

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
JUNE 16, 2026
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 building. The meeting was called to order by Board President Jenna Ogburn at 6:32 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>NO</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 Cathy Webreck, seconded by Donna Dively, to approve the agenda as presented on this date.

Ayes 7 Nays 0 Abstain _____

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

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

1. Regular Board Meeting, May 14, 2026. [Exhibit G-1](#)
2. Athletic Account, May 31, 2026. [Exhibit G-2](#)
3. Activity Account, May 31, 2026. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, May 31, 2026. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, May 31, 2026. [Exhibit G-5](#)
6. Special Voting Meeting, June 4, 2026. [Exhibit G-6](#)
7. Work Session Meeting, June 4, 2026. [Exhibit G-7](#)

Ayes 7 Nays 0 Abstain _____

H. SUPERINTENDENT'S REPORT

1. Insurance Quote Proposal - Deductible information.
2. Policy No. 204 - Attendance - Revisions
3. Extra-Curricular Salary Schedule.

1

“BBSD Board Goals”

1. Promote academic growth throughout the student population
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5. Maintain fiscal solvency relative to district demographics

Upcoming Meetings: Board Meeting - Thursday, July 9, 2026 - 6:30 p.m.
Work Session - Thursday, August 6, 2026 - 6:30 p.m.
Board Meeting - Thursday, August 13, 2026 - 6:30 p.m.

All meetings will be held in the board room.

J. BUSINESS ITEMS

1. Motion by Cathy Webreck, seconded by Craig Stiffler, to approve the payment of bills as presented on this date. [Exhibit J-1](#)
 Ayes 7 Nays 0 Abstain _____

2. Motion by Tom Smith, seconded by Cathy Webreck, to bring back to the table Section 511/679 taxes for the 2026-2027 school year.
 Ayes 7 Nays 0 Abstain _____

3. Motion by Tom Smith, seconded by Craig Stiffler, for final approval of Section 511/679 taxes for the 2026-2027 school year (per capita - \$10; occupation tax - \$10; earned income tax - ½ of 1%; real estate transfer tax - ½ of 1%).
 Ayes 7 Nays 0 Abstain _____

4. Motion by Tom Smith, seconded by Cathy Webreck, to bring back to the table the Real Estate Millage for the 2026-2027 school year.
 Ayes 7 Nays 0 Abstain _____

5. Motion by Tom Smith, seconded by Cathy Webreck, for final approval of the Real Estate Millage for the 2026-2027 school year at 37.98 mils.

<u>YES</u> Donna Dively	<u>YES</u> Josh Milburn	<u>YES</u> Tom Smith
<u>NO</u> J.T. Kline	<u>YES</u> Jenna Ogburn	<u>YES</u> Craig Stiffler
___ Brian Leonard	___ Allison Rohrs	<u>YES</u> Cathy Webreck

 Ayes 6 Nays 1 Abstain _____ Motion carries.

6. Motion by Tom Smith, seconded by Donna Dively, to bring back to the table the tentative budget for the 2026-2027 school year.
 Ayes 7 Nays 0 Abstain _____

7. Motion by Tom Smith, seconded by Cathy Webreck, to approve a final operating budget for the 2026-2027 school year with estimated revenues of \$14,323,175 and estimated expenditures of \$16,500,312. [Exhibit J-2](#)
 Ayes 7 Nays 0 Abstain _____

8. Motion by Cathy Webreck, seconded by Donna Dively, for approval for the Business Manager to assign fund balance as needed.
 Ayes 7 Nays 0 Abstain _____

<p>2</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>

9. Motion by Tom Smith, seconded by Donna Dively, to approve the following breakfast and lunch prices for the 2026-2027 school year:

Adult Breakfast	\$3.15
Adult Lunch	\$5.15

Ayes 7 Nays 0 Abstain _____

10. Motion by Tom Smith, seconded by Cathy Webreck, to approve the Memorandum of Understanding for the 2026-2027 school year between Nulton Diagnostic & Treatment Center & BBSD as presented. (cost increased from \$135/day to \$154.50/day) [Exhibit J-3](#)

Ayes 7 Nays 0 Abstain _____

11. Motion by Tom Smith, seconded by Cathy Webreck, to approve the School Van Rental Agreement between BBSD and North Star School District as presented retroactive to May 22, 2026. [Exhibit J-4](#)

