

BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' WORK SESSION MEETING MINUTES
MAY 7, 2026
BOARD ROOM
6:30 PM

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 6:53 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>Phone</u> J.T. Kline	<u>YES</u> Jenna Ogburn	<u>YES</u> Craig Stiffler
<u>YES</u> Brian Leonard	<u>YES</u> Allison Rohrs	<u>YES</u> Cathy Webreck

F. REVIEW OF THE AGENDA

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

1. Regular Board Meeting, April 9, 2026. [Exhibit G-1](#)
2. Athletic Account, April 30, 2026. [Exhibit G-2](#)
3. Activity Account, April 30, 2026. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, April 30, 2026. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, April 30, 2026. [Exhibit G-5](#)
6. Budget Meeting Minutes, April 28, 2026. [Exhibit G-6](#)

H. SUPERINTENDENT'S REPORT

1. PCCD School Safety & Security Report - Tim Sprowls
2. Facilities Project Update
3. SitelogIQ Assessment
4. Awards Assemblies: HS - May 21 - 9:00 a.m.
MS - May 21 - 1:00 p.m.
5. North Star van agreement
6. Graduation - Thursday, May 28, 2026 - 7:00 p.m.

Upcoming Meetings: Board Meeting - Thursday, May 14, 2026 - 6:30 p.m.
All meetings will be held in the Board room.

“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

J. BUSINESS ITEMS

- Approve the payment of bills as presented on this date. [Exhibit J-1](#)
- Nominate _____ as Board Treasurer for a one-year term, July 1, 2026 through June 30, 2027.
- Close nominations for Board Treasurer.
- Approve _____ as Board Treasurer for a one-year term, July 1, 2026 through June 30, 2027.
- Approve the following School depositories for the 2026-27 school year: First National Bank, Somerset Trust, Pennsylvania School District Liquid Asset Fund (PSDLAF), Pennsylvania Local Government Investment Trust (PLGIT), PNC Bank, and AmeriServe.
- Approve a resolution calling for increased state funding as presented. [Exhibit J-2](#)
- Approve a Nondisclosure agreement with Margie Zorn as a District search consultant at no cost to the district. [Exhibit J-3](#)
- Approve the Letter of Agreement for day treatment and educational services between BBSD and Extended Family Programs, Inc. and Appalachia Intermediate Unit 08 for the 2026-2027 school year as per exhibit (cost increased from \$108 to \$112 per day) [Exhibit J-4](#)
- Approve a Waterfront Learning Services Agreement between Allegheny Intermediate Unit and BBSD for the 2026-2027 school year as presented. (cost increased from \$1000 to \$1100 & \$2500 to \$2750) [Exhibit J-5](#)
- Approve Section 511/679 taxes for the 2026-27 school year (per capita - \$10; occupation tax - \$10; earned income tax - ½ of 1%; real estate transfer tax - ½ of 1%).
- Tentatively set and approve the Real Estate Millage for the 2026-27 school year at ____ mils. [Exhibit J-6](#)
- Approve a tentative budget for the 2026-2027 school year with estimated revenues of \$14,139,907 and estimated expenditures of \$15,587,652 and place on the table for public inspection for 30 days. [Exhibit J-7](#) & [Exhibit J-8](#)
- Approve the Business Manager, using Board approved depositories, to transfer money between accounts, as needed, during the 2026-27 school year to optimize interest for the District.
- Approve _____, as the bread supplier for the 2026-2027 school year. [Exhibit J-9](#)
- Approve _____ as the milk supplier for the 2026-2027 school year. [Exhibit J-10](#)
- Approve to dispose of the manlift in the best manner possible.
- Approve an agreement for the 2026-2027 school year with the World of Learning Extended Campus Program at Appalachia Intermediate Unit 8 and BBSD as presented. [Exhibit J-11](#)
- Approve to obtain a Facility Condition Assessment with SitemogIQ for a fee of \$6000. [Exhibit J-12](#)
- Approve to advertise for bids for football stadium lighting fixtures.

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- Approve the athletic complex naming rights agreement with Center Rock Inc. as presented. [Exhibit J-13](#)
- Approve awarding the bid for snow removal services to T. Walker’s Excavating for the 2026-2027 school year at the rates presented. (costs increased/decreased from Skid Steer rates - \$110 to \$140/hour, Ford F-250 rates - \$100 to \$120/hour & salting - \$300 to \$250/salting.) [Exhibit J-14](#)
- Approve awarding the bid for gasoline to Berlin Oil Company, Inc. for the 2026-2027 school year at the rates presented. (cost increased from \$2.1748 to \$3.237/gallon) [Exhibit J-15](#)

K. INSTRUCTIONAL

- Approve a cooperative agreement between Saint Francis University and BBHS to establish a cooperative academic program entitled College in High School for the 2026-2027 school year. [Exhibit K-1](#)

L. ADMINISTRATION

- Approve the final graduation list pending students meeting all graduation requirements. Exhibit L-1
- Approve the 2026-2029 Comprehensive Plan as presented. [Exhibit L-2](#)

M. PERSONNEL

1. Approve the following as field trip chaperones pending completion of legal requirements:

Laura Bailey
 Danielle Bittner
 Teisha Cooney
 Cassandra Dively
 Michelle Forry
 Marlana Hart
 Bethany Hayman
 Tracy Henry
 Bri Knieriem
 Mandi Koval
 Jessica McKenzie
 Lindsay Menhorn
 Melissa Moore
 Alyssa Richter
 Jessica Sechler
 Amanda Shaffer
 Brandy Shepley
 Sharon Speicher
 Katie Spiri
 Erin VanGilder
 Megan Lamens

