

# School District of Borough of Brentwood

## April 9 & 16, 2018

The information listed below is a *summary* of action taken at the April 9, 2018 Agenda Planning Meeting and the April 16, 2018 General Purpose Meeting. The official minutes of the meetings should be consulted if more detail is sought on any particular item.

### April 9, 2018 –Agenda Planning Meeting

1. A contract with Professional Limousine Services was approved for the transportation of one student to DART.
2. A contract with a parent was approved for the transportation of one student to Wesley HS.

### April 16, 2018 – General Purpose Meeting

1. The minutes from the March 12, 2018 Agenda Planning Meeting and the March 19, 2018 General Purpose Meeting were approved.
2. The General Fund 10 Statement of Cash Receipts, Disbursements, and Cash Balances for the period ending March 31, 2018 was approved.
3. The Board authorized bill payments for the period March 20 through April 16, 2018, approved budget transfers for the month of April, and acknowledged receipt of the bank letter
4. Second and final reading of the following new and revised policies:

Policy #	Status	Title
216	Review	Student Records
324	Revised	Personnel Files
424		
524		
625	New	Procurement Cards
626-E	Revised	Federal Fiscal Compliance – Attachment 626-e
800	Review	Records Management
800-AR-1	Revised / New	Records Management & Retention Schedule
906	Revised	Public Complaint Procedures
906-AR-0	New	Public Complaint Procedures – Report Form
906-AR-1	New	Public Complaints – Special Provisions

*These policies were made available for public review starting on March 20, 2018 in all school offices, the Superintendent's office, and the Brentwood Public Library.*

5. Administrative regulation #324-AR-0 (Personnel Files) was retired after the adoption of the revised/new administrative regulations for Records Management and Retention Schedule (#800-AR-1).
6. The Board approved the teacher/adult chaperones for Camp Kon-O-Kwee 2018 as well as approving the student counselors for this year's Camp Kon-O-Kwee which will be held May 9-11, 2018.
7. The Superintendent was given authorization to hire additional counselors and chaperones for Camp Kon-O-Kwee 2018, if changes are needed, with ratification at the May Board meeting.
8. Transportation contracts were approved with Professional Limousine Services for one student (DART) and Quigley Family Enterprises for one student (Wesley K-8).
9. Bus drivers for both Professional Limousine Services and Quigley Family Enterprises were approved.
10. Additions to the substitute list were approved.
11. A leave for Mrs. Daniele Panucci was approved, starting July 5, 2018.

# Board NOTES

**Dr. Amy M. Burch**  
Superintendent of Schools

*Board of School Directors*

**Robert Kircher, President**  
**Roger Gaughan, Vice President**  
**Donna Werner, Secretary**  
**Gary Topolosky, Asst. Secretary**

**Richard Briner**  
**Amy Hayden**  
**Dale Johnson**  
**Kristie Kraeuter**  
**David Schaap**

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Next Month's Meetings

**Agenda Planning Meeting**  
**May 14, 2018 @ 7:00 PM**

**General Purpose Meeting**  
**May 21, 2018 @ 7:00 PM**

12. Mrs. Jeanne Hirsh’s resignation, for the purpose of retirement, was accepted with regret, effective June 8, 2018, and the Superintendent authorized to post this position.
13. Mrs. Darlene Attanucci’s resignation, for the purpose of retirement, was accepted with regret, effective June 30, 2018, and the Superintendent authorized to post this position.
14. The Superintendent was given authorization to accept student teachers, student observers, and nursing student preceptorships for the District during the 2018-2019 school year from neighboring colleges and universities.
15. Bielau, Tierney and Coon were approved as the school auditors for the 2018-2019 school year.
16. Changes to the 2017-2018 school calendar were ratified as follows: March 21, 2018 was a snow day so March 28, 2018 was changed from a half day to a full day and March 29, 2018 was changed from a holiday to a half day for students and a full day for teachers.
17. The Board nominated Ms. Judith E. Andzelik to serve as a Board Trustee for the Allegheny County Schools Health Insurance Consortium.
18. Homebound instruction was approved for one student.
19. The Board approved entering into an agreement with PrimeroEdge for cafeteria services software.
20. A summer school program for pre-K students was approved (dates: July 30-August 10, 2018).
21. The May Board meeting dates are as follows:

Agenda Planning Meeting	Monday, May 14, 2018 @ 7:00 PM in the Board Room
General Purpose Meeting	Monday, May 21, 2018 @ 7:00 PM in the Board Room

