

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT  
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES  
MAY 6, 2021 - 6:30 PM  
HS LIBRARY**

The Board of Directors of the Berlin Brothersvalley School District held a meeting on the above date in the high school library and via Zoom due to the social distancing order. The meeting was called to order by Board President Larry Philip at 6:32 p.m.

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. MOMENT OF SILENCE**

**D. ROLL CALL**

<u>Yes</u>	Jeremy Broadwater	<u>Yes</u>	Jenna Ogburn	<u>6:34</u>	Allison Rohrs
<u>Zoom</u>	Melanie Christner	<u>Yes</u>	Larry Ogline	<u>Yes</u>	Steve Spochart
<u>Yes</u>	Donna Dively	<u>Yes</u>	Larry Philip	<u>Yes</u>	Cathy Webreck

**COMMENTS FROM THE PUBLIC**

Steve Spochart, as a parent, requested the Board to consider opening the District graduation ceremony to 100% occupancy.

**F. APPROVAL OF THE AGENDA**

Motion by Jeremy Broadwater, seconded by Donna Dively, to approve the agenda as presented on this date.

All members present voted in the affirmative.

Ayes 9 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, April 8, 2021. [Exhibit G-1](#)
2. Athletic Account, April 30, 2021. [Exhibit G-2](#)
3. Activity Account, April 30, 2021. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, April 30, 2021. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, April 30, 2021. [Exhibit G-5](#)
6. Budget Meeting, April 13, 2021. [Exhibit G-6](#)

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

Ayes 9 Nays 0 Abstain     

**1**

**“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

**PRESENTATIONS**

**1. Eagle Scout Recognition - Senator Pat Stefano, Commissioner Colleen Dawson, & Board President Larry Philip**

Eagle Scout Recipients:

Nathan Leonard  
Abe Countryman  
Keegan Huston  
Graham Hoover  
Randy Delancy  
Zach Krepelka  
Tucker Patrick

**2. Student Member to the Board Recognition - Board President Larry Philip**

Recipients: Tucker Patrick  
Preston Foor

**H. SUPERINTENDENT’S REPORT**

1. Teacher/Staff Appreciation Week/Year
2. Summer Learning Academy
3. June Board Meeting
4. Grove Project

**Upcoming Meetings: Board Meeting - Tuesday, June 8, 2021 - 6:30 p.m.**

**I. STUDENT MTTB REPORT**

**J. BUSINESS ITEMS**

1. Motion by Jeremy Broadwater, seconded by Steve Spochart, 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 9 Nays 0 Abstain \_\_\_\_
2. Motion by Donna Dively, seconded by Jeremy Broadwater, to nominate Cathy Webreck as Board Treasurer for a one-year term, July 1, 2021 through June 30, 2022.  
All members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_
3. Motion by Larry Ogline, seconded by Steve Spochart, to close nominations for Board Treasurer.  
All members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_
4. Motion by Donna Dively, seconded by Steve Spochart, to approve Cathy Webreck as Board Treasurer for a one-year term, July 1, 2021 through June 30, 2022.

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Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_

5. Motion by Cathy Webreck, seconded by Donna Dively, to nominate Lori Gindlesperger as Board Secretary for a four-year term, July 1, 2021 through June 30, 2025.  
All members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
6. Motion by Larry Ogline, seconded by Donna Dively, to close nominations for Board Secretary.  
All members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
7. Motion by Cathy Webreck, seconded by Donna Dively, to approve Lori Gindlesperger as Board Secretary for a four-year term, July 1, 2021 through June 30, 2025.  
All members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
8. Motion by Cathy Webreck, seconded by Donna Dively, to approve an agreement between Government Software Services, Inc., and BBSD for computer services to provide school district tax notices. [Exhibit J-2](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
9. Motion by Donna Dively, seconded by Cathy Webreck, to approve the district's group life insurance rates with CM Regent Solutions for the 2021-2022 school year with no change in the rates. [Exhibit J-3](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
10. Motion by Donna Dively, seconded by Cathy Webreck, to approve the following School depositories for the 2021-2022 school year: First National Bank, Somerset Trust, Pennsylvania School District Liquid Asset Fund (PSDLAF), Pennsylvania Local Government Investment Trust (PLGIT), PNC Bank, and Citizens Neighborhood Bank/AmeriServe (Riverview).  
Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
11. Motion by Cathy Webreck, seconded by Donna Dively, to approve Section 511/679 taxes for the 2021-2022 school year (per capita - \$10; occupation tax - \$10; earned income tax - ½ of 1%; real estate transfer tax - ½ of 1%).  
Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_

