

# Board NOTES

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

**Board of School Directors**

**Robert Kircher, President**  
**Richard Briner, Vice President**  
**Donna Werner, Secretary**  
**Gary Topolosky, Asst. Secretary**

**Kristie Kraeuter**  
**David Schaap**  
**Jennifer George**  
**Antonia Focer-Brown**  
**Roger Newman**

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Next Month's Meetings

**Agenda Planning Meeting**  
**April 14, 2025**

**General Purpose Meeting**  
**April 28, 2025**

## School District of Borough of Brentwood March 10 & 17, 2025

The information listed below is a *summary* of action taken at the March 10, 2025, Agenda Planning Meeting, and the March 17, 2025, General Purpose Meeting. The official minutes of these meetings should be consulted if more detail is sought on any item.

### March 10, 2025 – Agenda Planning Meeting

1. Addition to substitute list was approved.
2. The Board approved an intermittent FMLA leave for Employee ID 198652 beginning on December 9, 2024. Employee ID 198652 plans to use sick, vacation, and personal days as necessary.
3. Mrs. Kailey Swann was hired as a paraprofessional.

### March 17, 2025 – General Purpose Meeting

- Ms. Nancy Rounsley presented an update on the Brentwood Elementary School project.
  - Ms. Lily Briggs presented a food service update.
  - *Informational Item:* The Board of School Directors will be honored at the 76th Annual School Board & Distinguished Educator Banquet hosted by Tristate Area Study Council on Thursday March 20, 2025.
  - SHASDA Student Conference will be on Saturday, April 12, 2025, at 9:00 a.m.
1. The minutes from March 10, 2025, Agenda Planning Meeting, and March 17, 2025, General Purpose Meeting were approved.
  2. The Board approved the General Fund 10 Statement of Cash Receipts, Disbursements, and Cash Balances for the period ending March 31, 2025; approved bill payments for the period February 25, 2025, through March 17, 2025; and the Board acknowledged receipt of the bank letter.
  3. The Board approved the Superintendent to approve change orders for project 4393 (New Brentwood Elementary School) in the amount of \$50,000.00 with ratification at the next regularly scheduled Board meeting.
  4. An MOU between the Brentwood Borough School District and the Brentwood Education Association for a Girls' Flag Football program, was approved.
  5. The Board approved the posting of a Head Girls' Flag Football coaching position.
  6. The Board approved FMLA Leave for the following:
    - Employee ID 338688 starting on March 20, 2025. Employee ID 338688 will be using sick and personal days during this time, and any remaining days will be unpaid.
    - Employee ID 753244 starting on March 20, 2025. Employee ID 753244 will be using sick and personal days during this time, and any remaining days will be unpaid.
    - Employee ID 638526 starting on March 7, 2025. Employee ID 638526 will be using sick bank and personal days during this time, and any remaining days will be unpaid.
  7. The Board approved the Allegheny Intermediate Unit (AIU) Program of Services Budget for 2025-2026 in the amount of \$2,361,050.00. The AIU school districts' total contribution to the budget is \$1,984,536.00. The Brentwood Borough School District contribution to the Program of Services Budget is estimated to be \$12,336.00 and will be determined by the PA Department of Education according to District Aid Ratio and Weighted Average Daily Membership.

8. The Board approved the Allegheny Intermediate Unit's policies and procedures under the federal requirements of 34 CFR 300 as part of the IDEA Application for 2025-2026.
9. The IDEA-Part B Use of Funds Agreement for 2025-2026 was approved.
10. The Board approved a clinical affiliation agreement effective March 17, 2025, between the Brentwood Borough School District and Carlow University.
11. The Board approved Ms. Antonia Focer-Brown's attendance at the COSSBA Conference held in Atlanta, Georgia from March 21-23, 2025. The costs of the trip will be covered as per Policy 004.

The March Board meeting dates are as follows:

Agenda Planning Meeting  
General Purpose Meeting

April 14, 2025 at 7:00 PM in the Board Room  
April 28, 2025 at 7:00 PM in the Board Room

