

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
FEBRUARY 13, 2018**

CALL TO ORDER

The Burrell School Board Agenda Meeting was held in the High School Board Room and called to order at 7:02 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: Dr. Rachel Linderman, Mrs. Jane A. Kinter, Mr. James D. Kunkle, Mrs. Gretchen Beveridge, Mr. Rick Kaczor, Mrs. Pam Key, Mrs. Genia Koziarski, Mr. Christopher S. Wojcik and Ms. Tricia Shank. Also in attendance were: Dr. Shannon L. Wagner, Superintendent, Dr. Gregory Egnor, Director of Student Services, and Mrs. Jennifer S. Callahan, Business Administrator/Board Secretary.

EXECUTIVE SESSION-

**JANUARY 16, 2018 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL
AGENDA**

**FEBRUARY 13, 2018 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL
AGENDA**

FEBRUARY 20, 2018 – 7:00 PM – PERSONNEL AGENDA

Ms. Shank announced the Board's Executive Sessions.

AGENDA REVIEW

The Board reviewed items scheduled for the regular meeting to be held on February 20, 2018.

COMMENTS FROM THE PUBLIC – AGENDA ONLY

There were no comments from the public.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

SUPERINTENDENT – DR. WAGNER:

STUDENT/STAFF RECOGNITION

Dr. Wagner commended the Middle School Drama Club and Mrs Stack for the wonderful job and talented performers on the Beauty and The Beast play. She indicated the play was sold out.

APPROVAL OF POLICY 251 – HOMELESS STUDENTS

FIRST READING OF REVISION TO POLICY 707 – USE OF SCHOOL FACILITIES

Dr. Wagner explained the changes to Policy 707 – Use of School Facilities including reflecting the change of responsibility to the Athletic Director and some of the fee increases.

FIRST READING OF REVISION TO POLICY 800 – RECORD RETENTION

Dr. Wagner explained the change to Policy 800 – Record Retention to include federal program documents on retention schedule.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH BURRELL EDUCATION ASSOCIATION REGARDING CREDIT RECOVERY PROGRAM 2018

Dr. Wagner explained the Memorandum of Agreement and stated the changes are date changes.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH BURRELL EDUCATION ASSOCIATION REGARDING DISTANCE LEARNING DEVELOPMENT AND IMPLEMENTATION 2018-2019

Dr. Wagner explained the Memorandum of Agreement and stated the changes are proposed rate and date changes.

PERMISSION FOR VARSITY WRESTLING COACH TO CHAPERONE WRESTLING PARTICIPANTS ON OVERNIGHT TRIPS: WPIAL INDIVIDUAL SECTION AND WPIAL CHAMPIONSHIP MEET, CANON-MCMILLAN HIGH SCHOOL, FEBRUARY 15-16, 2018; PIAA INDIVIDUAL REGIONAL TOURNAMENT, INDIANA UNIVERSITY OF PENNSYLVANIA, FEBRUARY 22-24, 2018

Dr. Wagner explained the overnight trips.

Ms. Shank suggested the WPIAL trip be approved tonight because of the dates.
Mrs. Koziarski made a motion to grant permission for varsity wrestling coach to chaperone wrestling participants on overnight trip: WPIAL Individual Section and WPIAL Championship Meet, Canon-McMillan High School, February 15-16, 2018.

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

PERMISSION FOR MICHAEL PAGNOTTA TO CHAPERONE ONE HIGH SCHOOL STUDENT ON OVERNIGHT TRIP: PMEA ALL STATE JAZZ ENSEMBLE, LANCASTER, PA, APRIL 18-21, 2018

PERMISSION TO PLACE A SPECIAL EDUCATION (K-8) STUDENT TEACHER FROM SETON HILL UNIVERSITY IN HUSTON MIDDLE SCHOOL FOR SPRING SEMESTER 2018

APPROVAL OF 2018-2019 SCHOOL CALENDAR

Mrs. Shank asked Dr. Wagner to explain the calendar process.

Dr. Wagner explained that two proposed calendars were prepared and presented to the Curriculum and Instruction Committee for review and opinion. The Board is presented with the calendar that the majority selected.

Dr. Wagner explained that the early starting date allows for additional days before test dates.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR:

STUDENT ASSISTANCE PROGRAM – INFORMATION

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

Mrs. Beveridge reported that she attended a presentation of a computer software program as part of the IT committee for WIU Board.