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Laura Wyant
Sarah Koval
Danielle Brinton

2. Approve Tim Sprowls' request for April 23-24, 2026, May 1, 5, & 6, 2026, as days off without pay. [Exhibit M-1](#)
3. Approve the following teachers for Extended School Year at a rate of \$28.50/hour to be paid by IDEA-B and District funds:
 - Kim Diehl up to 65 hours
 - Amy Gair up to 65 hours
 - Holly McKenzie up to 65 hours
 - Maddie Marker up to 65 hours
 - Maria Murphy up to 65 hours
 - Laika Zarefoss up to 65 hours
 - Jack Murphy up to 65 hours
 - Kate Murphy Substitute - up to 30 hours
 - Andrea Milburn up to 20 hours
4. Approve the following as aides for Extended School Year at the rates specified to be paid by IDEA-B and District funds:
 - Keira Gair up to 65 hours \$11.50/hour
 - Laurel Cornell up to 32.5 hours \$11.50/hour
 - Dustin Shroyer up to 75 hours (bus aide) \$11.50/hour
 - Kira Milburn up to 32.5 hours \$11.50/hour
 - Kate Murphy Substitute - up to 30 hours \$11.50/hour
 - Cassie Moyer-van aide up to 40 hours regular rate of pay
5. Approve the following as extra-curricular van drivers:
 - Luke Dowdy
 - Josh Milburn
 - Gloria Weighley
 - Jim Maddy
 - Emma Mumau
 - Kyle Courtney
 - Brian Slope
 - Chayse Hyatt
 - Colton Yeager
6. Approve the agreement with the Pennsylvania State University College of Agricultural Sciences for Student Teaching for Heather Brumbaugh pending completion of legal requirements. [Exhibit M-2](#)
7. Approve _____ of _____ as a special education teacher starting with the 2026-2027 school year on step __ of the current BBEA contract pending completion of legal requirements.
8. Approve _____ of _____ as an English teacher starting with the 2026-2027 school year on step _ of the current BBEA contract pending completion of legal requirements.

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9. Approve Rachel Heckman to do 10 hours of classroom observations with the high school physical education department pending completion of legal requirements.

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

Motion by _____, seconded by _____, to approve the following conference/field trip/workshop requests:

- Debra Orendorf’s request to have one student attend NCFL Grand National Tournament, Washington DC, May 22-24, 2026. Cost - \$948.73. Forensics budget.
- Emma Mumau’s request to take 8 students on Senior Class trip, Poconos, PA, May 18-20, 2026. Cost - \$2710.43. Students will pay for this trip.
- Doug Paul’s request to attend ICC Spring Meeting, Altoona, PA, May 19, 2026. No cost to the district.
- Matt Webreck’s request to take 10 students to JB Schrock Community Playground, Berlin, PA, May 22, 2026, to do mulching and landscaping. Only cost is for substitute wages.

Conference/Field Trip/workshop requests already approved:

- Matt Webreck’s request to take 40 students to Fish Habitat Day with PA Fish & Boat Commission, Lake Somerset & Quemahoning Dam, May 6, 2025. Cost - \$415.02. FFA Transportation.
- Rachel Prosser’s request to take the Varsity Girls Basketball Team to the State Capitol, Harrisburg, PA, May 6, 2026. Cost - \$100. Athletic budget.
- Jessica Hemminger, Inez O’Donnell, & Heather Kush’s request to attend Water Cycle & Runoff, Shawnee State Park, May 14, 2026. Cost - \$250-substitute wages.
- Matt Webreck’s request to take 10 students to Berlin Borough Building to set up for FFA Banquet, May 12, 2026. No cost to the district.

O. FACILITIES USE REQUESTS

Motion by _____, seconded by _____, to approve the following facilities use requests:

- Berlin Basketball’s request to use the MS & Elem. gyms, June 1, 2026, 8:30 a.m.-3:00 p.m., and HS, MS, & Elem. gyms, June 15 & 16, 29 & 30, 2026, 8:30 a.m.-1:00 p.m., Break the Mold camps, HS, MS, & Elem. gyms, July 6-9, 2026, 10:30 a.m.-1:00 p.m., youth camp, MS gym, June 2-July 24, 2026, 9:00-10:30 a.m., open gym.
- Berlin Brethren Church’s request to use the MS parking lot, Wednesday, July 29, 2026, 6:30 a.m.-6:30 p.m., parking for bus trip to Lancaster, PA.
- BBSD Foundation’s request to use the board room, Sunday, June 7, 2026, 7:00 p.m., meeting.
- Berlin Ministerial’s request to use the auditorium & room 103, Wednesday, May 27, 2026, 7:00 p.m., Baccalaureate.

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Facilities Use requests already approved:

- Berlin Travel Boosters’ request to use MS room 004, Monday, April 20, 2026, 6:00-7:00 p.m., meeting.
- Berlin Wrestling Boosters’ request to use the elementary library, Wednesday, April 22, 2026, 6:30 p.m., booster meeting.

JB Schrock Community Park

P. INFORMATIONAL

1. Policy 626 - Procurement - Federal Programs attachment. [Exhibit P-1](#)

COMMENTS FROM THE PUBLIC

Motion by Tom Smith, seconded by Donna Dively, to adjourn to Executive Session to discuss personnel matters.

Ayes 9 Nays 0 Abstain

Motion by Brian Leonard, seconded by Josh Milburn, to reconvene the work session meeting.

Ayes 9 Nays 0 Abstain

The meeting was adjourned at 9:15 p.m..

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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