

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
BOARD OF DIRECTORS' WORK SESSION MEETING
SEPTEMBER 4, 2025
BOARD ROOM**

The Board of Directors of the Berlin Brothersvalley School District held a meeting on the above date in the board room of the High School. The meeting was called to order by Board President Jenna Ogburn at 6:33 p.m.

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

<u>NO</u> Donna Dively	<u>NO</u> Nathan Menhorn	<u>6:38pm</u> Allison Rohrs
<u>YES</u> Jeff Fisher	<u>YES</u> Norman Menhorn	<u>YES</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, August 14, 2025. [Exhibit G-1](#)
2. Athletic Account, August 31, 2025. [Exhibit G-2](#)
3. Activity Account, August 31, 2025.
4. General, Construction, Capital Reserve, and Investment Accounts, August 31, 2025. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, August 31, 2025. Exhibit G-5

- H. SUPERINTENDENT'S REPORT**

1. Facilities Project Update
2. SCTC All Board Dinner - September 24, 2025 - 6:00 p.m. Please RSVP to Karen by September 5.
3. On-line AP classes
4. Mr. Lauer - signer on bank accounts
5. Colton Custer & Riley Shaffer - Student Representatives to the Board
6. **Softball fence prices.** [Exhibit H-1](#)

Upcoming Meetings: [Board Meeting - Thursday, September 11, 2025-6:30 pm](#)
[Work Session Meeting-Thursday, October 2, 2025-6:30 pm](#)

All meetings will be held in the board room.

- J. BUSINESS ITEMS**

1. Approve the payment of bills as presented on this date. [Exhibit J-1](#)

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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

2. Approve the Letter of Agreement between Behavioral Health Services of Somerset and Bedford Counties, Magellan Behavioral Health, & BBSD as presented. [Exhibit J-2](#)
3. **Approve the following as volunteer groups that are authorized by the District as supporting our students:**
 - Football Boosters**
 - Volleyball Boosters**
 - Basketball Boosters**
 - Baseball Boosters**
 - Track Boosters**
 - Music Boosters**
 - PTSO**
 - Soccer Boosters**
 - Wrestling Boosters**
 - Rifle Boosters**
 - Softball Boosters**
 - Cheerleading Boosters**
 - Berlin Community Grove Association**
 - JB Schrock Community Park**
 - BBSD Foundation**
4. Approve to pay North Star School District a fee of \$2500 to provide physics for the 2025-2026 school year.
5. Approve an agreement with Reschini Group to assist in the completion of reporting requirements of the Affordable Care Act as per exhibit. (Bedford-Somerset Consortium will pay the fee for this service.) [Exhibit J-3](#)

K. INSTRUCTIONAL

L. ADMINISTRATION

1. Approve Riley Shaffer and Colton Custer as Student Representatives to the Board for the 2025-2026 school year.
2. Approve the 2025-2026 bus routes as presented. [Exhibit L-1](#)

M. PERSONNEL

1. Approve the resignation of Ashley Cotter as Senior Class Advisor effective at the start of the 2025-2026 school year. [Exhibit M-1](#)
2. Approve Andrew Chonko as a classroom volunteer pending completion of legal requirements.
3. Approve Kristi Tataleba as a band front volunteer.
4. Approve the following as field trip chaperones pending completion of legal requirements:
 - Amanda Villeneuve
 - Laura Wyant
 - Sara Koval
 - Danielle Brinton
5. **Approve Shelby Coughenour as a volunteer varsity volleyball coach pending completion of legal requirements.**

6. Approve the following as Band volunteers pending completion of legal requirements retroactive to September 5, 2025:
 Brandon Smith
 Stephanie Smith
7. Approve Christine Hardiman's request for September 24-26, 2025, as unpaid days. [Exhibit M-2](#)
8. Approve Peggy Hauger as a Band volunteer pending completion of legal requirements.
9. Approve Greta Durst as a mentor for Emma Mumau, Spanish teacher, at the rate of 2 days per diem for the year per the current BBEA contract.
10. Approve Emma Mumau as the Senior Class Advisor.

