

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
FEBRUARY 12, 2026
BOARD ROOM**

The Board of Directors of the Berlin Brothersvalley School District held a board 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 6:35 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> Josh Milburn	<u>YES</u> Tom Smith
<u>YES</u> J.T. Kline	<u>YES</u> Jenna Ogburn	<u>YES</u> Craig Stiffler
<u>YES</u> Brian Leonard	<u>NO</u> Allison Rohrs	<u>YES</u> Cathy Webreck

E. COMMENTS FROM THE PUBLIC

F. APPROVAL OF THE AGENDA

Motion by J.T.Kline, seconded by Brian Leonard, to approve the agenda as presented on this date.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain

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

Motion by Craig Stiffler, seconded by Cathy Webreck, to approve the following minutes and financial reports as presented on this date.

1. Regular Board Meeting, January 15, 2026. [Exhibit G-1](#)
2. Athletic Account, January 31, 2026. [Exhibit G-2](#)
3. Activity Account, January 31, 2026. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, January 31, 2026. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, January 31, 2026. [Exhibit G-5](#)
6. Work Session Meeting, February 4, 2026. [Exhibit G-6](#)

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain

H. SUPERINTENDENT'S REPORT

1. Stadium & gym lighting

1

“BBSD Board Goals”

1. Promote academic growth throughout the student population
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Upcoming Meetings: Work Session Meeting-Thursday, March 5, 2026 - 6:30 p.m.
Board Meeting - Thursday, March 12, 2026 - 6:30 p.m.

All meetings will be held in the board room.

I. STUDENT MEMBER TO THE BOARD REPORT

Riley Shaffer
Colton Custer

J. BUSINESS ITEMS

1. Motion by Donna Dively, seconded by Cathy Webreck, to approve the payment of bills as presented on this date. [Exhibit J-1](#)

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

2. Motion by Brian Leonard, seconded by Josh Milburn, to approve to advertise for bids for a new tractor, milk, bread, gas, and salt suppliers and snow removal services.

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

3. Motion by Donna Dively, seconded by Cathy Webreck, to approve to adopt the proposed Secondary budget for the fiscal year 2026-2027 of the Somerset County Technology Center in the amount of \$6,847,875.00. [Exhibit J-2](#)

YES Donna Dively YES Josh Milburn YES Tom Smith
YES J.T. Kline YES Jenna Ogburn YES Craig Stiffler
YES Brian Leonard ABS Allison Rohrs YES Cathy Webreck

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

4. Motion by Tom Smith, seconded by Donna Dively, to approve to adopt the proposed Adult budget for the fiscal year 2026-2027 of the Somerset County Technology Center in the amount of \$750,000. [Exhibit J-3](#)

YES Donna Dively YES Josh Milburn YES Tom Smith
YES J.T. Kline YES Jenna Ogburn YES Craig Stiffler
YES Brian Leonard ABS Allison Rohrs YES Cathy Webreck

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

5. Motion by Cathy Webreck, seconded by Craig Stiffler, to approve an updated resolution of the Berlin Brothersvalley School District to file a Commonwealth Financing Authority Public School Facility Grant Fund grant request with the Pennsylvania Department of Community and Economic Development.

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[Exhibit J-4](#)

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

K. INSTRUCTIONAL

L. ADMINISTRATION

1. Motion by [Cathy Webreck](#), seconded by [Donna Dively](#), to approve to adopt policy No. 810.3 - "School Vehicle Drivers". [Exhibit L-1](#)

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

2. Motion by [Cathy Webreck](#), seconded by [Donna Dively](#), to approve to adopt revised policy No. 610 - "Purchases Subject to Bid". [Exhibit L-2](#)

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

3. Motion by [Cathy Webreck](#), seconded by [Brian Leonard](#), to approve to adopt revised policy No. 611 - "Purchases Budgeted". [Exhibit L-3](#)

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

4. Motion by [Tom Smith](#), seconded by [Cathy Webreck](#), to approve an affiliation agreement for student clinical placement and instruction between Gannon University and BBSD as presented. [Exhibit L-4](#)

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

5. Motion by [Brian Leonard](#), seconded by [Craig Stiffler](#), to approve to authorize administration to dispose of the John Deere F1145 tractor in the best manner possible.

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

6. Motion by [Josh Milburn](#), seconded by [Tom Smith](#), to approve the 2026-2027 BBSD calendar as per exhibit. [Exhibit L-5](#)

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

7. Motion by [Cathy Webreck](#), seconded by [Donna Dively](#), to approve four members of the Varsity Rifle Team to attend the State Championships at Dubois on Sunday, February 22, 2026.

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

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M. PERSONNEL

1. Motion by Donna Dively, seconded by Cathy Webreck, to approve Tim Sprowls' request for January 21-23, 2026, as days off without pay. [Exhibit M-1](#)
Section 508: All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____

2. Motion by Donna Dively, seconded by Cathy Webreck, to approve the following as Musical volunteers pending completion of legal requirements retroactive to January 17, 2026:
Joe Kush
Heather Kush
Section 508: All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____

3. Motion by Cathy Webreck, seconded by Donna Dively, to approve changing Maria Murphy's retirement date to August 15, 2027. [Exhibit M-2](#)
Section 508: All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____

4. Motion by Tom Smith, seconded by Donna Dively, to approve to advertise for any open positions for the 2026-2027 school year.
Section 508: All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____

5. Motion by Cathy Webreck, seconded by Josh Milburn, to approve the following as extra-curricular van drivers:
George Childers
Steve Zorn
Rachel Prosser
Katie Flick
Justin Broadwater
Justin Poorbaugh
Eric Johnson
Tanner Prosser
Jake Zorn
Maria Murphy
Section 508: All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____

6. Motion by Tom Smith, seconded by Donna Dively, to approve Maddie Marker as the Lego League Advisor at \$28.50/hour for up to 25 hours.
Section 508: All members present voted in the affirmative.
Ayes 8 Nays 0 Abstain _____

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7. Motion by Donna Dively, seconded by Craig Stiffler, to approve Mandy Cooper as a Scholastic Quiz advisor.