Ayes 7 Nays 0 Abstain _____

12. Motion by Cathy Webreck, seconded by Donna Dively, to approve the 2026 Homestead and Farmstead Exclusion Resolution as presented. [Exhibit J-5](#)

Ayes 7 Nays 0 Abstain _____

13. Motion by Tom Smith, seconded by JT Kline, to approve Addendum #9 to the contractual agreement between Pressley Ridge Johnstown and BBSD as presented. (cost increased from \$18900 to \$19750/semester) [Exhibit J-6](#)

Ayes 7 Nays 0 Abstain _____

14. Motion by Tom Smith, seconded by Cathy Webreck, to remove Mr. Eric Lauer as an authorized signer and replace with Dr. Casey Long on all Berlin Brothersvalley School District bank accounts.

Ayes 7 Nays 0 Abstain _____

15. Motion by Cathy Webreck, seconded by Craig Stiffler, to approve the School District's Package Insurance Policy for the 2026-2027 school year through BDH/Konhaus Insurance Agency as per exhibit. [Exhibit J-7](#)

Ayes 7 Nays 0 Abstain _____

16. Motion by Tom Smith, seconded by Craig Stiffler, to approve the PSBA Policy Services Agreement between PSBA and BBSD as presented.

[Exhibit J-8](#)

Ayes 7 Nays 0 Abstain _____

17. Motion by Tom Smith, seconded by Cathy Webreck, to approve an agreement between Bedford-Somerset Developmental and Behavioral Services from July 1,

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2026-June 30, 2027. (rates increased from \$17.97/unit to \$18.75/unit) [Exhibit J-9](#)
Ayes 7 Nays 0 Abstain _____

K. INSTRUCTIONAL

L. ADMINISTRATION

1. Motion by Cathy Webreck, seconded by Donna Dively, to appoint Jenna Ogburn as voting delegate for the PSBA 2026 Delegate Assembly.
Ayes 7 Nays 0 Abstain _____
2. Motion by Cathy Webreck, seconded by Donna Dively, to approve the Cooperative Agreement between Berlin Brothersvalley High School and Mount Aloysius College for the 2026-2027 school year as presented. [Exhibit L-1](#)
Ayes 7 Nays 0 Abstain _____
3. Motion by Cathy Webreck, seconded by Craig Stiffler, to place revised policy No. 204 - Attendance on the table for public inspection for 30 days. [Exhibit L-2](#)
Ayes 7 Nays 0 Abstain _____
4. Motion by Tom Smith, seconded by JT Kline, to approve the Memorandum of Understanding between Pennsylvania State Police & Berlin Borough Police and BBSD as presented. [Exhibit L-3](#) & [Exhibit L-4](#)
Ayes 7 Nays 0 Abstain _____

M. PERSONNEL

1. Motion by Cathy Webreck, seconded by Donna Dively, to approve the special education secretary stipend of \$2500 for Jill Marker for the 2026-2027 school year.
Ayes 7 Nays 0 Abstain _____
2. Motion by Donna Dively, seconded by Craig Stiffler, to approve the substitute calling stipend of \$5000 for Beth Hoover for the 2026-2027 school year.
Ayes 7 Nays 0 Abstain _____
3. Motion by Donna Dively, seconded by Cathy Webreck, to approve a stipend of \$2500 for Turner Paul as BBSD Cyber Coordinator for the 2026-2027 school year.
Ayes 7 Nays 0 Abstain _____
4. Motion by Tom Smith, seconded by JT Kline, to approve Teisha Cooney's request for the following as unpaid days: November 6 & 7, 2025, April 27, May 15, & May 28, 2026. [Exhibit M-1](#)
Ayes 7 Nays 0 Abstain _____

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5. Motion by Josh Milburn , seconded by Craig Stiffler, to approve Jennifer Charlton’s request for the following as unpaid days: April 29 & 30, and May 7, 2026. [Exhibit M-2](#)
 Ayes 7 Nays 0 Abstain _____

6. Motion by Donna Dively, seconded by Josh Milburn, to approve Holly Montgomery Carney’s letter of resignation as High School Biology teacher at the completion of the 2025-2026 school year. [Exhibit M-3](#)
 Ayes 7 Nays 0 Abstain _____

7. Motion by Donna Dively, seconded by Craig Stiffler, to 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
Riley Chase	Substitute - up to 30 hours
Andrea Milburn	up to 20 hours

Ayes 6 Nays 0 Abstain 1 Josh Milburn abstained.

