Exhibit J-2](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain
4. Motion by _____, seconded by _____, to approve the agreement between BBSD and Iron Mountain Training Center LLC as per attached. [Exhibit J-3](#)
Ayes _____ Nays Abstain _____
This motion was tabled.
5. Motion by Nathan Menhorn, seconded by Jeff Fisher, to approve the agreement agreement with Coughenour Consulting Services, LLC DBA Steps To Achieve, for service related to Federal Programming for the 2024-2025 school year, as presented. [Exhibit J-4](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

K. INSTRUCTIONAL

1. Motion by Norman Menhorn, seconded by Tom Smith, to approve the Memorandum of Agreement between BBSD and BBEA as presented. [Exhibit K-1](#).
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

<p>2 “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>

L. ADMINISTRATION

1. Motion by Tom Smith, seconded by Nathan Menhorn, to approve to place revised policy No. 006 - “Meetings” on the table for public inspection for 30 days. [Exhibit L-1](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

2. Motion by Tom Smith, seconded by Donna Dively, to adopt revised policy No. 903 - “Public Comment in Board Meetings”. [Exhibit L-2](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

3. Motion by Nathan Menhorn, seconded by Donna Dively, to adopt revised policy No. 325 - “Dress and Grooming”. [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 Norman Menhorn, to adopt revised policy No. 425 - “Dress and Grooming”. [Exhibit L-4](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

5. Motion by Tom Smith, seconded by Norman Menhorn, to adopt revised policy No. 525 - “Dress and Grooming”. [Exhibit L-5](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

6. Motion by Nathan Menhorn, seconded by Donna Dively, to adopt reviewed policy No. 331 - “Job Related Expenses”. [Exhibit L-6](#)
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 adopt reviewed policy No. 431 - “Job Related Expenses”. [Exhibit L-7](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

8. Motion by Tom Smith, seconded by Cathy Webreck, to adopt reviewed policy No. 531 - “Job Related Expenses”. [Exhibit L-8](#)
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

9. Motion by Norman Menhorn, seconded by Donna Dively, to approve the updated ARP ESSER Health and Safety Plan as presented. [Exhibit L-9](#)

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

10. Motion by Norman Menhorn, seconded by Jeff Fisher, to approve the Berlin Brothersvalley Elementary School Home and School Involvement Compact for the 2024-2025 school year. [Exhibit L-10](#)

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 a PIAA Cooperative Agreement with Meyersdale for Berlin to send their female athletes in grades 7 to 12 to Meyersdale for PIAA sanctioned Girls Wrestling for the 2024-2025 school year. [Exhibit L-11](#)

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

12. Motion by Jeff Fisher, seconded by Nathan Menhorn, to approve the 2024-2025 bus driver list as presented pending completion of legal requirements. [Exhibit L-12](#)

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

13. Motion by Nathan Menhorn, seconded by Donna Dively, to approve Haylee Speicher and Riley Shaffer as Student Representatives to the Board for the 2024-2025 school year.

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

14. Motion by Cathy Webreck, seconded by Nathan Menhorn, to approve the BBSD Student Technology Program for the 2024-2025 school year as presented. [Exhibit L-13](#)

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

M. PERSONNEL

1. Motion by Nathan Menhorn, seconded by Donna Dively, to approve Derek Hoyman as the “Science: It’s Elementary” facilitator for the 2024-2025 school year at a stipend of \$2000.

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

2. Motion by Tom Smith, seconded by Cathy Webreck, to approve the following:
Security - \$50/football game, \$40/other sports’ games requiring security, Game Managers - \$25/game, Clock Keepers - \$20/game, and Football Announcers:

Security/Game Managers

Eric Lauer

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Tanner Prosser
Joe Shubik
Jill Boyer
Jake Zorn
Susan Straight
Vinnie Trulick
Rocky Ritchey
Dante Paul
Turner Paul
Tess Straight
Cannon Hay
Andrea Milburn
Isaiah Paul
Stacey Deeter
Inez O'Donnell
Aimee Hankinson

Clock Keepers

Eric Lauer
Tanner Prosser
Jake Zorn
John Beachley
Holly McKenzie
Brett Straight
Marty Riley
Rocky Ritchey
Roger Platt
Keith Webreck
Dante Paul
Turner Paul
Casey Montgomery
Josh Milburn
Cannon Hay
Inez O'Donnell
Isaiah Paul

Football Announcers

Brett Straight

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

Ayes 7 Nays 0 Abstain __

4. Motion by Jeff Fisher, seconded by Nathan Menhorn, to approve the following as Junior High Volleyball volunteers pending completion of legal requirements:

Marilyn Cornell
Gloria Weighley
Heather Foor

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

5. Motion by Norman Menhorn, seconded by Donna Dively, to approve Dale Streletz's resignation as music teacher/band director effective immediately.
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain
6. Motion by Donna Dively, seconded by Norman Menhorn, to approve Brittany Henigin of Derry as a music teacher/band director 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 Tom Smith, seconded by Jeff Fisher, to approve Aimee Hankinson of Berlin as a K-12 health/physical education teacher/athletic trainer 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
8. Motion by Nathan Menhorn, seconded by Cathy Webreck, to approve Sharon Speicher of Berlin as a grades 7-12 mathematics teacher 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
9. Motion by Tom Smith, seconded by Donna Dively, to approve to authorize the administration to fill any vacant positions, if needed, after August 8, 2024, prior to the next board voting meeting.
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain
10. Motion by Nathan Menhorn, seconded by Donna Dively, to approve the position of substitute part-time personal care aide.
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain
11. Motion by Donna Dively, seconded by Jeff Fisher, to approve a change in status for Noelle Dunmeyer from bus aide to substitute part-time personal care aide at \$11.50/hour.
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain
12. Motion by Norman Menhorn, seconded by Donna Dively, to approve a change in status for Cassie Moyer from substitute bus aide to bus aide at \$11.50/hour.