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

8. Motion by Cathy Webreck, seconded by Brian Leonard, to approve Maddie Marker as head cheerleading coach.

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

9. Motion by Donna Dively, seconded by Tom Smith, to approve a change in position for Emma Mumau from assistant JH softball coach to head JH softball coach.

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

10. Motion by Donna Dively, seconded by Cathy Webreck, to approve Jill Carlson’s request for January 28, 29, & 30, 2026, as days off without pay. [Exhibit M-3](#)

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

11. Motion by Tom Smith, seconded by Donna Dively, to approve the following staff for the “Beyond the Bell Afterschool Program” to be paid by a BBSD Foundation grant:

Teachers at \$28.50/hour

Heather Kush	no more than 32 hours
Laika Zarefoss	no more than 32 hours
Holly McKenzie	no more than 32 hours
Joe Shubik	no more than 32 hours
Rebecca Courtney	no more than 32 hours
Amanda Stiffler	no more than 48 hours
Marilyn Cornell	no more than 48 hours
Krista Cramer	no more than 48 hours

Aides at \$15.50/hour

Teisha Cooney	no more than 32 hours
Kerry Hersch	no more than 32 hours
Marlaina Shaffer	no more than 32 hours
Maddie Marker	no more than 32 hours
Chris Hardiman	no more than 32 hours

Section 508: All members present voted in the affirmative with 1 abstention.

Ayes 7 Nays 0 Abstain 1 Craig Stiffler abstained.

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12. Motion by Cathy Webreck, seconded by Tom Smith, to approve Laika Zarefoss as a homebound instructor.

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

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

- Third Grade’s request to take 47 students to Kamin Science Center, Pittsburgh, PA, May 7, 2026. A grant from Kamin Science Center will pay for the admission tickets. PTSO will cover the cost of the busing and additional chaperone tickets.
- Katherine Spiri’s request to take 90 students to Altoona Curve game, Altoona, PA, May 20, 2026. Student payment & Choral Boosters will pay for this trip.
- Amanda Dowdy’s request to take 10 students to Senator for a Day with Pat Stefano, Crossroads Bible Church, Bedford, PA, March 12, 2026. Cost - \$186.00 - BBSD Foundation grant will pay for this trip.
- Forensics’ request to take 9 students to Regional Forensics, St. Francis University, Loretto, PA, March 2 & 3, 2026. Cost - \$100. Forensics budget.
- Kim Diehl & Christy McMillen’s request to take 12-24 students to Interscholastic Competition-Elementary, Forest Hills School District, April 14, 2026. Cost - \$779.96. Reading Competition budget.
- Chris Fabyanic, Kim Diehl, & Christy McMillen’s request to take 12-24 students to Interscholastic Reading Competition, Forest Hills School District, April 15, 2026. Cost - \$1060.77. Reading Competition budget.
- Mandy Cooper’s request to take 8 students to Somerset County Scholastic Quiz competition, Somerset High School, March 18, 2026. Cost - \$466.00. Scholastic Quiz budget.
- Matt Webreck/FFA’s request to take 4 students to PA FFA State Legislative Leadership Conference, Harrisburg, PA, March 22-24, 2026. Cost - \$1720.00. FFA Transportation budget.

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain _____

Conference/Field Trip/workshop requests already approved:

O. FACILITIES USE REQUESTS

Motion by Donna Dively, seconded by Josh Milburn, to approve the following facilities use requests:

- BBSD Foundation’s request to use the board room, Sunday, March 22, 2026, 6:00 p.m., meeting.
- BBSD Foundation’s request to use the HS library, Monday, April 20, 2026 & Tuesday, April 21, 2026, 6:00 p.m., scholarship interviews.

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- Berlin Youth Football’s request to use the MS gym, Saturday, April 11, 2026, 8:30 a.m.-12:00 p.m., pizza/sub fundraiser pick-up.
- Berlin Youth Football’s request to use the elementary library, Wednesday, March 18, 2026, 6:30-7:30 p.m., registration.
- Berlin Girls Soccer’s request to use the MS gym, Thursday, February 26, 2026, 6:30-8:00 p.m., indoor soccer.
- Adam Angermeier’s request to use the elementary gym, Friday, February 13, 2026, 3:30-4:30 p.m., baseball practice.

Section 508: All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain

Facilities Use requests already approved:

- Berlin Travel Boosters’ request to use MS room 004, Monday, February 9, 2026, 6:00-7:00 p.m., meeting.
- Berlin Youth Football’s request to use the elementary library, Thursday, January 29, 2026, 5:30-8:00 p.m., board meeting.

J.B. Schrock Community Park

P. INFORMATIONAL

Motion by Brian Leonard, 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 Cathy Webreck, seconded by Donna Dively, to reconvene the regular meeting.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain

The directors met in Executive Session from 7:22 to 8:43 p.m.

Motion by Tom Smith, seconded by Brian Leonard, to adjourn the meeting.

All members present voted in the affirmative.

Ayes 8 Nays 0 Abstain

The meeting was adjourned at 8:44 p.m.

Rachel Prosser
Board Secretary

<p>7</p> <p>“BBSD Board Goals”</p> <p>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</p>

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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