

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
NOVEMBER 8, 2016**

CALL TO ORDER

The Burrell School District Board of Directors Agenda Meeting was held in the High School Board Room and called to order at 7:03 PM by President Shank.

PLEDGE OF ALLEGIANCE

Ms. Shank asked all present to participate in the Pledge of Allegiance.

ROLL CALL

The following responded to Roll Call: Mrs. Genia Koziarski, Mr. James D. Kunkle, Mrs. Gretchen V. Beveridge, Mr. Christopher S. Wojcik, Mrs. Linda Woiewodski, Mrs. Pam Key and Ms. Tricia Shank. The following members were absent: Mrs. Deborah Kinosz and Mr. Jamie Berdar. Also in attendance were: Dr. Shannon L. Wagner, Superintendent, Dr. Matthew R. Conner, Assistant Superintendent, and Mrs. Jennifer S. Callahan, Business Administrator/Board Secretary.

**EXECUTIVE SESSION-
NOVEMBER 8, 2016 – IMMEDIATELY FOLLOWING AGENDA MEETING –
PERSONNEL AGENDA AND COLLECTIVE BARGAINING
NOVEMBER 15, 2016 – 7:00 PM – PERSONNEL AGENDA**

Ms. Shank announced the Board's Executive Sessions.

REVIEW OF AGENDA ITEMS

The Board reviewed items scheduled for the regular meeting to be held on November 15, 2016.

COMMENTS FROM THE PUBLIC – AGENDA ONLY

There were no comments from the public.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

ADMINISTRATION – DR. WAGNER

DISTRICT OPERATIONAL PLAN 2016-2017 – INFORMATION

Dr. Wagner stated that she and Dr. Conner will share information regarding the District Operation Plan at next week's Board meeting.

APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH LOWER BURRELL POLICE DEPARTMENT

Dr. Wagner provided information about the School Resource Officer (SRO) discussions with the City of Lower Burrell. The Board committee and City Council met twice to try to work out an agreement. She stated that the City has agreed to absorb \$28,000 of additional expenditures.

Board members reviewed the summary of incidents, the summary of Safe Schools report, breakdown of costs and draft of MOA which is being reviewed by the solicitor. Dr. Wagner stated the MOA may need further Board discussion since the Board is being asked to consider the proposal next week for period January 1, 2017 to end of 2018-2019 school year. She asked Ms. Shank and Mrs. Key if they want to comment and share information since they participated on the committee.

Ms. Shank stated the committee discussed many items including cost, incidents, officer seniority, use of less senior officer, training days, visibility in all buildings, availability and reports to the District/Superintendent on a regular basis.

Mr. Kunkle stated that although the incident report shows 51 incidents during January 2015 through September 2016, the report does not indicate if criminal charges have been filed on these items and he would like to see that data. He stated that since police respond to certain situations even without the SRO in place, he is concerned with the amount of money. Mr. Kunkle feels that the Board made the decision to hold the line and approved the maximum cost of \$55,000 but is now considering a higher amount. He believes \$75,000 is still a lot of money and suggests considering other alternatives to lessen the burden on taxpayers. He stated he supports the safety and security of students. He added that \$75,000 also equals approximately 1.5 teachers.

Mr. Kunkle stated he believes the school district should be in the business of educating students and the police should be in the business of safety and security. He understands that the City has tried to come to better terms for the District, but there are other school districts doing other things for school security positions and he feels other options should be considered. He asked the cost of a School Police Officer (SPO).

Mr. Kunkle stated he believes that the Board is letting emotions guide the decisions. He has nothing against the City and understands Chief Weitzel and Mayor Callender's beliefs and the concept of SRO in schools, but he believes the bottom line is that this method is too costly for our District.

Dr. Wagner stated that based on a survey of local districts, the common cost for a SPO is approximately \$35,000 and also requires petitioning the judge for approval. There would be some other costs, such as training, but these would be minimal.