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12. Motion by Cathy Webreck, seconded by Donna Dively, to approve the School District Internet Contract with Appalachia Intermediate Unit 8 as per exhibit. [Exhibit J-4](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
13. Motion by Jeremy Broadwater, seconded by Donna Dively, to approve the 2021-2022 rates for the Bedford-Somerset Consortium as presented. [Exhibit J-5](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
14. Motion by Melanie Christner, seconded by Jeremy Broadwater, to tentatively set and approve the Real Estate Millage for the 2021-2022 school year at 29.75 mils. [Exhibit J-6-updated](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
15. Motion by Melanie Christner, seconded by Cathy Webreck, to approve a tentative budget for the 2021-2022 school year with estimated revenues of \$12,370,843 and estimated resources of \$3,296,116 and estimated expenditures of \$14,332,084 and place on the table for public inspection for 30 days. [Exhibit J-7 updated](#), [Exhibit J-7A updated](#), [Exhibit J-7B](#), [Exhibit J-7C](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
16. Motion by Cathy Webreck, seconded by Larry Ogline, to approve the Business Manager, using Board approved depositories, to transfer money between accounts, as needed during the 2021-2022 school year to optimize interest for the District.  
Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
17. Motion by Donna Dively, seconded by Jeremy Broadwater, to approve dental insurance through Highmark UC Advantage Plus for the 2021-2022 fiscal year at the following rates:
- |                   |         |
|-------------------|---------|
| Employee          | \$21.22 |
| Employee/Child    | \$38.03 |
| Employee/Children | \$38.03 |
| Employee/Spouse   | \$41.78 |
| Family            | \$63.29 |
- Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
18. Motion by Cathy Webreck, seconded by Jeremy Broadwater, to approve Dr. Eric Martin, DMD, as the school dentist at a rate of \$15/student seen.  
Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_

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19. Motion by Jeremy Broadwater, seconded by Melanie Christner, to approve a letter of agreement between BBSD and Children’s Aid Home as per exhibit. [Exhibit J-8](#)  
Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_

**K. INSTRUCTIONAL**

1. Motion by Donna Dively, seconded by Jeremy Broadwater, to approve the Berlin summer M.A.K.E. program.  
All members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_

**L. ADMINISTRATION**

1. Motion by Jeremy Broadwater, seconded by Melanie Christner, to approve a cooperative agreement between Mount Aloysius College and Berlin Brothersvalley High School as per exhibit. [Exhibit L-1](#)  
All members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
2. Motion by Jeremy Broadwater, seconded by Donna Dively, to approve Julie Petro, Berlin, PA, to complete her student teaching requirement with Erika Stern as her cooperating teacher.  
All members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
3. Motion by Donna Dively, seconded by Cathy Webreck, to approve Andrea Kreinbrook, Berlin, PA, to complete her student teaching requirement with Kathleen Meehan as her cooperating teacher.  
All members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
4. Motion by Jeremy Broadwater, seconded by Melanie Christner, to place revised policy No. 249 - “Bullying/Cyberbullying” on the table for public inspection for 30 days. [Exhibit L-2](#)  
All members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
5. Motion by Cathy Webreck, seconded by Jeremy Broadwater, to approve the final graduation list pending students meeting all graduation requirements. [Exhibit L-3](#)  
All members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_
6. Motion by Jeremy Broadwater, seconded by Melanie Christner, to approve to retire the following policies effective immediately:  
Policy No. 248 - “Unlawful Harassment”  
Policy No. 348 - “Unlawful Harassment”  
Policy No. 448 - “Unlawful Harassment”  
Policy No. 548 - “Unlawful Harassment”

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All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain \_\_\_\_

Motion by Jeremy Broadwater, seconded by Donna Dively, to adjourn to Executive Session to discuss personnel matters.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain \_\_\_\_

Motion by Jeremy Broadwater, seconded by Donna Dively, to reconvene the regular meeting.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain \_\_\_\_

The Board met in Executive Session from 8:11 p.m. until 9:03 p.m.

**M. PERSONNEL**

1. Motion by Jeremy Broadwater, seconded by Melanie Christner, to approve COVID-19 Special Sick Leave days to be covered for PSERS:

- Employee #5731068
- Employee #3211965
- Employee #9287671
- Employee #8590317
- Employee #7279058
- Employee #7121960
- Employee #7081303

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

Ayes 9 Nays 0 Abstain \_\_\_\_

2. Motion by Melanie Christner, seconded by Cathy Webreck, to approve the following rates for the Summer Learning Academy:

- Coordinator \$50/hour
- Teachers \$45/hour
- Aides \$20/hour

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

Ayes 9 Nays 0 Abstain \_\_\_\_

3. Motion by Jeremy Broadwater, seconded by Melanie Christner, to approve additional extended school year hours for COVID Compensatory Services to be paid by the SECIM/ESSER/IDEA Grants:

- Jayme St. Clair up to 40 hours
- Katy Gibson up to 40 hours
- Courtney Richards up to 40 hours
- Jack Murphy up to 72 hours
- Kim Diehl up to 20 hours
- Maria Murphy up to 22.5 hours

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Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_

4. Motion by Melanie Christner, seconded by Donna Dively, to approve additional extended school year hours for Tonya Brenneman as an aide for COVID Compensatory Services for up to 20 hours to be paid by the SECIM/ESSER Grant.

Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_

5. Motion by Donna Dively, seconded by Cathy Webreck, to approve Erika Stern and Brian Slope as teachers for Lego League for 10 hours each to be paid by EITC funds and supplemented by the ESSER grant.

Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_

6. Motion by Donna Dively, seconded by Cathy Webreck, to approve Joe Shubik as a summer driver's ed class instructor for a maximum of 40 hours and driving, as needed.

Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_

7. Motion by Donna Dively, seconded by Cathy Webreck, to approve Eric Craig for summer driving, as needed.

Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_

8. Motion by Cathy Webreck, seconded by Melanie Christner, to approve the following as mentors at the rate of 2 days per diem for the year per the current BBEA contract:

Marilyn Cornell                      Dante Paul  
Erika Stern                              Courtney Richards

Section 508 vote: all members present voted in the affirmative.  
Ayes 9 Nays 0 Abstain \_\_\_\_\_

9. Motion by Melanie Christner, seconded by Jeremy Broadwater, to approve Tanner Prosser's resignation as Athletic Director effective June 30, 2021. [Exhibit M-1](#)  
All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain \_\_\_\_\_

The Board thanked Tanner for a job well done and wished him the best.

10. Motion by Melanie Christner, seconded by Donna Dively, to approve Deborah Sprowls' resignation as database technician as of June 30, 2021. [Exhibit M-2](#)  
All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain \_\_\_\_\_

The Board thanked Debbie for her dedication and a job well done.

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11. Motion by Donna Dively, seconded by Cathy Webreck, to approve to advertise for any open positions for the 2021-2022 school year.

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

Ayes 9 Nays 0 Abstain \_\_\_\_\_

12. Motion by Donna Dively, seconded by Melanie Christner, to approve the following as teachers for the Summer Library/Makerspace program to be paid from Title 1 Part A/ESSER funds:

Erika Stern

Mandy Cooper

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

Ayes 9 Nays 0 Abstain \_\_\_\_\_

13. Motion by Cathy Webreck, seconded by Jeremy Broadwater, to approve Holly Montgomery as a tutor to be paid by the ESSER II grant.

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

Ayes 9 Nays 0 Abstain \_\_\_\_\_

14. Motion by Melanie Christner, seconded by Donna Dively, to approve the following as overnight chaperones for the Band/Chorus trip to Nashville, TN, pending completion of legal requirements:

Kerry Hersch

Robin Fochtman

Pam Heider

Daniel Heider

Jason Peck

Jill Peck

Goldie Martz

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain \_\_\_\_\_

15. Motion by Donna Dively, seconded by Jeremy Broadwater, to approve Kelsie Mazanowski as a volunteer strength coach.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain \_\_\_\_\_

16. Motion by Donna Dively, seconded by Cathy Webreck, to approve the following as substitutes for extended school year:

Kate Murphy

Erin Bertuzzi

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

Ayes 9 Nays 0 Abstain \_\_\_\_\_



17. Motion by Donna Dively, seconded by Cathy Webreck, to approve the following as teachers for MAKE camp to be paid by EITC funds and supplemented by the ESSER grant:

Mandy Cooper  
Katy Gibson  
Brian Slope  
Erika Stern

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

Ayes 9 Nays 0 Abstain \_\_\_\_\_

18. Motion by Cathy Webreck, seconded by Donna Dively, to approve no more than 6 hours for Roxanna Ritchey to assist with physicals during the summer of 2021.

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

Ayes 9 Nays 0 Abstain \_\_\_\_\_

19. Motion by Jeremy Broadwater, seconded by Donna Dively, to permit administration to pre-approve staff for Summer Learning Academy.

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

Ayes 9 Nays 0 Abstain \_\_\_\_\_

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

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

- Fourth Grade's request to take 35 students to Ice Cream Station and JB Schrock Playground, Berlin, PA, May 26, 2021. No cost to the district.
- Second Grade's request to take 60 students to Chill Out and South Street Playground, Berlin, PA, May 12, 2021. No cost to the district.
- Third Grade's request to take 55 students to Berlin Community Grove, Berlin, PA, May 20, 2021. No cost to the district.
- Rebecca Courtney's request to take 15 students to Ice Cream Station, Berlin, PA, May 24, 2021. Only cost to the district is for substitute wages.

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

Ayes 9 Nays 0 Abstain \_\_\_\_\_

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

- Third Grade's request to take 55 students to JB Schrock Park and Ice Cream Station, Berlin, PA, April 30, 2021. No cost to the district.
- Rachel Prosser's request to take 2 students to All County Girls Basketball Banquet, Somerset Country Club, Somerset, PA, April 28, 2021. No cost to the district.
- Lori Gindlesperger's request to virtually attend PA Federal Programs Conference, May 4 & 5, 2021. Cost - \$125.00. Non-certified non-instructional staff development district.

**"BBSB Board Goals"**

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**O. FACILITIES USE REQUESTS**

Motion by Jeremy Broadwater, seconded by Donna Dively, to approve the following facilities use requests:

- Berlin Area Ministerium’s request to use the auditorium & MS gym, Thursday, May 27, 2021, 6:00-8:30 p.m., Baccalaureate service.
- Berlin Jr. High Volleyball’s request to use the MS gym & MS girls locker room, Monday-Friday, August 16-20 and August 23-27, 2021, 4:00-7:00 p.m., and Monday-Friday, August 30-October 31, 2021, 3:30-5:30 p.m., jr. high volleyball camp and practices and games.
- Berlin Football’s request to use the football field, Sunday, May 23, 2021, 6:00 p.m., recognition of players.
- Berlin Youth Football’s request to use the elementary library, Monday, May 24, 2021, 7:00 p.m., parent meeting.
- Somerset Trust Company’s request to use the MS parking lot and bathrooms, Thursday, June 24, 2021, 11:30 a.m.-6:00 p.m., Senior Drive-Thru Dinner.
- Berlin Elementary’s request to use the elementary computer lab, Makerspace, elementary gym, rooms E013 & 011, Monday-Friday, July 26-30, 2021, 8:00 a.m.-3:00 p.m., MAKE Camp.
- BBSD Foundation’s request to use the HS library, Sunday, June 13, 2021, 7:00 p.m., meeting.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain     

**Facilities Use requests already approved:**

- Berlin Varsity Girls Basketball’s request to use the HS gym, Tuesdays, 7:00-8:30 p.m. and Thursdays, 3:30-5:30 p.m., in April & May, 2021, open gym.
- Berlin Basketball’s request to use the HS gym, Mondays & Thursdays, April & May, 2021, 7:00-9:00 p.m., open gym, MS gym, Monday-Thursday, June & July 2021, 9:00-10:30 a.m., open gym, HS, MS, & Elementary gyms, Monday-Friday, June 21-26, 2021, 10:30 a.m.-1:30 p.m., youth basketball camp, HS & MS gyms, Mondays & Wednesdays starting June 16, 2021 through July 26, 2021, 4:30-10:30 p.m., HS Summer League.
- FFA’s request to use the Ag Shop area, Thursday, April 22, 2021, 6:00-7:00 p.m., rabies clinic.
- Berlin Jr. High Volleyball’s request to use the MS computer lab, Tuesday, May 4, 2021, 5:00-5:30 p.m. and the MS gym & MS girls locker room, Tuesdays and Thursdays, June 1 - July 29, 2021, 4:00-5:30 p.m., volleyball sign up and open gym.
- BBSD Foundation’s request to use the HS library, Sunday, May 2, 2021, 7:00 p.m., meeting.
- BBSD Foundation’s request to use the HS library, Sunday, April 25 & Monday, April 26, 2021, 5:30-9:00 p.m., scholarship interviews.
- Berlin AYSO 416’s request to use the HS soccer field, various dates and times, April 21-June 23, 2021, practices and games.

**P. INFORMATIONAL**

Motion by Cathy Webreck, seconded by Allison Rohrs, to adjourn the meeting.

All members present voted in the affirmative.

Ayes 9 Nays 0 Abstain \_\_\_\_\_

The meeting adjourned at 9:14 p.m.

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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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