8. Motion by Donna Dively, seconded by JT Kline, to 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
Teisha Cooney	Substitute - up to 25 hrs.	regular rate of pay
Cassie Moyer-van aide	up to 40 hours	regular rate of pay

Ayes 5 Nays 0 Abstain 2 Josh Milburn & Cathy Webreck abstained.

9. Motion by Tom Smith, seconded by Donna Dively, to approve the following as Marching Band Staff for the 2026-2027 school year pending completion of legal requirements:

Brittany Henigin	Marching Band Instructor
Doug Spiri	Assistant Marching Band Instructor
Jayne St. Clair	Percussion Instructor

Ayes 7 Nays 0 Abstain _____

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10. Motion by Donna Dively, seconded by JT Kline, to approve the following as volunteers for Marching Band pending completion of legal requirements:

Erin VanGilder
Stephanie Waydo
Kayla Werner
Amy Gair
Jeannette Landis
Steve Landis
Stephanie Smith
Brandon Smith
Kristina Hoover
Peggy Hauger

Ayes 7 Nays 0 Abstain _____

11. Motion by Donna Dively, seconded by Josh Milburn, to approve the resignation of Nathan Beam, 6th grade science and social studies teacher. [Exhibit M-4](#)

Ayes 7 Nays 0 Abstain _____

12. Motion by Donna Dively, seconded by Cathy Webreck, to approve Jill Carlson’s request for the following as unpaid days: March 26, March 27, May 1, & May 22, 2026. [Exhibit M-5](#)

Ayes 7 Nays 0 Abstain _____

13. Motion by Josh Milburn, seconded by Cathy Webreck, to approve the following Fall sports coaches for the 2026-2027 school year pending completion of legal requirements:

Football

Head Coach – Dante Paul
1st Assistant – Isaiah Paul (Head JV Coach, Wide Receivers, Ass’t. DC)
2nd Assistant – Bob Bowers (Offensive Coordinator/Running Backs)
3rd Assistant – Brentson Harding (Assistant JV Coach, Quarterbacks, Cornerbacks)
4th Assistant – Jon Hale (JH Head Coach)
5th Assistant – Sam Dively (Offensive Line & Defensive Line)
6th Assistant – Tom Dorcon (Quarterbacks)
7th Assistant – Tanner Coughenour (Offensive Line & Linebackers)
8th Assistant – Preston Foor (JH Assistant Coach)
9th Assistant – Heath Berkey (JH Assistant Coach)

Volunteer – Scott Ressler (JV Helper)
Volunteer – Collin Stoltzfus (Varsity Offensive & Defensive Line)
Volunteer – Joe Shubik (Varsity Wide Receivers & Defensive Backs)
Volunteer – Alex Charlton (Varsity/H20)
Volunteer – Nick Crites (Varsity Offensive & Defensive Line)

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Volunteer – Brody Moore (Varsity Linebackers)

Volunteer – Brett Hankinson (JH Volunteer)

Volunteer – Justin Gerber (JH Volunteer)

Volunteer – Ben Hay (JH Volunteer)

Volunteer – Cody Kimmel (JH Volunteer)

Strength Training

Head – Dante Paul

Volleyball

Varsity Head Coach – Corey Will

Assistant – Julie Petro

Volunteer – Megan Lamens-Baker

Volunteer – Shelby Coughenour

JH Head Coach – Tess Stewart

Assistant –

Volunteer – Haley Rexroth

Volunteer – Amanda Stiffler

Boy’s Soccer

Head Coach – Kyle Courtney

Assistant – Dave Shaffer

Volunteer – Andrea Robbins

Volunteer – Nathan Menhorn

Volunteer – Mike Harbaugh

Girl’s Soccer

Head Coach – Turner Paul

Assistant – Kelsey Buza

Volunteer – Marshal Engleka

Volunteer – Lauren Lambert

Junior High Soccer

Head Coach – Cody Armstrong

Assistant – Teckla Miller

Volunteer – Rebecca Bowersox Guido

Volunteer – Hannah Serball

Volunteer – Jordan Crist

Cheerleading

Head Coach – Maddie Marker

Volunteer – Teisha Cooney

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Volunteer – Alyssa Meyers
Ayes 6 Nays 0 Abstain 1 Craig Stiffler abstained.

