

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
AUGUST 13, 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 6:04 p.m.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. MOMENT OF SILENCE

D. ROLL CALL

YES Donna Dively

YES Josh Milburn

YES Tom Smith

YES J.T. Kline

YES Jenna Ogburn

NO Craig Stiffler

NO Brian Leonard

NO Allison Rohrs

YES 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.

All members present voted in the affirmative.

Ayes 6 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, July 9, 2026. [Exhibit G-1](#)

2. Athletic Account, July 31, 2026. [Exhibit G-2](#)

3. Activity Account, July 31, 2026. [Exhibit G-3](#)

4. General, Construction, Capital Reserve, and Investment Accounts, July 31, 2026. [Exhibit G-4](#)

5. Cafeteria and Payroll Funds, July 31, 2026. [Exhibit G-5](#)

6. Regular Board Meeting, August 6, 2026. [Exhibit G-6](#)

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain

H. SUPERINTENDENT'S REPORT

1. 2026 Varsity Softball Team Presentation

2. Operations Update

3. Proposed changes to the HS Student Handbook - Mr. Maddy

4. The Challenge Program - Mr. Maddy

5. Title I Schoolwide Plan - Dr. Long

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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

6. Teachers attaining tenure:
Cannon Hay
Amanda Dowdy
Nicole Sciscente
7. FMLA - Destiny DiRado
8. SiteLogiq Facility Assessment Presentation.

Upcoming Meetings: Work Session Meeting - September 3, 2026 - 6:30 p.m.
Board Meeting - September 10, 2026 - 6:30 p.m.

All meetings will be held in the board room.

J. BUSINESS ITEMS

1. Motion by Cathy Webreck, seconded by J.T. Kline, to approve the payment of bills as presented on this date. [Exhibit J-1](#)
Section 508: All members present voted in the affirmative.
Ayes 6 Nays 0 Abstain
2. Motion by J.T. Kline, seconded by Tom Smith, to approve the Memorandum of Understanding between BBSD and Tableland Services as presented. [Exhibit J-2](#)
Section 508: All members present voted in the affirmative.
Ayes 6 Nays 0 Abstain
3. Motion by Tom Smith, seconded by Donna Dively, to approve the counseling services agreement between Bedford-Somerset Developmental & Behavioral Health Services and BBSD as presented. [Exhibit J-3](#)
Section 508: All members present voted in the affirmative.
Ayes 6 Nays 0 Abstain
4. Motion by J.T. Kline, seconded by Donna Dively, to approve an agreement between Appalachia Intermediate Unit 8 and BBSD for School-Age Education Programs and Services as presented. [Exhibit J-4](#)
Section 508: All members present voted in the affirmative.
Ayes 6 Nays 0 Abstain
5. Motion by Tom Smith, seconded by Josh Milburn, to approve the following change order:
Darr Construction - \$1320 - Material and labor to install 4 ball valves at \$330/valve for the hot water tanks.
Section 508: All members present voted in the affirmative.
Ayes 6 Nays 0 Abstain

K. INSTRUCTIONAL

1. Motion by Tom Smith, seconded by J.T. Kline, to approve the Memorandum of Agreement between BBSD and BBEA as presented. [Exhibit K-1](#)
Section 508: All members present voted in the affirmative.

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Ayes 6 Nays 0 Abstain ____

2. Motion by Tom Smith, seconded by J.T. Kline, to approve the Memorandum of Agreement between BBSD and BBEA as presented.

[Exhibit K-2](#)

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

L. ADMINISTRATION

1. Motion by Donna Dively, seconded by Cathy Webreck, to approve the Cooperative Agreement between Allegany College of Maryland and BBSD as presented. [Exhibit L-1](#)

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

2. Motion by Tom Smith, seconded by J.T. Kline, to approve the 2026-2027 Title I Schoolwide Plan. [Exhibit L-2](#)

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

3. Motion by Donna Dively, seconded by Cathy Webreck, to approve the resolution authorizing Dr. Long to sign any and all contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education. [Exhibit L-3](#)

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

4. Motion by Donna Dively, seconded by Josh Milburn, to approve The Challenge Program for the 2026-2027 school year as per exhibit. [Exhibit L-4](#)

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

5. Motion by Cathy Webreck, seconded by J.T. Kline, to approve the 2026-2027 bus driver list pending completion of legal requirements:

Albert Kurtz
Ann Miller
Chayse Hyatt
Denise Leydig
Dorothy Shaulis
Gerald Weimer
Jack Gumbert
James Paxton
Jason Huston
Kyle Courtney
Linda Baker
Lisa Modica
Mary Carolyn Rastrelli

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Pamela Hoagland
Richenda Stoltzfus
Rick Lynch
Robert Cochran
Stacie Miller
Tim Rhoads
Tonya Hittie
Doug Paul
Tanner Prosser
Corey Will

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain

6. Motion by Tom Smith, seconded by Donna Dively, to approve the updates/changes to the 2026-2027 Elementary School Student Handbook as per exhibit. [Exhibit L-5](#)

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain

7. Motion by Tom Smith, seconded by J.T. Kline, to approve the updates/changes to the 2026-2027 Middle School Student Handbook as per exhibit. [Exhibit L-6](#)

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain

8. Motion by Tom Smith, seconded by Donna Dively, to approve the updates/changes to the 2026-2027 High School Student Handbook.

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain

9. Motion by Donna Dively, seconded by J.T. Kline, to approve BBSD Administration participation in the Leadership Somerset County Program - hosted by the Somerset County Chamber of Commerce for the 2026-2027 school year.

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain

10. Motion by Donna Dively, seconded by Cathy Webreck, to approve the BBSD Student Technology Program for the 2026-2027 school year as presented.

[Exhibit L-7](#)

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain

Motion by Donna Dively, seconded by Cathy Webreck, to adjourn to Executive Session to discuss personnel matters at 7:52pm.

All members present voted in the affirmative.

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Ayes 6 Nays 0 Abstain _____

Motion by Tom Smith, seconded by Josh Milburn, to reconvene the regular meeting at 8:50pm.

All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain _____

M. PERSONNEL

1. Motion by Donna Dively, seconded by Tom Smith, to approve Derek Hoyman as the “Science: It’s Elementary” facilitator for the 2026-2027 school year at a stipend of \$2000.

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain _____

2. Motion by J.T. Kline, seconded by Josh Milburn, to approve Dustin Shroyer as a substitute teacher for Extended School Year at \$28.50/hour for up to 12 hours.

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain _____

3. Motion by Donna Dively, seconded by J.T. Kline, to approve the following as mentors at the rate of 2 days per diem for the year per the current BBEA contract:

New Teacher

Casadie Miller

Josie Rohrs

Riley Chase Bodes

Stephanie Maddy

Mentor

Kayla Rypczyk

Bobby Taylor

Amy Gair

Ernie Cooper

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain _____

4. Motion by Donna Dively, seconded by J.T. Kline, to approve the following for Extended School Year at the rates specified to be paid by IDEA-B and District funds:

Amy Gabuya

Kira Milburn

up to 56 hours

additional 9.25 hours

regular rate of pay

\$11.50/hour

Section 508: All members present voted in the affirmative.

Ayes 5 Nays 0 Abstain 1 Josh Milburn abstained.

5. Motion by Donna Dively, seconded by Cathy Webreck, to approve the following to be compensated for new teacher induction on August 17, 2026, at their per diem rate:

Casadie Miller

Josie Rohrs

Riley Chase Bodes

Stephanie Maddy

Doug Spiri

Mikayla O’Brien

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Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

6. Motion by Cathy Webreck, seconded by Donna Dively, to approve to authorize the administration to fill any vacant positions, if needed, after August 13, 2026, prior to the next board voting meeting.

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

7. Motion by Donna Dively, seconded by J.T. Kline, to approve \$135 as the 2026-2027 day-to-day teaching substitute rate.

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

8. Motion by Donna Dively, seconded by Josh Milburn, to approve the following pending completion of legal requirements: Security - \$50/football game, \$40/other sports' games requiring security, Game Managers - \$25/game, Clock Keepers - \$20/game, Parking Attendants - \$25/game and Football Announcers:

Security/Game Managers/Parking Attendants

Eric Lauer

Tanner Prosser

Joe Shubik

Jill Boyer

Jake Zorn

Susan Straight

Vinnie Trulick

Rocky Ritchey

Dante Paul

Turner Paul

Cannon Hay

Andrea Milburn

Isaiah Paul

Stacey Deeter

Inez O'Donnell

Aimee Hankinson

Jim Maddy

Peyton Harding

Hannah Nichols

Katie Flick

Clock Keepers

Eric Lauer

Tanner Prosser

Jake Zorn

John Beachley

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Holly McKenzie
Brett Straight
Marty Riley
Rocky Ritchey
Roger Platt
Dante Paul
Turner Paul
Cannon Hay
Inez O'Donnell
Isaiah Paul
Ashley Brant
Regan Lauer
Riley Lauer
Katie Flick

Football Announcers
Brett Straight

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

9. Motion by Cathy Webreck, seconded by Tom Smith, to approve Cale Kosic as a volunteer boys soccer coach pending completion of legal requirements.