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

Approve the following conference/field trip/workshop requests:

- Fifth Grade's request to take 63 students to Young People's Concert by Johnstown Symphony, Pasquerilla Performing Arts Center & Hoss's Steak & Sea House, Johnstown, PA, November 5, 2025. No cost to the district. PTSO will pay for this trip.
- Mark Smith's request to take 64 fifth grade students to SCTC, Somerset, PA, March 4, 2026. Cost - \$250.00. MS Guidance budget.
- Christy McMillen's request to attend PHEAA Financial Aid workshop, Penn State Altoona, Altoona, PA, September 24, 2025. No cost to the district.
- Erin Karwatsky's request to take 12 students to Open Heart Surgery Observation, Allegheny General Hospital, Pittsburgh, PA, November 11, 2025. Cost - \$1023.00. BBSD Foundation Grant & Science budget.
- Amy Gair & Destiny DiRado's request to attend K-12 SAP Training, Saint Vincent College, October 30 & 31, 2025. No cost to the district. Saint Vincent College Prevention Projects will cover the cost of the training and \$150/day for substitute wages.

Conference/Field Trip/workshop requests already approved:

- Fourth Grade's request to take 67 students to Mountain Craft Days, Somerset, PA, September 5, 2025. No cost to the district. PTSO will pay for this trip.

O. FACILITIES USE REQUESTS

Approve the following facilities use requests:

- NJHS/NHS request to use the auditorium and hallway behind auditorium, Wednesday, October 15, 2025, 6:00-9:00 p.m., Induction Ceremony.
- Berlin Baseball's request to use the HS baseball field, Wednesdays in September & October 2025, 6:00-8:00 p.m., baseball open fields.
- Berlin Travel Boosters' request to use the elementary library, Thursday, September 25, 2025, 2:30-4:30 p.m., fundraiser sorting & pick-up.
- Alive Student Ministries' request to use the HS and Elementary flag poles, Wednesday, September 24, 2025, 7:45-8:00 a.m., See You at the Pole.

- BBSD’s request to use the football field, Wednesday, September 24, 2025, 7:00-8:00 p.m., Reading Under the Lights.
- Berlin Baseball’s request to use the MS gym, Wednesdays, December 2025-February 2026, 7:00-8:30 p.m. and Sundays, December 2025-February 2026, 5:00-7:00 p.m., voluntary batting cage practice.
- Berlin Girls Varsity Soccer’s request to use the MS gym, Thursdays, December 4, 11, 18, 2025, January 8, 15, 22, & 29, February 5, 12, & 19, 2026, 6:30-8:00 p.m., indoor soccer.

Facilities Use requests already approved:

- Berlin Youth Cheer’s request to use the HS front lawn, Thursday, August 21, 2025, 6:00-7:00 p.m., pictures.
- Berlin Youth Cheer’s request to use the blacktop on elementary playground, Wednesdays in August, September & October 2025, 5:00-6:00 p.m., practice.
- Berlin Travel Boosters’ request to use MS room 004, Monday, September 8, 2025, 6:00-7:00 p.m., boosters meeting.
- Berlin Youth Football’s request to use the football stadium & baseball outfield, Saturdays, September 6, 2025, 6:00-9:00 p.m., September 27, 2025, 8:30 a.m.-1:00 p.m., October 11, 2025, 8:30 a.m.-1:00 p.m., & October 18, 2025, 8:30 a.m.-1:00 p.m., Berlin Youth Football games.
- Berlin Basketball’s request to use the MS gym, Thursday, September 11, 2025, 3:30-5:30 p.m., & the HS gym, Thursday, September 18, 2025, 3:30-6:00 p.m., workouts.

P. INFORMATIONAL

COMMENTS FROM THE PUBLIC

Motion by Jeff Fisher, seconded by J.T.Kline, to adjourn to Executive Session to discuss personnel matters at 7:53pm.

All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain 0

Motion by Tom Smith, seconded by Cathy Webreck, to reconvene the meeting.

All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain 0

The meeting ended at 8:22pm.

Rachel Prosser
Board Secretary

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