14. Motion by JT Kline, seconded by Josh Milburn, to approve Laika Zarefoss as a homebound instructor for Extended School Year for no more than 12 hours at \$28.50/hour.

Ayes 7 Nays 0 Abstain _____

15. Motion by Tom Smith, seconded by JT Kline, to approve the following as extra-curricular van drivers:

Tucker Patrick

Greg Tunstall

Ayes 7 Nays 0 Abstain _____

16. Motion by Cathy Webreck, seconded by Craig Stiffler, to approve the following for no more than 4 hours each at \$28.50/hour to grade credit recovery packets to be paid by Ready to Learn Grant:

Amanda Dowdy

Jill Shubik

Ayes 7 Nays 0 Abstain _____

17. Motion by Tom Smith, seconded by Josh Milburn, to approve the School Police Officer Compensation Plan effective July 1, 2026 through June 30, 2027, as per exhibit. [Exhibit M-6](#)

Ayes 7 Nays 0 Abstain _____

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

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

Ayes Nays Abstain _____

Conference/Field Trip/workshop requests already approved:

O. FACILITIES USE REQUESTS

Motion by JT Kline, seconded by Josh Milburn, to approve the following facilities use requests:

- Special Education Department’s request to use rooms E020, E003, E007, MS23, MS017, MS019, respite room, speech room, MS lab, MS002, and room 116, Tuesdays-Thursdays, July 7-30, 2026, 8:00 a.m.-1:00 p.m., Extended School Year.
- Berlin Volleyball Boosters’ request to use the MS gym, Monday, July 27, 2026, Monday, August 3, 2026, & Friday, August 7, 2026, 9:00 a.m.-12:00 p.m., volleyball camp Grades 3-7.

- HS Student Council’s request to use the MS cafeteria, hallway, & restrooms, Saturday, September 26, 2026, 8:00 a.m.-11:30 p.m., Homecoming Dance.
- Musical’s request to use the auditorium & arts room, Thursday & Friday, June 18 & 19, 2026, 7:00 pm Thursday, June 18, 2026, through 10:00 pm Friday, June 19, 2026. 24-hour Musical.
- BBSD Foundation’s request to use the board room, Sunday, July 19, 2026, 7:00 p.m., meeting.

Ayes 7 Nays 0 Abstain _____

Facilities Use requests already approved:

- Berlin Youth Cheer’s request to use the elementary gym, Tuesday, May 26, 2026, 5:00-6:00 p.m., registration.
- Berlin Volleyball’s request to use the HS gym, Sunday, May 17, 12:00-2:00 p.m. & Tuesday, May 26, 7:30-9:00 p.m., & the MS gym, Sundays, May 31, June 7 & 14, 2026, 12:00-2:00 p.m., open gym.
- Berlin Youth Basketball’s request to use the MS gym, Sundays, June 7-28, August 2-30, & September 6-20, 2026, 5:00-8:00 p.m., Berlin Youth Basketball Skill Clinics.
- Musical’s request to use the auditorium, rooms 108, 208, 114, & HUB, June 1-5, 2026, 8:00 a.m.-4:00 p.m., & Friday, June 5, 2026, 6:00-10:00 p.m., Theater Camp and Performance.

P. INFORMATIONAL

Motion by Josh Milburn, seconded by Tom Smith, to adjourn to Executive Session to discuss personnel matters.

Ayes 7 Nays 0 Abstain _____

Motion by Tom Smith, seconded by Josh Milburn, to reconvene the regular meeting.

Ayes 7 Nays 0 Abstain _____

Motion by Cathy Webreck, seconded by Josh Milburn, to adjourn the meeting.

Ayes 7 Nays 0 Abstain _____

The meeting was adjourned at 8:43 p.m.

Rachel Prosser
Board Secretary

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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.

“BBSB Board Goals”

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