Mrs. Callahan added that additional insurance costs are estimated at \$1,500-\$2,000.

Ms. Shank stated that the committee really stressed to the City that the cost is the issue and asked if there is anything else that can be done. She stated that it is her understanding that the City feels this proposal is the best they can offer. The committee decided to bring it to the Board for a vote because of the timeline. Ms. Shank indicated this is what the City is proposing and the Board must decide if they are willing to accept the proposal to keep the SRO or go the route of SPO.

Mrs. Key stated that even though the Board voted to cap the maximum cost, once several community members came to the September meeting and expressed opinions, she reconsidered the SRO cost because many parents indicated that they want the SRO. This resulted in her re-evaluating and then voting to extend the agreement to the end of the year.

Mr. Kunkle stated that only a small minority of parents in the District came and spoke at the meeting. He feels social media may have stirred that up a bit with comments and not necessarily full facts. Mr. Kunkle agrees that many people respect Detective Marhefka and the job that he performs.

Mrs. Woiewodski agrees that emotions are affecting the decision and she also agrees that Detective Marhefka is great, but he can't be in all places at all times.

Ms. Shank stated that for the cost of SRO, the District could possibly have two SPO's so that two buildings would be covered.

Mrs. Key added that the District is paying the majority of the cost of SRO but he doesn't necessarily have to answer to the District because he is not our employee. She stated that she believes the SRO should have to answer/report to the District because he is serving our District. This was also discussed at the committee meeting.

Mr. Wojcik stated that aside from the cost, his biggest concern is the relationship Detective Marhefka has built with the students and he feels it has taken time to build them. He stated that in buildings full of teachers, who are role models, students should feel comfortable talking to them and building relationships with them. Mr. Wojcik added that if the Board decides to go another route, relationships could be built again and there may be others who can do so.

Mrs. Woiewodski stated that she agrees with Mr. Wojcik and added that at some point it will be a different person, so they will need to develop relationships again.

Mrs. Koziarski asked for clarification on the District's costs in the proposal vs. the prior agreement.

Dr. Wagner explained the estimated cost to the District decreases from \$95,500 to approximately \$75,000 because the city is proposing to take on the costs of workers compensation and pension.

Mrs. Beveridge stated that Burrell is not the only school districting facing this issue, it is statewide.

Mrs. Key added that the estimated costs will continue to go up as salary, benefits and costs increase.

Mr. Kunkle added that he believes this will be a contentious issue every two years when the agreement expires.

Mrs. Koziarski asked if the Board does not agree to the current extension and it expires on December 31, what is the timeframe for other options.

Dr. Wagner stated that if the Board decides to consider an SPO, she would start by advertising with the intent to hire an SPO in January.

Mrs. Koziarski stated she is concerned whether there is an adequate pool of candidates.

Dr. Wagner stated the Board can choose to table the vote next week, explore options and then consider the MOA at the December 6 meeting.

There was no further discussion on SRO.

OTHER ADMINISTRATION – DR. CONNER

PARENT/TEACHER CONFERENCES – INFORMATION

Dr. Conner announced that parent/teacher conferences are this Thursday evening and Friday morning. He stated that Skyward was used for scheduling.

Ms. Shank and Mrs. Beveridge stated that Skyward scheduling worked very well.

Mrs. Woiewodski stated that some parents commented that they are concerned with the complicated new report card.

Mrs. Koziarski added that many parents complained but they didn't attend the meetings that were held to explain why there is a new report card and how to understand it. Once the information was explained, the parents seemed to understand.

Dr. Wagner added that Stewart School used a hybrid report card which was helpful because one can see the exact areas where students are weak and need improvement.

Ms. Shank added that she too found that very helpful. She was able to ask for extra work on certain standards to help student ability improve. Ms. Shank also added that this is a lot more work for teachers.

Mrs. Koziarski feels once parents understand, they will be happy with the report card.

PROFESSIONAL DEVELOPMENT – INFORMATION

Dr. Conner stated that staff in-service will be held November 10, 2016.

