

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT  
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES  
NOVEMBER 7, 2023 - 6:30 P.M.  
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 Oglie at 6:33 p.m.

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

<u>  x  </u> Donna Dively	<u>  x  </u> Nathan Menhorn	<u>  x  </u> Larry Oglie
<u>  x  </u> Jeff Fisher	<u>  x  </u> Norman Menhorn	<u>    </u> Allison Rohrs
<u>  x  </u> J.T. Kline	<u>  x  </u> Jenna Ogburn	<u>    </u> Cathy Webreck

- E. COMMENTS FROM THE PUBLIC**

- F. APPROVAL OF THE AGENDA**

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

1. Regular Board Meeting, October 12, 2023. [Exhibit G-1](#)
2. Athletic Account, October 31, 2023. [Exhibit G-2](#)
3. Activity Account, October 31, 2023. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, October 31, 2023. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, October 31, 2023. [Exhibit G-5](#)

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

Ayes   7   Nays   0   Abstain     

**PRESENTATIONS**

- H. SUPERINTENDENT'S REPORT**

1. BBSD Foundation Dinner - Thursday, November 9 - 6:00 p.m.
2. BEF Hearing - November 9 - 10:00 a.m. - Bedford High School. [Exhibit H-1](#)
3. Veteran's Day Assembly - November 10
4. Athletic Co-op Discussions - Update

**"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

**Upcoming Meetings:** Board Re-organizational Meeting - Thursday, December 7, 2023 - 6:30 p.m. - Regular Board meeting immediately following the Re-organizational meeting.

All meetings will be held in the HS Library.

**I. STUDENT MEMBER TO THE BOARD REPORT-SHAY FOCHTMAN**

**J. BUSINESS ITEMS**

1. Motion by Donna Dively, seconded by Jeff Fisher, 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 Nathan Menhorn, seconded by Donna Dively, to approve the sale of a log splitter with income to be deposited into the FFA Activities account.  
Section 508 vote: All members present voted in the affirmative.  
Ayes 7 Nays 0 Abstain \_\_\_\_\_
3. Motion by Nathan Menhorn, seconded by Jenna Ogburn to approve a \$500 donation to Berlin Fire Department.  
Section 508 vote: All members present voted in the affirmative.  
Ayes 7 Nays 0 Abstain \_\_\_\_\_
4. Motion by Jenna Ogburn, seconded by Norman Menhorn, to approve activity advisors and officers for the 2023-2024 school year as per exhibit. [Exhibit J-2](#)  
Section 508 vote: All members present voted in the affirmative.  
Ayes 7 Nays 0 Abstain \_\_\_\_\_

**K. INSTRUCTIONAL**

**L. ADMINISTRATION**

1. Motion by Donna Dively, seconded by Jenna Ogburn, to approve the 2023-2026 Comprehensive Plan as per exhibit. [Exhibit L-1](#)  
Section 508 vote: All members present voted in the affirmative.  
Ayes 7 Nays 0 Abstain \_\_\_\_\_
2. Motion by Jenna Ogburn, seconded by Nathan Menhorn, to approve the following addition to the elementary and middle school student handbooks as per exhibit. [Exhibit L-2](#)  
All members present voted in the affirmative.  
Ayes 7 Nays 0 Abstain \_\_\_\_\_

**M. PERSONNEL**

1. Motion by Norman Menhorn, seconded by Donna Dively, to approve the following as field trip chaperones pending completion of legal requirements:

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Amanda Custer  
Katie Flick  
Shawna Bailey  
Wendy Boyer  
Carrie Croner  
Adain Dickey  
Amanda Dowdy  
Amanda Enos  
Robin Fochtman  
Amy Gair  
Holly Hayman  
Laura Kalaha  
Cindy Kinsella  
Mandy Leonard  
Samantha Smith  
Sharon Speicher  
Katie Spiri  
Erika Stern  
Julia Kalp  
Erin VanGilder  
Janelle Visinsky  
Alissa Wright

All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain     

2. Motion by Donna Dively, seconded by Jenna Ogburn, to approve Alexis Saylor’s request to extend her FMLA leave until November 17, 2023. [Exhibit M-1](#)  
Section 508 vote: All members present voted in the affirmative.  
Ayes 7 Nays 0 Abstain

3. Motion by JT Kline, seconded by Donna Dively, to approve the following coaches pending completion of legal requirements:

**Girls Basketball**

Junior High Volunteer                      Missy Miller

**Wrestling**

Junior High Head Coach                      Brian Fochtman

**Boys Basketball**

Junior High Assistant Coach                      Will Latuch

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

Ayes 7 Nays 0 Abstain     

4. Motion by Donna Dively, seconded by Jeff Fisher, to approve the Business Manager Compensation Plan as per exhibit. [Exhibit M-2](#)  
Section 508 vote: All members present voted in the affirmative.  
Ayes 7 Nays 0 Abstain

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5. Motion by Jeff Fisher, seconded by Donna Dively, to approve Autumn Chonko as a long-term substitute for a second grade position.

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

Ayes 7 Nays 0 Abstain     

6. Motion by Norman Menhorn, seconded by Donna Dively, to approve the following to be paid at \$28.50/hour plus benefits for Lego League to be reimbursed by EITC funds and BBSD Foundation:

Mandy Cooper not to exceed 25 hours

Brian Slope not to exceed 25 hours

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

Ayes 7 Nays 0 Abstain     

#### N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

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

- Holly Montgomery’s request to take approximately 70 students to SciTech Days, Carnegie Science Center, Pittsburgh, PA, November 17, 2023. Cost - \$1402.07. HS Science budget, Carnegie Science Center - \$450/bus, & Fed-Ex grant will pay for this trip.
- Scholastic Quiz’s request for 30 students to do 3-2-1 Scholastic Quiz online competition. Cost - \$120.00. Scholastic Quiz budget.
- Rachel Prosser’s request to attend consortium meeting, Chestnut Ridge School District, Fishertown, PA, November 14, 2023. No cost to the district.
- Scholastic Quiz’s request to take 15 students to Scholastic Quiz competition, Somerset Junior High School, Somerset, PA, March 13, 2024. Cost - \$594.15. Scholastic Quiz budget.
- Nina Zimmerman, Mike Bertuzzi, & Mandy Cooper’s request to take 12 students to IU8 Christmas party, SCTC, Somerset, PA, December 8, 2023. Cost - \$200.00. Life Skills Transportation.
- Katherine Spiri’s request to conduct Cambria County High School County Chorus, Forest Hills High School, Sidman, PA, November 20-21, 2023. No cost to the district.
- Mike Bertuzzi’s request to take 4 students to Westmoreland Mall, Greensburg, PA, December 14, 2023. Cost - \$381.00. Life Skills Transportation.
- Brian Slope’s request to attend FTW: Build, Fly, Code Drones, IU8, Richland, PA, February 22, 2024. Cost - \$175.00.
- Forensics’ request to take 6 students to Forensics Meet, Conemaugh Valley High School, December 4, 2023. Cost - \$83.00. Forensics budget.

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

Ayes 7 Nays 0 Abstain     

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Conference/Field Trip/workshop requests already approved:

- Rachel Prosser’s request to attend CFO Boot Camp, Harrisburg, PA, November 2, 2023. Cost - \$325.00. Non-certified non-instructional staff development and transportation.

**O. FACILITIES USE REQUESTS**

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

- Evolve Studio of the Arts’ request to use the auditorium & a classroom, Saturday, April 27, 2024, 11:00 a.m.-5:00 p.m., and Sunday, April 28, 2024, 12:00-5:00 p.m., dance recital.
- Soul on Sole Studio Productions’ request to use the auditorium, band room, & rooms 110, 112, & 114, Saturday, June 1, 2024, 10:00 a.m.-8:00 p.m., dance recital.
- Berlin Youth Basketball’s request to use the HS gym, Saturday, December 2, 2023 & Saturday, January 13, 2024, 9:00 a.m.-1:00 p.m., and Saturdays, December 9 & 16, 2023 & Saturdays, January 6 & 20, 2024, 12:30-4:30 p.m., youth basketball games.
- Berlin Girls Varsity Soccer’s request to use the MS gym, December 14, 2023, 6:00-8:00 p.m., December 21, 2023, 6:30-8:00 p.m., January 25, 2024, 6:30-8:00 p.m., & February 1, 2024, 6:00-8:00 p.m, & the elementary gym, November 30, December 7, 2023, January 4, 11, & 18, 2024, 6:00-8:00 p.m., indoor soccer.
- Berlin Wrestling Boosters/Berlin Youth Wrestling’s request to use the elem. art room, MS gym, wrestling room, MS faculty room, MS boys locker room, Friday, February 2 - 5:00 p.m. - Saturday, February 3, 2024, 10:00 p.m., Youth Wrestling Tournament, “Scott Straight Memorial K-8”.
- Berlin Volleyball Boosters’ request to use the MS & HS gyms, Saturday, March 23, 2024, 7:30 a.m.-5:00 p.m., fundraising tournament.
- Berlin Volleyball Boosters’ request to use the MS gym, Saturday, March 16, 2024, 7:30 a.m.-5:00 p.m., fundraising tournament.

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

Ayes 7 Nays 0 Abstain     

**Facilities Use requests already approved:**

- Scholarship Program’s request to use the auditorium, Monday, October 16, 2023, 5:00-9:00 p.m., pageant preparation.
- Berlin Youth Football’s request to use the elementary library, Monday, October 30, 2023 & Wednesday, November 8, 2023, 6:30-8:30 p.m., BYF Board meeting.
- Junior High Soccer’s request to use the elementary gym, Monday, October 23, 2023, 3:30-4:30 p.m., uniform collection & pizza party.
- Milksquirts’ request to use the elementary gym, Monday, November 6, 2023, 7:00-9:00 p.m., square dancing.

**P. INFORMATIONAL**

Motion by Nathan Menhorn, seconded by Donna Dively, to adjourn the meeting.

All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain \_\_\_\_\_

The meeting adjourned at 7:14 pm.

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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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