

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT  
UNOFFICIAL BOARD OF DIRECTORS' WORK SESSION MEETING MINUTES  
OCTOBER 3, 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 6:30 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>NO</u> Allison Rohrs
<u>YES</u> Jeff Fisher	<u>YES</u> Norman Menhorn	<u>6:34pm</u> Tom Smith
<u>YES</u> J.T. Kline	<u>YES</u> Jenna Ogburn	<u>YES</u> Cathy Webreck

**F. REVIEW OF THE AGENDA**

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

1. Regular Board Meeting, September 12, 2024. [Exhibit G-1](#)
2. Athletic Account, September 30, 2024. [Exhibit G-2](#)
3. Activity Account, September 30, 2024. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, September 30, 2024. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, September 30, 2024. Exhibit G-5

**H. SUPERINTENDENT'S REPORT**

1. November Work Session Meeting - Tuesday, November 5, 2024.
2. BBSD Foundation Dinner - Thursday, November 7 - 6:00 p.m.
3. First Peoples Community Federal Credit Union SwipeBoost! Program.

[Exhibit H-1](#)

4. Future Board meeting location?
5. District Facebook Page?
6. **Bees in the Elementary**

7. Enrollment Numbers:	In-Person	775
	BBSD Cyber School	14 full-time 1 part-time
	Home School	27
	Charter Schools	14

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**“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 Meeting - Thursday, October 10, 2024 - 6:30 p.m.  
Work Session Mtg - TUESDAY, November 5, 2024-6:30 pm  
Board Meeting - Thursday, November 14, 2024 - 6:30 p.m.

All meetings will be held in the HS Library.

**J. BUSINESS ITEMS**

1. Approve the payment of bills as presented on this date. [Exhibit J-1](#)
2. Approve a resolution to authorize an Attorney Client fee contract with the Frantz Law Group and Dillon McCandless King Coulter and Graham, LLP for the commencement of legal action against Eli Lilly, Novo Nordisk and all other responsible parties in the MDL filed in the District of New Jersey at MDL 2:23-md-3080 with respect to claims related to the overpricing of insulin purchased by the District in its health care plans. [Exhibit J-2](#)
3. **Approve a service agreement between Combustion Service & Equipment Company and BBSD to provide maintenance services as presented.** [Exhibit J-3](#)

**K. INSTRUCTIONAL**

**L. ADMINISTRATION**

1. Approve a cooperative agreement between Allegany College of Maryland and BBSD as per exhibit. [Exhibit L-1](#)
2. Approve Maria Murphy as the Unified Champion Schools Program Bocce Ball coach at a stipend to be paid by Special Olympics.
3. **Approve to change the Privacy Officer on the “Notice of Privacy Practices” as per exhibit.** [Exhibit L-2](#)

**M. PERSONNEL**

1. Approve Christine Hardiman’s request for November 6-8, 2024, as days off without pay. [Exhibit M-1](#)
2. Approve a change in the advisor of the Berlin Young Farmer’s Chapter from Samuel Dively to Matthew Webreck effective October 1, 2024. [Exhibit M-2](#)
3. Approve Amanda Cooney’s letter of resignation as personal care aide effective October 8, 2024. [Exhibit M-3](#)
4. Approve the School Police Officer - Full Time compensation plan retroactive to September 23, 2024, as per exhibit. [Exhibit M-4](#)
5. ~~Approve Kristi Chonko as an overnight field trip chaperone for the FFA National Convention trip, Indianapolis, IN, pending completion of legal requirements.~~
6. Approve the following winter sports coaches pending completion of legal requirements:

**Rifle**

Head Coach  
Assistant

Eric Johnson  
Holly Montgomery

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Assistant Hannah Miller  
Volunteers Ben Whipkey

**Girls Basketball**

Head Coach Rachel Prosser  
Assistant Katie Flick  
Jr. High Head Coach Tess Straight  
Assistant  
Volunteers Marah Yachere, Mike Harbaugh,  
Emily Engle

7. Approve the resignation of Steve Costea as an assistant softball coach.
8. Approve Katie Flick as an athletic security/game manager.
9. Approve a stipend of \$2500 for Turner Paul as BBSD Cyber Coordinator for the 2024-2025 school year.
10. **Approve the following as chaperones for the Homecoming Dance retroactive to October 5, 2024:**  
**Amber Sperry**  
**Laura Kalaha**  
**Christy McMillen**
11. **Approve Samantha Stull, Berlin, PA, as a temporary personal care aide at a rate of \$11.50/hour retroactive to October 3, 2024, pending completion of legal requirements.**
12. **Approve Brody Deeter, Berlin, PA, as a substitute custodian at a rate of \$10.50/hour.**
13. **Approve Cathy Webreck as an overnight field trip chaperone for the FFA National Convention trip to Indianapolis, IN, pending completion of legal requirements.**

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

Approve the following conference/field trip/workshop requests:

- Math Counts' request to take 14 students to Math Competition, UPJ, Johnstown, PA, February 8, 2025. Cost - \$927.94. Math Counts budget.
- Danielle Hay's request to attend Somerset County SAP Networking Day, SCTC, Somerset, PA, October 22, 2024. Cost - \$25.00. PCCD Mental Health Grant.
- Scholastic Quiz/Susan Straight's request to have 60 students do Scholastic Quiz competition during class, January/ February 2025. Cost - \$140.00. Scholastic Quiz budget.
- Kim Diehl & Christy McMillen's request to take 12-36 students to Elementary Reading Competition, Bellwood-Antis School District, November 19, 2024. Cost - \$1170.00. Book Quiz budget.
- Kim Diehl & Christy McMillen's request to take 12-36 students to Middle & High School Reading Competition, Bellwood-Antis School District, November 20, 2024. Cost - \$1170.00. Book Quiz budget.
- Fifth Grade's request to take 65 students to Young People's Concert by the Johnstown Symphony & Hoss's Steak and Sea House, Johnstown, PA, November 19, 2024. No cost to the district. PTSO will pay for this trip.

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- Doug Paul & Dante Paul’s request to attend ICC Athletic Director’s meeting and Football Coaches meeting, Altoona, PA, October 31, 2024. No cost to the district.
- Doug Paul’s request to attend D5 Athletic Director’s meeting, SCTC, Somerset, PA, October 8, 2024-rescheduled on October 23, 2024. No cost to the district.
- **Mark Smith’s request to take 63 students to 5th Grade SCTC tour, SCTC, Somerset, PA, March 6, 2025. Cost - \$250.00. MS Guidance budget.**

**Conference/Field Trip/workshop requests already approved:**

- Thomas Podpora’s request to take 45 students to Manufacturing Days, J&J Truck Bodies & Trailers, Somerset, PA, October 7, 2024. Cost - \$872.00. BBSD Foundation Grant.
- Sixth Grade’s request to take 66 students to Fort Ligonier, Ligonier, PA, September 27, 2024. No cost to the district. PTSO and Somerset Trust will pay for this trip.

**O. FACILITIES USE REQUESTS**

Approve the following facilities use requests:

- Berlin Youth Football’s request to use the MS gym, Monday, October 28, 2024, 5:00-7:30 p.m., equipment return and pizza party.
- BBSD Foundation’s request to use the board room, Sunday, October 27, 2024, 7:00 p.m., meeting.
- Third Grade’s request to use MS room 028, Monday, December 16, 2024, 3:30-6:30 p.m., Staff Christmas party.
- Forensics’ request to use the auditorium and room 112, Wednesday, October 16, 2024, 7:30 a.m.-12:15 p.m., Demonstration workshop.
- **Berlin Wrestling Boosters’ request to use MS room 008, Wednesday, October 23, 2024, 6:00 p.m., meeting.**
- **Berlin Wrestling Boosters’ request to use the MS gym, MS locker rooms, wrestling room, concession stand, room 002, & MS hallway, Friday, January 31, 2025, 6:00 pm & Saturday, February 1, 2025, 6:00 a.m.-9:00 p.m., Scott Straight Memorial Wrestling tournament.**
- **Berlin Wrestling Boosters’ request to use the MS gym, Wednesday, November 6, 2024, 6:00-8:00 p.m., registration.**
- **Berlin Wrestling Boosters’ request to use the wrestling room, Mondays-Fridays, November 26, 2024 - March 28, 2025, 6:00-9:00 p.m., wrestling practice.**
- **Berlin Girls Varsity Soccer’s request to use the MS gym, Thursdays, December 5, 19, 2024, January 9, 16, 23, & February 6, 2025, 6:30-8:00 p.m., & the elementary gym, Thursdays, December 12, 2024 & January 30, 2025, 6:00-8:00 p.m., indoor soccer.**

**Facilities Use requests already approved:**

- Berlin PTSO’s request to use the elementary library, Sunday, October 6-Friday, October 11, 2024, all day, Book Fair.

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- Berlin Wrestling’s request to use the wrestling room, Wednesdays, September 25-November 13, 2024, 6:00-8:00 p.m., open mats.
- **Scholarship Program-Catelyn Herman’s request to use the auditorium, Wednesdays, October 9, 16, 23, & 30, 2024, 4:00-8:00 p.m., preparation.**
- **Forensics’ request to use HS room 112, Thursday, October 10, 2024, 3:30-6:00 p.m., organizational meeting.**

**P. INFORMATIONAL**

**COMMENTS FROM THE PUBLIC**

Motion by Jeffrey Fisher, seconded by Nathan Menhorn, to adjourn to Executive Session to discuss personnel matters. 7:05pm to 9:19pm

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain \_\_\_\_\_

**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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