BURRELL EDUCATION FOUNDATION REPORT – INFORMATION

Dr. Conner reported that Burrell Education Foundation Directors recently met and approved over \$10,000 in mini-grants for staff who apply for grants for innovative ideas/opportunities.

BUSINESS – MRS. CALLAHAN

APPROVAL OF RESOLUTION AUTHORIZING INCURRING OF NONELECTORAL DEBT BY ISSUANCE OF GENERAL OBLIGATION BONDS, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED () DOLLARS (\$) AND SAVINGS TO BE AT LEAST () DOLLARS (\$) COVENANTING TO PAY, AND PLEDGING ALL AVAILABLE TAXING POWER FOR THE PAYMENT OF THE BONDS; ESTABLISHING A SINKING FUND AND APPOINTING A SINKING FUND DEPOSITORY; FIXING THE FORM, MAXIMUM INTEREST RATES, MATURITY DATES, REDEMPTION AND OTHER PROVISIONS FOR THE PAYMENT THEREOF; COVENANTING TO ACCEPT A PROPOSAL FOR THE PURCHASE OF THE BONDS; AUTHORIZING A FILING OF REQUIRED DOCUMENTS WITH THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT; RATIFYING AND DIRECTING CERTAIN ACTIONS OF OFFICERS; AND MAKING CERTAIN OTHER COVENANTS AND PROVISIONS IN RESPECT OF THE BONDS

Mrs. Callahan stated that last month she presented detailed financial information on potential bond refunding. Currently the District has approximately \$8 million of the 2005 bond issue that can be refunded for a substantial savings. She explained the process and some of the laws/rules regarding refunding. She also discussed the legal requirements for savings received at closing to be spent on capital expenditures named in the bond resolution within three years. Mrs. Callahan

stated that the list of potential capital items were reviewed last month and reminded Board members that all potential capital items must be on the list but not all have to be completed.

Mrs. Callahan reviewed estimated costs involved, savings sensitivity estimates and payment structure. She stated that last month the savings for potential bond refunding was approximately \$650,000. This month, the current potential savings are estimated at approximately \$675,000. Board members were reminded that bond proceeds received at closing are required to be spent on capital improvements within three years of closing and that the District must commit 10% or approximately \$50,000 within six months.

Mrs. Callahan explained that the market fluctuates up and down so the actual savings will not be known until the bonds are marketed around of December 1. She stated that the Board will be asked to consider the bond resolution next week and there will be a “not to exceed” amount so that the District can get the maximum savings amount at that time. Mrs. Callahan stated this is the same procedure that has been used the last few bond refundings with favorable results.

Mrs. Callahan asked Board members if they need additional information or have any questions. She stated she is recommending proceeding with the resolution and refunding next week, which commits to moving forward.

Mrs. Callahan stated that a representative of PNC Capital Markets, underwriter, and Lisa Chiesa, bond counsel from Clark Hill, will be at next week’s meeting to review details of the resolution.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

Mrs. Koziarski made a motion, seconded by Mrs. Beveridge, that the Board adjourn the meeting at 8:08 PM.

Roll Call: All in Favor.

Motion Carried.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew

COMMENTS FROM THE PUBLIC – AGENDA ONLY

Chuck Weston, 901 Hartge Road

- Asked Board to spend money wisely
- Issue with value receiving vs. amount paying
- Consider alternatives for school safety
- Believes District is paying too much for SRO
- District should live within their means

Chris Jarussi, 801 Brady

- Asked if grant was applied for and awarded to District
- Requests statistics on major/minor incidents

Ms. Shank stated the grant was applied for and not awarded to the District. She also stated that the incident report with statistics is available for review.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

ADMINISTRATION – DR. WAGNER

STUDENT/STAFF RECOGNITION

Dr. Wagner recognized the following:

Girls Soccer Team – Demonstrated leadership, sportsmanship and patriotism for singing national anthem during microphone/loud speaker malfunctions at several games

Girls Soccer Team – Commended by Sargent Henry Luck, retired military, for singing national anthem during microphone/loud speaker malfunctions

Girls Soccer Team – Commended by Senator Jim Brewster for singing national anthem during microphone/loud speaker malfunctions at three games

Brian Querry – Semifinalist for Music & Arts Music Educator of the Year Award for outstanding achievement in music education

DISTRICT OPERATION PLAN 2016-2017 – INFORMATION

Dr. Wagner reviewed the District Operation Plan 2016-2017 and highlighted the Objectives, Performance Standards, and Action Plan Goals.

