

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
OCTOBER 13, 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>7:57 pm</u>	Nathan Menhorn	<u>Yes</u>	Larry Oline
<u>Yes</u>	Jeff Fisher	<u>Yes</u>	Norman Menhorn	<u>No</u>	Allison Rohrs
<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 Norman 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 Cathy Webreck, seconded by Donna Dively, to approve the following minutes and financial reports as presented on this date.

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

STUDENT SPOTLIGHT

Garrett Waydo - Grade 6

Issac Gindlesperger - Grade 12

PRESENTATIONS

Safety Presentation - Tim Sprowls, School Police Officer (SPO)

SCTC Presentation - Brian Thompson & Lori Gindlesperger

“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
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5. Maintain fiscal solvency relative to district demographics

H. SUPERINTENDENT’S REPORT

1. J. B. Schrock Community Playground letter. Exhibit H-1
2. Service Certificate of Appreciation - Donna Dively
3. Board retreat/professional development: 2/11/2023, 8:30-11:30 a.m.

Nathan Menhorn entered the meeting at this point.

Upcoming Meetings: Board Meeting-TUESDAY, November 8, 2022-6:30 PM

All meetings will be held in the HS Library.

I. STUDENT MEMBER TO THE BOARD REPORT - MORGAN TWOMBLY

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 8 Nays 0 Abstain _____
2. Motion by Donna Dively, seconded by Jeff Fisher, to approve a proposal from P.E.M.Co. Educational & Contract Furniture to provide cafeteria tables as presented to be paid by the ESSER III grant . [Exhibit J-2](#)
Section 508 vote:all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____
3. Motion by J.T. Kline, seconded by Jenna Ogburn, to approve an engagement letter as presented with Dillon McCandless King Coulter & Graham L.L.P. to serve as Solicitor retroactive to September 19, 2022. [Exhibit J-3](#)
Section 508 vote:all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____
4. Motion by Norman Menhorn, seconded by Jeff Fisher, to approve a consignment sales program as presented with Volkwein’s Music. [Exhibit J-4](#)
Section 508 vote:all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____
5. Motion by Jeff Fisher, seconded by Donna Dively, to approve a contract with Dauphin DataCom for the purchase and installation of an intercom system through the PEPPM State Contract as per exhibit to be paid by the ESSER III Grant. [Exhibit J-5](#)
Section 508 vote:all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____

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6. Motion by Norman Menhorn, seconded by Cathy Webreck, to approve activity advisors and officers for the 2022-2023 school year as per exhibit. [Exhibit J-6-updated](#)

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

7. Motion by J.T. Kline, seconded by Larry Ogline, to authorize the District to enter into an Attorney-Client Fee Contract with the Frantz Law Group, ALPC, 402 West Broadway, Suite 860, San Diego, California, 92101, and Dillon McCandless King Coulter & Graham, LLP, 128 West Cunningham Street, Butler, Pennsylvania, 16001, for the commencement of a legal action against Juul Labs, Inc., formerly known as PAX Labs, Inc., and other Defendants, including but not limited to Altria Group, Inc.; Altria Client Services; Altria Group Distribution Company; Nu Mark LLC; and Phillip Morris USA, Inc. Said action shall be for the purpose of claiming money damages related to School District costs related to the use of vaping products on District property. The Attorney-Client Fee Contract shall provide for a Contingent Fee of Twenty-Five Percent (25%) of any recovery. Expenses needed to fund the litigation shall be advanced by Frantz Law Group, APLC, and deducted from any recovery. The District shall not be responsible for any fee or cost reimbursement in the event that there is no recovery in the action. [Exhibit J-7](#)

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

Ayes 8 Nays 0 Abstain _____

K. INSTRUCTIONAL

L. ADMINISTRATION

1. Motion by _____, seconded by _____, to place revised Policy No. 003 - "Functions" on the table for public inspection for 30 days. [Exhibit L-1](#)
Ayes ____ Nays ____ Abstain _____ The motion was tabled.
2. Motion by Donna Dively, seconded by J.T. Kline, to place revised Policy No. 005 - "Organization" on the table for public inspection for 30 days. [Exhibit L-2](#)
All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____
3. Motion by Donna Dively, seconded by Jeff Fisher, to place revised Policy No. 007 - "Distribution" on the table for public inspection for 30 days. [Exhibit L-3](#)
All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____
4. Motion by Norman Menhorn, seconded by Donna Dively, to place reviewed Policy No. 113.4 - "Confidentiality of Special Education Student Information" on the table for public inspection for 30 days. [Exhibit L-4](#)

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All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____

5. Motion by Donna Dively, seconded by Norman Menhorn, to place revised Policy No. 200 - "Enrollment in District" on the table for public inspection for 30 days. [Exhibit L-5](#)

All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____

6. Motion by J.T. Kline, seconded by Donna Dively, to place reviewed Policy No. 907 - "School Visitors" - on the table for public inspection for 30 days. [Exhibit L-6](#)

All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____

7. Motion by Norman Menhorn, seconded by Jeff Fisher, to authorize administration to dispose of used cafeteria tables and chairs in the best manner possible.

Section 508 vote:all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____

8. Motion by Cathy Webreck, seconded by Donna Dively, to approve Maria Murphy as the Unified Champion Schools Program coach at a stipend to be paid by Special Olympics.

Section 508 vote:all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____

Motion by Cathy Webreck, seconded by Donna Dively, to adjourn to Executive Session to discuss personnel matters.

All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____

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

All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____

The members met in Executive Session from 8:36 p.m. until 9:04 p.m.

M. PERSONNEL

1. Motion by Norman Menhorn, seconded by Donna Dively, to approve a change in status for Carolyn Landis from part-time to substitute cafeteria worker. [Exhibit M-1](#)

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

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Ayes 8 Nays 0 Abstain ____

2. Motion by Nathan Menhorn, seconded by Donna Dively, to approve Ashley Benton's resignation as social studies teacher. [Exhibit M-2](#)
Section 508 vote:all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____
3. Motion by Donna Dively, seconded by Nathan Menhorn, to approve the following to be paid not to exceed 20 hours each at \$28.50/hour plus benefits for Lego League to be reimbursed by EITC funds:
Amy Gair
Erika Stern
Brian Slope
Section 508 vote:all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____
4. Motion by Norman Menhorn, seconded by Donna Dively, to approve Eric Craig as a detention monitor for the 2022-2023 school year.
Section 508 vote:all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____
5. Motion by Donna Dively, seconded by Jenna Ogburn, to approve Roxann Leydig as a volunteer in the library retroactive to September 22, 2022.
All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____
6. Motion by Norman Menhorn, seconded by Donna Dively, to approve Holly Gaskell, Berlin, PA, as an elementary certified day-to-day teaching substitute.
Section 508 vote:all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____
7. Motion by Norman Menhorn, seconded by Jeff Fisher, to approve the following as IU8 certified day-to-day teaching substitutes:
Barbara Pyle, Berlin, PA
Shyla Leipchack, Stoystown, PA
Section 508 vote:all members present voted in the affirmative.
Ayes 8 Nays 0 Abstain ____
8. Motion by J.T. Kline, seconded by Norman Menhorn, to approve the following Winter Sports Coaches pending completion of legal requirements:
Rifle
Head Coach Holly Montgomery
Assistant Eric Johnson
Volunteers Ben Whipkey, Danielle Maust,

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Misty Miller-Glessner, Angie Pelar

Girls Basketball

Head Coach	Rachel Prosser
Assistant	Katie Flick
Jr. High Head Coach	Cannon Hay
Assistant	Heather Foor
Volunteers	Tess Straight, Marah Yachere, Mike Harbaugh, Emily Engle, Erica Brown, Jessica Sechler, & Kourtney Walls

Boys Basketball

Head Coach	Tanner Prosser
Assistant	Eric Lauer
Assistant	Jake Zorn
Jr. High Head Coach	Dante Paul
Assistant	Isaiah Paul
Volunteers	Craig Stiffler & Brentson Harding

Wrestling

Head Coach	Braden Fochtman
Assistant	Austin Lee
Jr. High Head Coach	Needs filled
Assistant	Brad Kister
Volunteers	Jason Cornell, Justin Poorbaugh, Taylor Cahill, Dave Shaffer, Brian Smith, Clayton Lee, & Brody Moore

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

Ayes 8 Nays 0 Abstain _____

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

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

- Alex Saylor's request to take 4 students to District Band Pre-Auditions, Claysburg-Kimmel High School, Claysburg, PA, November 20, 2022. Cost - \$53.00. Band budget.
- Alex Saylor's request to take 4 HS students to Somerset County Band, Conemaugh Township High School, Davidsville, PA, November 30 & December 1, 2022. Cost - \$810.00. Band budget.
- Alex Saylor's request to take 7 MS students to Somerset County Band, Conemaugh Township High School, Davidsville, PA, November 30 & December 1, 2022. Cost - \$140.00. Band budget.
- Debra Orendorf's request to take 11 students to Demonstration workshop, Cambria Heights High School, Patton, PA, October 18, 2022. Cost - \$620.

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Forensics budget.

- Holly Montgomery's request to take approximately 62 students to Carnegie Science Center, Pittsburgh, PA, February 17, 2022. Cost - \$1062.00. HS Science budget.
 - Nina Zimmerman's request to take 3 students to Carnegie Science Center, Pittsburgh, PA, October 20 or 27, 2022. Cost - \$293.25. MDS Transportation & Supplies.
 - Susan Straight's request for 30 students to participate in the Scholastic Quiz contest in January & February 2023 at Berlin. Cost - \$140.00. Scholastic Quiz budget.
 - Susan Straight's request for 30 students to participate in the Fall & Spring Scholastic Quiz contests at Berlin. Cost - \$60.00. Scholastic Quiz budget.
 - Martin Mudry & Lori Gindlesperger's request to attend IU8 Federal Programs Coordinators Workshop, IU8, Altoona, PA, November 2, 2022. Cost - \$25.00. Elementary Principal travel.
 - Fifth Grade's request to take 56 students to Young People's Concert by the Johnstown Symphony, Pasquerilla Performing Arts Center & to Hoss's Steak & Sea House, Johnstown, PA, November 15, 2022. PTSO will pay for this trip.
 - Ashley Cotter's request to take approximately 28-30 students to Hocking Hills State Park, Logan, OH, May 14-16, 2022. No cost to the district.
 - Matthew B. Caton's request to apply for Pesticide Applicator Certification. Cost - \$134.86. Non-certified non-instructional staff development.
 - Christine Fabyanic & Christy McMillen's request to take 20-30 students to Middle & High School Reading Competition, Bellwood-Antis School District, Bellwood, PA, November 17, 2022. Cost - \$972.50. Book Quiz budget.
 - Kim Diehl & Christy McMillen's request to take 15-25 students to Elementary Reading Competition, Bellwood-Antis School District, Bellwood, PA, November 15, 2022. Cost - \$940.00. Book Quiz budget.
 - Rachel Prosser's request to attend a webcast: Basics of School Business Accounting, October 18, 2022. Cost - \$80.00. Non-certified non-instructional staff development.
 - **Dan Miller's request to take 40-45 students to Somerset County Fall CDE Events, SCTC, November 17, 2022. Cost - \$325.00. FFA Travel.**
 - **Rachel Prosser's request to attend virtually Elements of Government Fund Accounting, October 24-November 20, 2022. Cost - \$130.00.**
- Non-certified non instructional staff development fees.**

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

Ayes 8 Nays 0 Abstain

Conference/Field Trip/workshop requests already approved:

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- Danielle Hay's request to attend Foster Care Education Regional training, Seven Springs Resort, Champion, PA, October 13, 2022. No cost to the district.
- Dan Miller's request to take 35-40 students to County FFA Leadership Conference, SCTC, Somerset, PA, October 6, 2022. Cost - \$375.00. FFA Travel.
- Doug Paul's request to attend WestPAC meeting, Shade Elementary School, Cairnbrook, PA, October 5, 2022. \$62.50 - substitute wages.
- Doug Paul's request to attend D5 Athletic Director's Association meeting, Down River Golf Course, October 11, 2022. Cost - \$62.50 - substitute wages.
- **Brian Thompson's request to attend Somerset County Principal's Meeting, Tailgatez, Somerset, PA, October 12, 2022. No cost to the district.**

O. FACILITIES USE REQUESTS

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

- BBSD Foundation's request to use the board room, Sunday, October 30, 2022, 7:00 p.m., meeting.
- NJHS' request to use the track and field area, Saturday, October 22, 2022, 9:00 a.m.-12:00 p.m., 5K Walk for Charities.
- Lego League's request to use the elementary gym, Wednesdays, October 26, November 2, November 9, November 16, November 30, December 7, December 14, 2022, & January 4, 2023, 3:15-5:00 p.m., Lego League.
- Berlin Youth Football's request to use the MS gym, Tuesday, November 1, 2022, 5:30-8:30 p.m., End-of-year pizza party & coaches meeting.
- BBHS Student Council's request to use the HS gym, Tuesday, November 15, 2022, 8:30 a.m.-3:30 p.m., blood drive.
- Berlin Soccer Boosters' request to use the elementary gym, Monday, October 17, 2022, 4:00 p.m., fundraiser delivery.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain

Facilities Use requests already approved:

- Berlin Youth Cheer's request to use the elementary gym, Wednesday, October 12, 2022, 5:00 p.m., End-of-year party.
- Berlin Soccer Boosters' request to use the MS cafeteria, Sunday, September 25, 2022, 5:30 p.m., soccer dinner.

P. INFORMATIONAL

Motion by Jenna Ogburn, seconded by Donna Dively, to adjourn the meeting.

All members present voted in the affirmative.

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Ayes 8 Nays 0 Abstain

The meeting adjourned at 9:12 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.

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