

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

AGENDA PLANNING MEETING
November 9, 2026 @ 7:00 PM

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

V. Secretary's Report – Mrs. Donna Werner
Discuss a motion to approve the minutes from October 12, 2026, Agenda Planning Meeting and the October 19, 2026, General Purpose Meeting.

VI. Recognition of Public/Comments on Agenda Items
- Pennsylvania School Board Association representative, Chelsey Pucka will present the 2026 Honor Roll Recognition to the following:
  - Mrs. Donna Werner for 25 years of service
  - Mr. David Schaap for 20 years of service
  - Mrs. Kristie Kraeuter for 10 years of service
- Ms. Lily Briggs will present a food service update.
- Dr. Bonnie Betler and Mrs. Jennifer Zunic will present on the transition of students to Brentwood Elementary School.

VII. Recommendations of the Superintendent
The Superintendent is recommending discussion, approval, or ratification of the following items of business.

A. Budget and Finance – Mr. Richard Briner, Chairperson Presenting
1. Discuss a motion to remove from the table approving the Statement of Cash Receipts, Disbursements, and Cash Balances for the period ending September 30, 2026.
2. Discuss a motion to approve the Statement of Cash Receipts, Disbursements, and Cash Balances for the period ending September 30, 2026.
3. Discuss a motion to approve the Statement of Cash Receipts, Disbursements, and Cash Balances for the period ending October 31, 2026.
4. Discuss a motion to authorize bill payments for the period of October 20 thru November 16, 2026.
5. Acknowledge receipt of the bank letter and the tax collector's report.

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

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

F. Renovation / Construction – Mr. Robert Kircher, Chairperson Presenting
1. Discuss motion to approve change order EC#2 from Pitt Electric for project #4393 for an additional amount of $7,473.91. The additional charge include:
   - remove and relocate 4 cafeteria roll up door switches per Pitt Electric PCO-09 dated 7/28/2026 in the amount of $237.09
   - change 50Amp circuits for the food service equipment 26 & 26B per Pitt Electric PCO-10 dated 8/4/2026 in the amount of $1,305.19

- add ground bars and emergency quad outlets to 2 new data rooms per Pitt Electric PCO-11 dated 8/4/2026 in the amount of $4,165.19
- provide 120V circuit for motor dampers for the RTU-4 per Pitt Electric PCO-16 dated 9/9/2026 in the amount of $1,766.54
- replace 2 Aiphone video intercom stations with (2) Avigilon Alta video intercom stations per Pitt Electric PCO-17 dated 9/8/2026 at no additional cost.

The contract balance goes from $2,860,650.00 to $2,883,207.91.

2. Discuss motion to approve change order EC#3 from Pitt Electric for project #4393 for an additional amount of $29,068.90. The additional charges include:
   - add 5 additional fire alarm smoke detectors per Pitt Electric PCO-13R dated 10/1/2026 in the amount of $3,741.82
   - add 380 "3/4" EMT conduit above completed corridor and classroom ceilings from Panel 23A per Pitt Electric PCO-18 dated 9/26/2026
   - add 208V,30A circuits and receptacles to five (5) data closets per Pitt Electric PCO-19R dated 10/15/2026
   - remove specified wall mount fixture in 4th floor elevator vestibule and install new rough in wiring to lower bulkhead of elevator doorway per Pitt Electric PCO-19 dated 10/15/2026
   - time and materials provided for Pitt Electric and Open Systems Pittsburgh Fire alarm tech to either cap off, make slices and/or end line resisters to facilitate operation of the fire alarm system through unfinished areas for elevator startup with Schindler per Pitt Electric PCO-20 dated 10/15/2026.

   The contract balance goes from $2,883,207.91 to $2,912,276.81.

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

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

1. **Discuss and ratify** a transportation contract for one student to the Elroy Elementary beginning October 26, 2026 at a rate of $300/day with Buckled In.

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

J. Athletics –Mr. Michael Gruntz, Chairperson Presenting

K. Personnel – Mrs. Kristie Kraeuter, Chairperson Presenting

1. **Discuss and ratify** the hiring of Mrs. Caitlin Caponi as the Bridge Up program mentor for two years as per the MOUs between the District, BEA and the BESPA.

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 a motion to approve the attendance of Mrs. Jennifer Pesanka, Mrs. Kristin Alex, and Mr. Jeffrey George at the PASBO Annual Conference in Hershey, PA from March 9-12, 2027. The District is responsible for expenses as outlined in Policy 331.
2. Discuss changing the night of board meetings.
3. Discuss a motion to adopt the 2027 School Board Meeting Schedule that includes Agenda, Organization, Committee, and General Purpose meetings. The School Board may take action or conduct business for any particular or general purpose at any of these meetings.
4. Discuss a motion to approve the attendance of Dr. Doug Szokoly at the SAS Institute in Hershey, Pennsylvania, from December 6, 2026 through December 8, 2026. The costs of the trip will be covered as per Policy 331 Job Related Expenses.

VIII. Other Items for Discussion – Dr. Amy Burch

IX. Solicitor's Report

X. Other Business/Public Comment on Non-Agenda Items

XI. Adjournment