APPROVAL OF POLICY 626 – FEDERAL FISCAL COMPLIANCE (Attachment 11-5)

Motion by: Mr. Wojcik

Seconded by: Mrs. Woiewodski

Roll Call: All in Favor

Motion carried.

APPROVAL OF REVISION TO POLICY 808 – FOOD SERVICES (Attachment 11-6)

Motion by: Mrs. Key

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

APPROVAL OF REVISION TO POLICY 609 – INVESTMENT OF DISTRICT FUNDS (Attachment 11-7)

Motion by: Mrs. Woiewodski

Seconded by: Mr. Berdar

Roll Call: All in Favor

Motion carried.

APPROVAL OF REVISION TO POLICY 806 – CHILD ABUSE (Attachment 11-8)

Motion by: Mrs. Key

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH CITY OF LOWER BURRELL REGARDING SCHOOL RESOURCE OFFICER FOR PERIOD JANUARY 1, 2017 THROUGH END OF 2018-2019 SCHOOL YEAR

Ms. Shank stated that when the School Resource Officer (SRO) program began, the District was worried about sustaining the cost without grant money. Also, at inception, the Board was under perception that the program would not require additional officers for the City of Lower Burrell. She stated that she believes it is not a valid perception that the City will have an extra officer as a result of the District's decision. She stated that she now notices the City needs and benefits from having extra officers in the current situation. In light of that and in light of public opinion, and with the District trying to be fiscally responsible, Board member opinions have waived back and forth.

Ms. Shank believes that between now and 2019 there is plenty of time for the District and City to plan knowing that there will be increases in salary and benefits and that the District may not be able to fund the SRO program if lawmakers do not provide funding. She stated she believes the District should continue to fulfill the obligation and continue with Detective Marhefka as SRO

through the City. She stated she feels certain that at the end of the agreement the District will not be able to sustain the costs without other means such as grant funding, state support, etc.

Mr. Wojcik asked if the District could be disqualified from being awarded grant money.

Ms. Shank stated that there is a good chance of receiving grant money when applying next year.

Dr. Wagner clarified that the City submits the application for this type of grant. She stated that the funds were likely not awarded this year because there was not a signed Memorandum of Agreement between the District and the City.

Chief Weitzel summarized the application process and reiterated that it is likely that the City was not awarded a grant because there was not an MOA in place.

Motion by: Mrs. Key

Seconded by: Mrs. Koziarski

Roll Call: Koziarski, Kinosz, Beveridge, Berdar, Key, Shank: All voted "Yes"
Kunkle, Wojcik, Woiewodski: All voted "No"

Motion carried.

OTHER ADMINISTRATION – DR. CONNER

PARENT/TEACHER CONFERENCES – INFORMATION

Dr. Conner stated parent-teacher conferences were held November 10-11, 2016.

PROFESSIONAL DEVELOPMENT – INFORMATION

Dr. Conner stated that staff in-service was held during the day on November 10th and covered topics ranging from the Collin's Writing program, Google Classroom, Makerspace idea generating and vertical alignment.

BURRELL EDUCATION FOUNDATION REPORT – INFORMATION

Dr. Conner stated that Burrell Education Foundation's main purpose is to support teacher mini-grants and student scholarships. He reported that Burrell Education Foundation Directors recently met and approved over \$10,000 in mini-grants for staff who applied for grants for innovative ideas or opportunities.