PSBA LIAISON – MRS. KEY

Mrs. Key indicated that she will report on Governor Wolf's proposed state budget, specifically items related to education.

BUSINESS – MRS. CALLAHAN:

APPROVAL OF BUDGETARY TRANSFERS

BUDGET 2018-2019 WORKSHOP MEETING - INFORMATION

COMMENTS FROM THE PUBLIC

Courtney Kobelenske, 442 Violet Drive

- Thanked Board for requested swim board
- Fundraiser with Mrs. Lott and Ms. Smith, Stewart teachers
- Suggested fundraising event by High School girls basketball team

Dr. Wagner stated that the Building Request form is available on the District website. Dr. Wagner also suggested partnering with a student group or booster group to reduce any costs that may result based on Use of Facility Policy.

ADJOURNMENT

Mr. Kunkle made a motion, seconded by Mrs. Key, that the Board adjourn the meeting at 7:28 PM.

Roll Call: All in Favor.

Motion carried.

Jennifer S. Callahan, Board Secretary

JSC/lew

**BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
FEBRUARY 20, 2018**

CALL TO ORDER

The Burrell School Board Meeting was held in the High School Board Room and called to order at 7:34 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: Dr. Rachel Linderman, Mrs. Jane A. Kinter, Mr. James D. Kunkle, Mrs. Gretchen Beveridge, Mr. Rick Kaczor, Mrs. Pam Key, Mrs. Genia Koziarski, Mr. Christopher S. Wojcik and Ms. Tricia Shank. Also in attendance were: Dr. Shannon L. Wagner, Superintendent, Dr. Gregory Egnor, Director of Student Services, Mrs. Jennifer S. Callahan, Business Administrator/Board Secretary, and Mr. Anthony Giglio, Solicitor.

EXECUTIVE SESSION

JANUARY 16, 2018 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL AGENDA

FEBRUARY 13, 2018 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL AGENDA

FEBRUARY 20, 2018 – 7:00 PM – PERSONNEL AGENDA

Ms. Shank announced the Board's Executive Sessions.

APPROVAL OF MINUTES

Agenda Meeting – January 9, 2018

Regular Meeting – January 16, 2018

TREASURER'S REPORT – JANUARY 2018 (Attachment 2-1)

SCHOOL LUNCH REPORT – JANUARY 2018 (Attachment 2-2)

STUDENT ACTIVITY FUND REPORT – JANUARY 2018 (Attachment 2-3)

NURSES' REPORT – JANUARY 2018 (Attachment 2-4)

Motion by: Mrs. Koziarski

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

COMMENTS FROM THE PUBLIC – AGENDA ONLY

There were no comments from the public.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

SUPERINTENDENT – DR. WAGNER:

STUDENT/STAFF RECOGNITION

Dr. Wagner recognized the following:

NWCTC Student Winners for SkillsUSA District 8 Competition: Dylan George, 2nd Place-Auto Mechanics/Diesel Equipment; Hayley Herman, 3rd Place-Cosmetology/Skill Demonstration; Ian Marino, 3rd Place-Welding/Related Technical Math

Lucas Ciesielski, Senior – PMEA All State Jazz Ensemble

BHS Concert Choir – National Anthem at Duquesne University Boys Basketball game

Varsity Wrestling - WPIAL Champion (12th in a row)

Honor Bill Goodiski – Bon Air custodian for 27 years

APPROVAL OF POLICY 251 – HOMELESS STUDENTS (Attachment 2-5)

Motion by: Mr. Wojcik

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

FIRST READING OF REVISION TO POLICY 707 – USE OF SCHOOL FACILITIES

Motion by: Mrs. Koziarski

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

FIRST READING OF REVISION TO POLICY 800 – RECORD RETENTION

Motion by: Mr. Kaczor

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH BURRELL EDUCATION ASSOCIATION REGARDING CREDIT RECOVERY PROGRAM 2018

Motion by: Dr. Linderman

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH BURRELL EDUCATION ASSOCIATION REGARDING DISTANCE LEARNING DEVELOPMENT AND IMPLEMENTATION 2018-2019

Motion by: Mrs. Koziarski

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

PERMISSION FOR VARSITY WRESTLING COACH TO CHAPERONE WRESTLING PARTICIPANTS ON OVERNIGHT TRIP: PIAA INDIVIDUAL REGIONAL TOURNAMENT, INDIANA UNIVERSITY OF PENNSYLVANIA, FEBRUARY 22-24, 2018