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

10. Motion by Donna Dively, seconded by J.T. Kline, to approve to allocate the Marching Band salaries for the 2026-2027 school year as follows:

Marching Band Instructor	\$2451.00
Assistant Marching Band Instructor	\$1304.93
Percussion Instructor	\$660.64
Color Guard Instructor	\$500.00

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

11. Motion by Josh Milburn, seconded by Cathy Webreck, to approve Shawna Bailey as the Color Guard Instructor.

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

12. Motion by J.T. Kline, seconded by Donna Dively, to approve Jessica Leydig, Berlin, PA, as a personal care aide at a rate of \$12.25/hour pending completion of legal requirements.

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain ____

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13. Motion by Cathy Webreck, seconded by Donna Dively, to approve Della Patsy, Central City, PA, as a personal care aide at a rate of \$12.25/hour pending completion of legal requirements.

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

Motion by J.T. Kline, seconded by Josh Milburn, to approve the following conference/field trip/workshop requests:

- Doug Paul's request to attend ICC Fall Kickoff meeting, August 27, 2026, Altoona, PA. No cost to the district.

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain

Conference/Field Trip/workshop requests already approved:

O. FACILITIES USE REQUESTS

Motion by Donna Dively, seconded by J.T. Kline, to approve the following facilities use requests:

- BBSD Foundation's request to use the board room, Sunday, September 27, 2026, 7:00 p.m., meeting.
- NJHS & NHS' request to use the auditorium, Monday, September 21, 2026, 5:00-8:00 p.m., Induction ceremonies.
- Berlin Youth Basketball's request to use the MS gym, various dates and time beginning September 3 - November 29, 2026, Gr. 5/6 boys' practice.
- Berlin Youth Basketball's request to use the MS gym, various dates and times beginning September 1 - November 23, 2026, Gr. 3/4 girls' East Hills practice.
- Berlin Youth Basketball's request to use the HS & MS gyms, various dates and time beginning September 3 - November 17, 2026, Gr. 3/4 boys' East Hills practice.
- Berlin Youth Football's request to use the practice field & track throwing area, Wednesdays, September 2 - October 28, 2026, 6:00-8:00 p.m., youth football practice.
- Berlin Baseball's request to use the HS baseball field, Mondays and Wednesdays, September - October, 2026, 6:00-8:00 p.m., open fields.
- Berlin Baseball's request to use the MS gym, Sundays, December 2026 - February 2027, 1:00-3:00 p.m., and Wednesdays, December 2026 - February 2027, 7:00-8:30 p.m., batting cage practice.
- Berlin Youth Basketball's request to use the MS gym, various dates and times beginning September 4 - October 30, 2026, Gr. 5 & 6 girls practice.

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain

Facilities Use requests already approved:

- Berlin Marching Band's request to use the band room & practice field, August 10-14, 2026, 8:00 a.m. - 4:00 p.m. and Thursday, August 20-October 22, 2026, 6:00 - 8:00 p.m., marching band camp & rehearsals.

JB Schrock Community Playground

- Michaela Bailey's request to use the JB Schrock Community Playground, June 6, 2026, birthday party.
- Jamie Twombly's request to use the JB Schrock Community Playground, March 7, 2026, birthday party.
- Jamie Twombly's request to use the JB Schrock Community Playground, May 2, 2026, birthday party.
- Julie Carskadon's request to use the JB Schrock Community Playground, June 14, 2026, birthday party.
- Lindsey Keith's request to use the JB Schrock Community Playground, July 26, 2026, birthday party.
- Tori Housel's request to use the JB Schrock Community Playground, July 19, 2026, birthday party.

P. INFORMATIONAL

Motion by J.T. Kline, seconded by Josh Milburn, to adjourn the meeting at 8:59 pm.
All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain

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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