

School District of Borough of Brentwood

January 12 & 27, 2026

Board N O T E S

Dr. Amy M. Burch
Superintendent of Schools

Board of School Directors

Robert Kircher, President
Richard Briner, Vice President
Donna Werner, Secretary
Kristie Kraeuter, Asst. Secretary

David Schaap
Jennifer George
Antonia Focer-Brown
Roger Newman
Michael Gruntz

Next Month's Meetings

Agenda Planning Meetings
February 9, 2026 @ 7:00 PM

General Purpose Meeting
February 23, 2026 @ 7:00 PM

The information listed below is a *summary* of action taken at the January 12, 2026 Agenda Planning Meetings and the January 27, 2026 General Purpose Meeting. The official minutes of these meetings should be consulted if more detail is sought on any item.

January 12, 2026 –Agenda Planning Meeting

1. A change order number HC-2 from East West Manufacturing & Supply Co. for project #4764 for a decrease of \$10,030 was ratified. The decrease is due to unused field quantity allowances bringing the total cost of the project to \$267,170.
2. The Board ratified the purchasing of the following:
 - 12 Dell Pro 16 Plus laptops for administrators from Dell Technologies at a total cost of \$11,652.00, with funding provided through the District's Committed Fund Balance.
 - 350 Dell Chromebooks for students in Grades 3, 6, and 9, inclusive of warranty and Google licensing, from Dell Technologies at a total cost of \$128,831.50, funded through the District's Committed Fund Balance.
3. The Board accepted a \$35,000 grant from the Grable Foundation, to be shared with the Hampton Township School District in support of the continuation of the Chief Experience Officer (CXO) position. Of this amount, \$25,600 will be allocated to the CXO salary and \$9,400 will be used to support related CXO programming.
4. A contract with Attack Theater was ratified for the 2025 Brentwood Moonshot Launch Day at a total cost of \$5,600. This session was funded by the second Moonshot Grant accepted by the Board in July of 2025.
5. The Board accepted a \$100,000 grant from The Tull Family Foundation, to support the athletic programs at Brentwood Borough School District.
6. An MOU between the Brentwood Borough School District, the Brentwood Education Association, the Brentwood Education Support Professionals Association and Ms. Proie regarding a life skills position was approved.
7. The Board ratified the transferring Ms. Mara Proie to serve as the life skills elementary long-term substitute for the second semester of the 2025-2026 school year, with a prorated step 1 bachelor's salary as per the collective bargaining agreement and Memorandum of Understanding (MOU).
8. Chelsea Vetere was hired as the Middle School Cheerleading Coach.
9. Mrs. Jennifer Ditoro was hired as the Social Studies Mentor.
10. Mrs. Lily Schumann-Alba was hired as the Play Art Director.
11. The substitute list was ratified.
12. An MOU between Brentwood Borough School District and the Allegheny Intermediate Unit for TransPerfect Remote Interpreting was ratified.

January 27, 2026 – General Purpose Meeting

- Ms. Nancy Rounslay provided an update on the Brentwood Elementary School project.
- Ms. Lily Briggs presented an update on the cafeteria.

1. The minutes from the December 2, 2025 Organization Meeting, the December 2, 2025 Agenda Planning Meeting, and the December 8, 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 November 30, 2025 and December 31, 2025; approved bill payments for the period December 9, 2025 through January 27, 2026; and the Board acknowledged receipt of the bank letter for December 2025 and January 2026.
3. The Board approved exoneration of the Tax Collector from the remainder of her duplicate, representing taxes, which were unable to be collected and referral of such taxes to the solicitor for collection. Such exoneration applies to the Tax Collector only and does not exonerate the taxpayer from payment.
4. The Board approved a resolution that the school district will not raise property taxes by more than the adjusted index of 4.9% for 2026-2027. With this resolution, the school district foregoes the preliminary budget process and is instead only subject to the traditional May proposed budget timelines.
5. The Board approved the School District Financial Statements and Independent Auditor's Report for the year ending June 30, 2025 as prepared by Bielau, Tierney, Coon and Company.
6. The Board approved the recommendations from the local independent audit regarding the Unassigned and Assigned portions of the Fund Balance subsequent to June 30, 2025 as determined by the Annual Financial Report.
7. The Board approved a tax equity supplement resolution for the 2025-2026 school year.
8. The Business Manager was authorized to transfer \$500,000 from the General Fund committed fund balance to the Capital Reserve Fund.
9. A resolution restating a schedule of charges, expenses costs and fees allowed under Act 1 and Act 20 relating to delinquent school taxes and liens was approved.
10. Change order number FS-1 from Great Lakes West, LLC for project #4393 for a decrease of \$3,351.93 was approved. The decrease is due to eliminating unnecessary kitchen equipment.
11. A three-month pilot Into Literature PD at a cost of \$1,125 was approved. The pilot will provide digital access to teachers and students in grades 6-12.
12. A quote from *Connection* (Public Sector Solutions) in the amount of \$115,531.77, as per PEPPM 2022, for project #4393 Brentwood Elementary Building was approved.
13. The Board approved the disposal of obsolete books.
14. A quote from CDW in the amount of \$199,075, as per PEPPM 2026 for networking equipment for the new Brentwood Elementary project #4393 was accepted.
15. A transportation contract for one student to the Elizabeth Forward Early Childhood Center beginning January 22, 2026 at a rate of \$120/day with Buckled In was ratified.
16. Mrs. Amber Neider was hired for the custodial position, effective February 9, 2026, and pending receipt of all appropriate paperwork.
17. Mr. Roger Gaughan and Mr. Jeremy Bogdanski were hired as the Girls' Flag Football assistant coaches. They will split the position and salary equally.
18. The Board accepted with regret the resignation of Mrs. Stephanie DeLuca the Coordinator of Curriculum, Instruction, and Professional Development effective 60 days from January 22, 2026 and authorize the superintendent to post the position.
19. The substitute list was ratified.
20. The Board approve Dr. Amy Burch's attendance at the Forge Future Conference being held during the AASA National Conference on Education in Nashville, TN from February 11- February 12, 2026. The conference and travel will primarily be paid for through the AASA Learning 2025 grant. The remainder of the expenses will be paid as outlined in Policy 331 Job Related Expenses.
21. The Board granted final approval for the marching band to travel to Disney World February 19-25, 2026.

22. The Board approved a scope of work contract for the CXO position beginning February and lasting through May 2026.
23. An agreement with HSDR to replace the emergency generator at the Brentwood MS/HS was approved.

The February Board meeting dates are as follows:

February 9, 2026 Public Hearing @ 6:00 pm in the Middle/High School Auditorium
February 9, 2026 Agenda Planning Meeting @ 7:00 pm in the Board Room
February 23, 2026 General Purpose Meeting @ 7:00 pm in the Board Room