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

13. Motion by Norman Menhorn, seconded by Tom Smith, to approve the following to be compensated for new teacher induction on August 21, 2024, at their per diem rate:

Destiny DiRado
Sharon Speicher
Brittany Henigin
Aimee Hankinson

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

14. Motion by Donna Dively, seconded by Tom Smith, to approve the following as mentors at the rate of 2 days per diem for the year per the current BBEA contract:

Destiny DiRado	Marilyn Cornell
Brittany Henigin	Katie Spiri
Aimee Hankinson	Doug Paul
Sharon Speicher	Susan Straight

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

15. Motion by Donna Dively, seconded by Jeff Fisher, to approve the following for the 2024-2025 school year:

Marching Band Instructor	Brittany Henigin
Assistant Marching Band Instructor	Doug Spiri
Band Instructor	Jayne St. Clair

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

16. Motion by Tom Smith, seconded by Cathy Webreck, to approve the following coaches pending completion of legal requirements:

Christie Fochtman	Assistant JH Volleyball
George Childers	Varsity Head Wrestling
Hannah Serball	JH Soccer Volunteer
Thomas Cobuzzi	Assistant JH Soccer

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

17. Motion by Cathy Webreck, seconded by Donna Dively, to approve Alyssa Lyons as the Title IX Coordinator starting August 1, 2024.

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

18. Motion by Nathan Menhorn, seconded by Tom Smith, to accept the resignations of Dante Porter and Will Latuch as the JH Boys Basketball Coaches.

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

19. Motion by Tom Smith, seconded by Jeff Fisher, to approve splitting the JH Boys Basketball Coaching positions into three paid positions:
Head Coach - 50% (\$1750)
Assistant Coach - 25% (\$875)
Assistant Coach - 25% (\$875)
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

20. Motion by Nathan Menhorn, seconded by Jeff Fisher, to approve Boys Junior High Basketball Coaches
Head Coach - Cole Blubaugh
Assistant Coach - Ryan Blubaugh
Assistant Coach - Coby Kosic
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

21. Motion by Donna Dively, seconded by Tom Smith, to approve the following band parent volunteers pending completion of legal requirements:
Amy Gair
Kayla Werner
Robin Fochtman
Kristina Hoover
Steve Landis
Jeannette Landis
Katie Spiri
Stephanie Waydo
Erin VanGilder
Amanda Custer
Benjamin Henigin
Section 508 vote: all members present voted in the affirmative.
Ayes 7 Nays 0 Abstain

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

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

- Matthew Webreck’s request to take 6 students to 2024 National FFA Convention, Indianapolis, IN, October 23-26, 2024. Cost - \$4012.00. BBSD & FFA budget.
- Holly Montgomery’s request to take 64-68 students to Deer Valley YMCA, Fort Hill, PA, September 25, 2024. Cost - \$560.09. Deer Valley Environmental Grant.
- Doug Paul’s request to attend the ICC Meeting August 29, 2024 - 9:30am-1pm in Hollidaysburg, PA.

- Inez O'Donnell, Cannon Hay and Courtney Richard's request for 4th grade to attend Mountain Craft Days/ Somerset, PA, September 6, 2024. Cost - \$219.58. PTSO funded.

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 Donna Dively, to approve the following facilities

use requests:

- Berlin Youth Cheer's request to use the front lawn (elementary gym if raining), Thursday, August 22, 2024, 6:30 p.m., pictures.
- Student Council's request to use the MS cafeteria, Friday, October 4-Saturday, October 5, 2024, 5:30 p.m.-11:00 p.m., Homecoming Dance.
- Berlin Youth Football's request to use Practice field, for a scrimmage August 29,2024, 6-8pm.
- Berlin Youth Football's request to use Practice field, 5th playground, little league outfield for camp, August 12-15 & August 19-22,2024, 6:15-8pm.
- Berlin Youth Football's request to use the front lawn for pictures, August 19, 2024, 5-7:30 pm & September 19, 2024, 5:30-6:15 pm.

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

Ayes 7 Nays 0 Abstain __

Facilities Use requests already approved:

- Berlin Youth Basketball's request to use the MS gym, Sundays, August 4-18, 2024 & Wednesdays, September 4-October 23, 2024, 6:00-7:00 p.m., K-2 East Hills basketball practice.
- Somerset County Fair Queen Committee's request to use the auditorium, August 1 & 7, 2024, 6:30 p.m., rehearsal for contest.
- Volleyball Officials' request to use HS room 065, Monday, August 5, 2024, 6:00-8:00 p.m., August 13 & 25, September 8 & 22, & October 13 & 27, 2024, 6:30-8:00 p.m., officials meeting.
- Berlin Youth Cheer's request to use the playground (elementary gym if raining), Wednesdays, August - September 2024, 5:00-6:00 p.m., practice.
- JH Volleyball's request to use the HS gym, August 1, 6, & 8, 2024, 3:00-4:30 p.m., open gym.

P. INFORMATIONAL

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

Ayes __ Nays __ Abstain __

The meeting adjourned at 7:19 p.m.

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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