

**BERLIN BROTHERSVALLEY SCHOOL DISTRICT
UNOFFICIAL BOARD OF DIRECTORS' MEETING MINUTES
SEPTEMBER 10, 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 building. The meeting was called to order by Board President Jenna Ogburn at 6:37 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>NO</u> J.T. Kline	<u>YES</u> Jenna Ogburn	<u>YES</u> Craig Stiffler
<u>NO</u> Brian Leonard	<u>YES</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.

All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

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

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

1. Regular Board Meeting, August 13, 2026. [Exhibit G-1](#)
2. Athletic Account, August 31, 2026. [Exhibit G-2](#)
3. Activity Account, August 31, 2026. [Exhibit G-3](#)
4. General, Construction, Capital Reserve, and Investment Accounts, August 31, 2026. [Exhibit G-4](#)
5. Cafeteria and Payroll Funds, August 31, 2026. [Exhibit G-5](#)
6. Work Session Meeting, September 3, 2026. [Exhibit G-6](#)

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

H. SUPERINTENDENT'S REPORT

1. 2026-2027 BBSD Enrollment. [Exhibit H-1](#)

Upcoming Meetings: Work Session Meeting - Thursday, October 1, 2026 - 6:30 p.m.
Board Meeting - Thursday, October 8, 2026 - 6:30 p.m.

“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

All meetings will be held in the Board room.

J. BUSINESS ITEMS

1. Motion by Tom Smith, 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 7 Nays 0 Abstain ____
2. Motion by Cathy Webreck, seconded by Donna Dively, to 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
Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____
3. Motion by Craig Stiffler, seconded by Cathy Webreck, to approve to pay North Star School District a fee of \$4700 to provide physics for the 2026-2027 school year.
Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____
4. Motion by Tom Smith, seconded by Cathy Webreck, to approve a contract with Interstate Gas Supply, LLC, as presented retroactive to August 28, 2026. [Exhibit J-2](#)
Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____
5. Motion by Tom Smith, seconded by Donna Dively, to approve a 3-year agreement that was signed September 1, 2026, with IXL Learning as presented. [Exhibit J-3](#)
Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____
6. Motion by Cathy Webreck, seconded by Donna Dively, to approve the payment of any 2026-2027 school year expenditures that come due prior to the next Board meeting and are not on the agenda's list of bills. These expenditures will appear on the following month's Board agenda.

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Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

7. Motion by Donna Dively, seconded by Josh Milburn, to approve a Memorandum of Understanding between Berlin Brothersvalley School District and Berlin Brothersvalley Education Association for supplemental Dean of Students support of \$30/day for appropriately K-12 principal certified teachers to assume duties in the absence of the principal as presented. [Exhibit J-4](#)

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

8. Motion by Craig Stiffler, seconded by Cathy Webreck, to approve the following change orders with Illuminated Integration:

Redesigning the audio system at the football field - \$-5533.06

Overhead tensioned galvanized cable path - \$1300.00

Redesigns the audio system at the soccer field - \$2974.50

[Exhibit J-5](#)

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

9. Motion by Cathy Webreck, seconded by Tom Smith, to approve the 2026-2027 SmartFutures District license at a cost of \$3500. [Exhibit J-6](#)

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

10. Motion by Donna Dively, seconded by Cathy Webreck, to approve to direct the Board Secretary to cast the following votes for the 2027 PSBA Officers and PSBA

Insurance Trustees as listed: [Exhibit J-7](#)

President-elect Matt Vannoy

(one-year term)

Vice-President Kristy Bolte

(one-year term)

Treasurer David Hein

(three-year term)

PSBA Insurance Trustees Marianne L. Neel

(three-year term) Dr. Michael Faccinnetto

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

11. Motion by Allison Rohrs, seconded by Tom Smith, to approve to dispose of the obsolete chromebook cases in the best manner possible.

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

12. Motion by Donna Dively, seconded by Cathy Webreck, to approve an agreement for Life Skills Support Classroom services between Berlin Brothersvalley School District and Somerset Area School District as presented. [Exhibit J-8](#)

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“BBSB Board Goals”

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Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____

13. Motion by Tom Smith, seconded by Cathy Webreck, to approve a parent transportation contract for the 2026-2027 school year at the IRS approved mileage rate as presented. [Exhibit J-9](#)

Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____

14. Motion by Cathy Webreck, seconded by Craig Stiffler, to approve an agreement with Reschini Group to assist in the completion of reporting requirements of the Affordable Care Act as presented. [Exhibit J-10](#)

Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____

K. INSTRUCTIONAL

1. Motion by Tom Smith, seconded by Craig Stiffler, to approve the Kesler Middle School Science curriculum at a cost of \$796/year.

Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____

2. Motion by Donna Dively, seconded by Allison Rohrs, to approve Connect Education, a High School **pilot** Science curriculum resource at a cost of \$1 to the district.

Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____

3. Motion by Josh Milburn, seconded by Tom Smith, to approve participation in the PennDOT 2026 Paint the Plow. [Exhibit K-1](#)

Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____

L. ADMINISTRATION

1. Motion by Cathy Webreck, seconded by Allison Rohrs, to approve the addition of Ski Club to the list of clubs.

Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____

2. Motion by Cathy Webreck, seconded by Craig Stiffler, to approve the Non-Resident Student Tuition Agreement as presented. [Exhibit L-1](#)

Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____

3. Motion by Tom Smith, seconded by Donna Dively, to approve Student #0001 as a non-resident tuition student for the 2026-2027 school year.

Section 508: All members present voted in the affirmative.
Ayes 7 Nays 0 Abstain ____

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4. Motion by Cathy Webreck, seconded by Donna Dively, for approval to administer the PAYS survey to students in grades 6, 8, 10, & 12.

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain ____

5. Motion by Donna Dively, seconded by Josh Milburn to approve to waive the tuition for the children of the following district employees who do not reside in the district:

Employee #2197569

Employee #8629409

Employee #8402312

Employee #9570294

Employee #3731029

Employee #9689478

Employee #1795124

Employee #7839373

Employee #6141984

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain ____

6. Motion by Allison Rohrs, seconded by Donna Dively, to approve the 2026-2027 bus routes as presented. [Exhibit L-2](#)

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain ____

7. Motion by Tom Smith, seconded by Donna Dively, to approve Colton Custer and Ila Ebersole as Student Representatives to the Board for the 2026-2027 school year.

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain ____

8. Motion by Donna Dively, seconded by Cathy Webreck, to approve to add Todd Dively to the bus driver list pending completion of legal requirements.

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain ____

Motion by Donna Dively, seconded by Cathy Webreck, to adjourn to Executive Session to discuss personnel matters.

All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain ____

Motion by Tom Smith, seconded by Craig Stiffler, to reconvene the regular meeting at 7:44pm.

All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain ____

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M. PERSONNEL

1. Motion by Tom Smith, seconded by Donna Dively, to approve the following teachers to participate in the 2026-2028 IU8 Two-Year District Induction Program:

Casadie Miller
Josie Rohrs
Stephanie Maddy
Riley Bodes

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain 1

2. Motion by Donna Dively, seconded by Craig Stiffler, to approve the following teachers to participate in the second year of the 2025-2027 IU8 Two-Year District Induction Program:

Emma Mumau
Maleah Murphy
Laika Zarefoss

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

3. Motion by Donna Dively, seconded by Allison Rohrs, to approve a \$500 stipend for Erin Karwatsky as Chief Science Officer for the 2025-2026 school year.

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

4. Motion by Tom Smith, seconded by Allison Rohrs, to approve the tentative agreement as presented between Berlin Brothersvalley School District and Berlin Brothersvalley Education Association for a five (5) year term with payment for salaries approved retroactively to the first pay period of the 2026-2027 fiscal year.

[Exhibit M-1](#)

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

5. Motion by Donna Dively, seconded by Cathy Webreck, to approve Alicia Fox, Berlin, PA, as a personal care aide/bus aide at \$12.25/hour pending completion of legal requirements.

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

6. Motion by Cathy Webreck, seconded by Donna Dively, to approve Cassie Schrock, Fairhope, PA, as a personal care aide/bus aide at \$12.25/hour pending completion of legal requirements.

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

7. Motion by Tom Smith, seconded by Donna Dively, to approve the following as field trip chaperones pending completion of legal requirements:

Jenna Hankinson

Danielle Hay
Jill Smith
Katy Miller
Haley Rexroth
Amy Gair
Della Patsy
Emma Martz
Craig Stiffler

Section 508: All members present voted in the affirmative.

Ayes 6 Nays 0 Abstain 1

8. Motion by Tom Smith, seconded by Josh Milburn, to approve Shelby Coughenour and Tess Stewart as extra-curricular van drivers.

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

9. Motion by Craig Stiffler, seconded by Josh Milburn, to approve the following wrestling coaching positions pending completion of legal requirements:

Justin Broadwater	Head Varsity
Nathan Pelesky	Assistant
Nathan Pelesky	Head Junior High

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

10. Motion by Donna Dively, seconded by Tom Smith, to approve the substitute list for the 2026-2027 school year as presented. [Exhibit M-2](#)

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

11. Motion by Allison Rohrs, seconded by Donna Dively, to approve the following as extra-curricular advisors for the 2026-2027 school year as per the extra-curricular salary schedule:

Bocce Ball Coach	Maria Murphy
Yearbook	Bethany Ritenour
Forensics	
FFA Advisor	Matthew Webreck
Jr. High Mathcounts	Susan Straight
Sr. High Book Quiz	Christy McMillen
Jr. High Book Quiz	Kim Diehl
Elementary Book Quiz	Kim Diehl
Scholastic Quiz	Susan Straight
Scholastic Quiz	Mandy Cooper
Prom Director	Emma Mumau
Musical	Doug Spiri
Asst. Musical	Katie Spiri
Senior Class Advisor	Emma Mumau
Commencement Director	Jill Boyer

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Chorus	Doug Spiri
HS Student Council	Erin Karwatsky
MS Student Council	Mark Smith
National Honor Society	Amanda Dowdy
National Honor Society	Turner Paul
NJHS	Susan Straight

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

N. CONFERENCE/FIELD TRIP/WORKSHOP REQUESTS

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

- Emma Mumau's request to attend Flight 93 National Memorial observance, Stoystown, PA, September 11, 2026. Cost - \$163 for substitute wages. District funds.
- Fourth Grade's request to take 50 students to Mountain Craft Days, Somerset, PA, September 11, 2026. No cost to the district - PTSO will pay for this trip.
- Sixth grade's request to take 60 students to Fort Ligonier, Ligonier, PA, September 25, 2026. No cost to the district - PTSO will pay for this trip.
- Doug Spiri's request to take 8 Chorus students to Flight 93, Stoystown, PA, September 11, 2026, to perform. Cost - \$178.00. General funds.
- Fifth Grade's request to take 69 students to Young People's Concert by the Johnstown Symphony, Pasquerilla Performing Arts Center & Hoss's Steak & Sea House, Johnstown PA, November 10, 2026. No cost to the district. PTSO will pay for this trip.

Section 508: All members present voted in the affirmative.

Ayes 7 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:

- Berlin Girls Varsity Soccer's request to use the MS gym, Thursdays, November 19, December 3, 10, & 17, 2026, January 7, 14, 21, 28, February 4, 11, 18, & 25, 2027, 6:30-8:00 p.m., indoor soccer.
- Berlin Youth Football's request to use the baseball field & football stadium, Saturdays, September 12, October 3, 10, & 24, 2026, 8:00 a.m.-2:00 p.m., youth games.
- Berlin Volleyball's request to use the HS gym, Sundays, October 18, 25, November 1 & 8, 2026, 1:00-5:00 p.m., practice.
- Berlin Faithful Fellowship's request to use the football field, Friday, September 25, 2026, after football game-10:00 p.m., 5th Quarter Event.
- Alive Student Ministries' request to use the HS flagpole, Wednesday, September 23, 2026, 7:40-8:05 a.m., See You at the Pole.

- Boys Varsity Basketball’s request to use the HS gym, September 22, 23, & 30, October 1, 5, 8, 14, 19, 21, 27, 29, & November 3 & 5, 2026, 6:30-7:45 p.m., open gym.
- Child Evangelism Fellowship of PA Inc., Southwest Chapter’s request to use the elementary library, Fridays, October 16-December 11, 2026, 3:15-5:00 p.m., After-school Good News Club.
- Berlin Soccer Boosters’ request to use the elementary library, Friday, September 25, 2026, 3:45-5:00 p.m., fundraiser delivery.

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

Facilities Use requests already approved:

- Berlin Youth Cheer’s request to use the playground map/elementary gym-if raining-Tuesdays, August 18-September 29, 2026, 5:00-6:00 p.m., practice.
- BBHS Cheerleading’s request to use the elementary gym, Mondays, Wednesdays, & Thursdays, September 2-30, 2026, 3:30-6:00 p.m., varsity cheer practice.
- Berlin Youth Football’s request to use the football practice field & baseball outfield, Tuesday, September 2, 2026, 6:30-8:00 p.m., scrimmage.

P. INFORMATIONAL

Motion by Donna Dively, seconded by Cathy Webreck, to adjourn to Executive Session to discuss.

All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

Motion by Donna Dively, seconded by Josh Milburn, to adjourn the meeting.

Section 508: All members present voted in the affirmative.

Ayes 7 Nays 0 Abstain

The meeting was adjourned at 8:59pm.

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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