Dr. Conner indicated that BEF gets funding from the annual golf outing and Bowl-A-Thon. The Bowl-A-Thon is scheduled for February 12, 2017.

Mrs. Beveridge asked what types of projects received mini-grants.

Dr. Conner stated a few of the projects included were Arts & Bots, Land, Sea, Air Challenge presentation, Chemistry Food Cook-Off, Vinyl Art Maker Space Expedition, Rocket Challenge, etc.

APPROVAL OF ADDITIONAL CONTRACT FOR ESL SERVICES FROM WESTMORELAND INTERMEDIATE UNIT FOR 2016-2017 SCHOOL YEAR

Motion by: Mrs. Woiewodski

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

Mrs. Koziarski stepped out of the Board meeting.

PERSONNEL – MS. SHANK (Attachment 11-9)

Motion by: Mr. Berdar

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

NORTHERN WESTMORELAND CAREER & TECHNOLOGY CENTER REPORT-MR. KUNKLE/MRS. KOZIARSKI

Members received a summary of the October 20, 2016 meeting.

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

Members received a summary of the October 25, 2016 meeting. Mrs. Beveridge stated Dr. Jason Conway, Executive Director, will attend the January Board meeting to discuss current items at the Intermediate Unit. Mrs. Beveridge also stated she will be attending a WIU event on November 19, 2016.

LEGISLATIVE REPORT – MRS. WOIEWODSKI

Mrs. Woiewodski presented the PSBA Legislative Report:

- HB 1907 - Truancy Reform
- HB 1734 - Act 48 Deadlines
- HB 2078 - PDE to process applications for college certification of US Armed Forces, Veterans and spouses

Mrs. Callahan introduced Ms. Sharon Geffel, PNC Capital Markets LLC, Bond Underwriter. Ms. Geffel reviewed current debt savings, call date information, current debt service net of reimbursement, refunding of bonds, savings at closings and guidelines for spending.

Mrs. Beveridge asked if the election affected the market rates.

Ms. Geffel stated that the election has caused the bond rates to increase which results in less savings. She explained that the market fluctuates up and down and she hopes for stability when the bonds are marketed on December 1. Ms. Geffel stated a “not to exceed” amount and “minimum savings” amount have been included. She also reviewed the timeline and projected closing in January 2017.

Mrs. Callahan introduced Lisa Chiesa, Esquire, Clark Hill LLC, Bond Counsel. Ms. Chiesa explained the Debt Ordinance, requirements for spending on capital projects, defined projects, Debt Service Schedule and Debt Act requirements.

Ms. Chiesa explained that the “not to exceed” resolution provides maximum flexibility for debt service savings. She indicated that Mr. Lee Price, Solicitor, has also reviewed the bond refunding documents.

Motion by: Mrs. Beveridge

Seconded by: Mrs. Woiewodski

Roll Call: All in Favor

Motion carried.

COMMUNICATIONS

Members received items of communications in their packets.

REQUESTS FOR USE OF BUILDINGS (Attachment 11-11)

Motion by: Mrs. Woiewodski

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

PAYMENT OF BILLS (Attachment 11-12)

Motion by: Mrs. Woiewodski

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

COMMENTS FROM THE PUBLIC

Richard Callender, Mayor, City of Lower Burrell

- Thanked Dr. Wagner, Dr. Conner, and Committee members: Mrs. Key and Ms. Shank, for working on reaching an amicable agreement with the City. He stated he will direct Chief Weitzel to apply for future grants when available and to also seek other funding.
- Thanked Board for providing the best opportunity for safety and looking out for the safety and well-being of students.
- Believes that child safety is District's responsibility while they are in school

Ms. Shank stated she believes that safety is a shared responsibility with the city, parents and community.

ADJOURNMENT

Mrs. Beveridge made a motion, seconded by Mrs. Key, that the Board adjourn the meeting at 8:35 PM.

Roll Call: All in Favor.

Motion carried.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew