



**SCHOOL DISTRICT OF THE BOROUGH  
OF BRENTWOOD  
3601 Brownsville Road  
Brentwood, Pittsburgh, PA 15227**

**AGENDA PLANNING MEETING  
June 8, 2026 @ 7:00 PM**

- I. Call to Order – Mr. Robert Kircher, President**
- II. Roll Call – Mrs. Donna Werner, Secretary**
- III. Pledge of Allegiance – Mr. Robert Kircher, President**
- IV. Secretary’s Report – Mrs. Donna Werner, Secretary**  
Discuss a motion to approve the minutes from the May 11, 2026 Agenda Planning Meeting, and the May 18, 2026 General Purpose Meeting.

**Executive Session to discuss personnel item for action.**

- V. Recognition of Public/Comments on Agenda Items**
  - Ms. Lily Briggs will present a food service update.
  - Dr. Bonnie Betler and Mrs. Jennifer Zunic will present on the progress of planning for the New Elementary School.
- VI. Recommendations of the Superintendent**  
The Superintendent is recommending discussion, ratification, or approval of the following items of business.

- A. Budget and Finance – Mr. Richard Briner, Chairperson Presenting**
  - 1. Discuss a motion to approve the Statement of Cash Receipts, Disbursements, and Cash Balances for the period ending May 31, 2026.
  - 2. Discuss a motion to approve bill payments for the period of May 19 thru June 15, 2026.
  - 3. Discuss a motion to approve budget transfers for the month of June 2026.
  - 4. Discuss a motion to approve the 2026-2027 school district budget in the amount of \$33,259,228.
    - a. Real Estate Taxes: 39.1977 mills on every dollar or \$3.91977 (3 dollars and 92 cents) per \$100 of the assessed valuation for the 2026-2027 school year. A 2% discount shall be allowed for payments within two months of the date of the tax notice and taxpayers who fail to make payment within four months of the tax notice shall be assessed a penalty of 10%. It is confirmed that interest of 10% per annum is imposed on these and all other lien delinquent real estate taxes.
    - b. Act 511 Taxes:
      - Earned Income Tax ½ %
      - Real Estate Transfer Tax ½ %
      - Local Services Tax \$5.00
  - 5. Discuss a motion to authorize all necessary budget transfers resulting from local independent audit reclassifications subsequent to June 30, 2026 with the understanding that the administration is required to report these transfers at a subsequent board meeting and that the blanket authorization be restricted to those transfers required as a result of local audit reclassification.
  - 6. Discuss a motion to approve a homestead and farmstead exclusion real estate tax assessment reduction resolution for the school year beginning July 1, 2026.
  - 7. Acknowledge receipt of the bank letter.

**B. Policy and Planning – Mrs. Donna Werner, Chairperson Presenting**

1. Discuss a motion to adopt the following revised policies:

Policy #	Status	Title	Section
140	Revised	Charter Schools	Programs
221	Revised	Dress and Grooming	Pupils
317.1	Revised	Educator Misconduct	Employees
318	Revised	Attendance and Tardiness	Employees
319	Revised	Outside Activities	Employees
320	Revised	Freedom of Speech by Employees	Employees
321	Revised	Political Activities	Employees
322	Revised	Gifts	Employees
323	Revised	Tobacco and Vaping Products	Employees
324	Revised	Personnel Files	Employees
325	Revised	Dress and Grooming	Employees
326	Revised	Complaint Process	Employees
328	Revised	Compensation Plans/Salary Schedules	Employees
330	New	Overtime	Employees
331	Revised	Job Related Expenses	Employees
332	Revised	Working Periods	Employees
333	Revised	Professional Development	Employees
334	Revised	Sick Leave	Employees
335	Revised	Family and Medical Leaves	Employees
336	Revised	Personal Necessity Leave	Employees
337	Revised	Vacation	Employees
338	Revised	Sabbatical Leave	Employees
338.1	Revised	Compensated Professional Leaves	Employees
339	Revised	Uncompensated Leave	Employees
340	Revised	Responsibility for Student Welfare	Employees
341	Revised	Benefits for Part-Time Employees	Employees
342	Revised	Jury Duty	Employees
343	Revised	Paid Holidays	Employees
347	New	Workers' Compensation Transitional	Employees
351	Revised	Controlled Substance Abuse	Employees
353	Revised	Employee Use of Electronic Devices	Employees

*The above policies were made available for public review on May 19, 2026, in all school offices, the Superintendent's office, and on the website.*

**C. Community Services – Mrs. Donna Werner, Chairperson Presenting**

**D. Public Relations – Ms. Antonia Focer-Brown, Chairperson Presenting**

**E. Buildings and Grounds – Mr. Roger Newman, Chairperson Presenting**

1. **Discuss and approve** entering into an agreement with Blackhawk Neff, Inc. for project #4813 at Brentwood High School in the amount of \$353,100.00, as presented.
2. **Discuss and approve** a change order EC-1 on project #4813 in the amount of \$5,500 with Blackhawk Neff, Inc. for a fence to enclose the generator.
3. **Discuss and approve** amendment #004 to the Professional Services Agreement with HHSDR for the exterior ramp repair and replacement. This authorizes HHSDR to begin the design work to repair or replace the ramps at the MS/HS.

**F. Renovation / Construction – Mr. Robert Kircher, Chairperson Presenting**

**G. Curriculum and Technology – Mr. David Schaap, Chairperson Presenting**

1. **Discuss and approve** accepting the proposal from Horizon Information Systems for two wall mount cabinets in the amount of \$2,698.00, as presented. The project falls under the COSTARS 3-E22-588 IT Hardware Contract.
2. Discuss a motion to dispose of fifty (50) obsolete laptop devices to be recycled, as presented.
3. Discuss a motion to dispose of one hundred twenty-five (125) obsolete band uniforms that were purchased approximately in 2011.
4. Discuss a motion to obsolete the list of musical instruments, as present.
5. Discuss a motion approving *HMH Into Literature* series (Grades 9-12), for six years in the amount of \$113,542.78, as presented. This will be funded through the Ready to Learn Grant.
6. Discuss a motion approving *Amplify ELA* (Grades 6-8), in the total amount of \$55,897.78 as presented. This will be funded through the Ready to Learn Grant.

**H. Health / Safety / Transportation – Mrs. Jennifer George, Chairperson Presenting**

1. **Discuss and ratify** the Sun Coach Driver for the 2025-2026 school year, as presented.
2. **Discuss and approve** transportation contracts for extended school year students as per the transportation bid. Additional transportation runs, if needed, will be ratified at the next regularly scheduled board meeting.

**I. Special and Private Schools – Mr. David Schaap, Chairperson Presenting**

**J. Athletics – Mr. Michael Gruntz, Chairperson Presenting**

**K. Personnel – Mrs. Kristie Kraeuter, Chairperson Presenting**

**Motion number 1 will be discussed in executive session.**

2. **Discuss and ratify** increasing the summer technology interns from 3 days to 4 days a week.
3. Discuss a motion authorizing the Superintendent to accept student teachers, student observers, and nursing student preceptorships in the Brentwood Borough School District during the 2026-2027 school year from colleges and universities.
4. Discuss approving a 261-day work year for the 12-month employees for the 2026-2027 school year.
5. Discuss a motion authorizing the Superintendent to post positions and hire staff, including extracurricular and coaching staff, (as needed) for the 2026-2027 school year with ratification at the next regularly scheduled Board meeting.

**All other motions will be discussed in executive session.**

**L. Negotiations – Mr. Roger Newman, Chairperson Presenting**

**M. Legislative – Mr. David Schaap, Chairperson Presenting**

**N. Executive – Mr. Robert Kircher, President Presenting**

1. **Discuss and ratify** an agreement between the District and Wesley Family Services for one student for the 2025-2026 school year, as presented.
2. Discuss a motion authorizing Bielau, Tierney and Coon to perform the financial audit for the year ended June 30, 2026, fees not to exceed \$26,000.
3. Discuss a motion approving the following insurance renewals:  
McIlrath Insurance Agency (Renewal July 1, 2025):
  - Building and Liability Package (including automobile)
  - Cost: \$110,800 (last year was \$104,167)
  - Commercial Automobile, CM Regent Insurance Co.
  - Cost \$3,791 (last year \$3,516)
  - Umbrella Policy, CM Regent Insurance Co.
  - Cost: \$3,665 (last year was \$3,727)
  - School Leaders Legal Liability, CM Regent Insurance Co.

- Cost: \$16,826 (last year was \$15,914)
  - Cyber Insurance, Westchester/Chubb
  - Cost: \$10,842 (last year was \$11,426)
- Engle, Hambright, & Davies, Inc. (Renewal July 1, 2025)
- Workers Compensation, UPMC Health Benefits Inc.
  - Cost: \$41,994.00 (last year was \$32,127.00)
4. Discuss a motion to approve a Memorandum of Understanding with the Allegheny County Intermediate Unit for the District to be part of the Title III Consortium.
  5. Discuss a motion to approve continued partnership with the PA-Educator for the 2026-2027 school year. Annual fee is \$1,300 (no change).
  6. Discuss a motion to appoint \_\_\_\_\_ as the Brentwood Borough School District Legislative Delegate to PSBA.

**VII. Other Items for Discussion – Dr. Amy Burch**

1. Discuss a motion to change the number of board meetings in July from two meetings to one meeting.

**All other items will be in executive session under legal**

**VIII. Other Business/Public Comment on Non-Agenda Items**

**IX. Solicitor’s Report – Mr. John Vogel**

**X. Adjournment**