Motion by: Mrs. Key

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

PERMISSION FOR MICHAEL PAGNOTTA TO CHAPERONE ONE HIGH SCHOOL STUDENT ON OVERNIGHT TRIP: PMEA ALL STATE JAZZ ENSEMBLE, LANCASTER, PA, APRIL 18-21, 2018

Motion by: Mrs. Kinter

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

PERMISSION TO PLACE A SPECIAL EDUCATION (K-8) STUDENT TEACHER FROM SETON HILL UNIVERSITY IN HUSTON MIDDLE SCHOOL FOR SPRING SEMESTER 2018

Motion by: Dr. Linderman

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

APPROVAL OF 2018-2019 SCHOOL CALENDAR (Attachment 2-6)

Motion by: Mrs. Kinter

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

CENTER FOR HEALTH PROMOTION AND DISEASE PREVENTION: PARENT ENGAGEMENT PROJECT – INFORMATION

Dr. Wagner explained the request for the District to participate in the program at no cost.

OTHER REMARKS

Dr. Wagner summarized the situation that has transpired over the last few days to inform the Board and public and to answer any questions.

Ms. Shank thanked Dr. Wagner for the efficient factual summary.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR:

STUDENT ASSISTANCE PROGRAM – INFORMATION

Dr. Egnor discussed the Student Assistance Program. He reviewed the District's use of the "enhanced liaison" model, and presented data of SAP referrals in the district through January 31, 2018.

PERSONNEL – MS. SHANK (Attachment 2-7)

Motion by: Mrs. Beveridge

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

NORTHERN WESTMORELAND CAREER & TECHNOLOGY CENTER REPORT – MR. WOJCIK/DR. LINDERMAN

Members received a summary of the February 15, 2018 meeting.

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

Members received a summary of the January 23, 2018 meeting. Mrs. Beveridge also reported:

- New WIU Board members
- IT/Infrastructure Committee assignment
- Board Appreciation
- Student artwork

LEGISLATIVE REPORT – MRS. KEY

Mrs. Key reported the following:

- Governor's proposed state budget
- Education increases
- PSBA believes proposal is positive for PA public schools
- Workforce development
- State recess

BUSINESS – MRS. CALLAHAN:

APPROVAL OF BUDGETARY TRANSFERS (Attachment 2-8)

Motion by: Mrs. Beveridge

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

BUDGET 2018-2019 WORKSHOP MEETING - INFORMATION

Mrs. Callahan announced the Budget 2018-2019 Workshop public meeting will be held Tuesday, March 27, 2018 at 6:00 PM.

COMMUNICATIONS

Members received items of communications in their packets.

REQUESTS FOR USE OF BUILDINGS (Attachment 2-9)

Motion by: Mrs. Key

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

PAYMENT OF BILLS (Attachment 2-10)

Motion by: Mrs. Key

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

COMMENTS FROM THE PUBLIC

Erin Corrado, 3008 Wachter Avenue

- School threat
- Bullying/threats

Dr. Wagner stated the situation was conversation between students and was not intended to be a threat but the situation became heightened as a result of social media. She also stated that any potential concern is investigated by the Lower Burrell Police.

Tina Donley, 668 Vance Drive

- Entry to schools during school hours
- Secondary measures for prohibited entry

Dr. Wagner stated that all doors are locked and visitors must use the front entrances. Teachers and employees have access through electronic keys and students are monitored coming into the buildings.

Dr. Wagner acknowledged Chief Weitzel has improved school district security during the last five years through training, partnership, School Resource Office on site and ALICE training for all staff.

Dr. Wagner indicated that Mrs. Carla Roland, Assistant High School Principal and Safe Schools Administrator, is investigating additional security locks. Dr. Wagner asked Mr. Dave Ploskunak, Facilities Director, to describe the door lock item.

Dr. Wagner added that parent input is welcomed and suggested interested parents join the Parent Advisory Committee. She added that a parent survey will be included in District Comprehensive Plan process which will be starting soon.

Jennifer Blatstein, 2793 Grant Street

- Student training
- Metal detectors
- Evacuation plan

Dr. Wagner stated teachers have received active shooter training. She explained that students participate in fire and lockdown training monthly.

Dr. Wagner indicated the District has portable metal detectors and they are used randomly or when threats or concerns arise. To date we have not installed permanent detectors in entrances of all building to avoid creating an atmosphere of fear or prison. That could change at some point. Dr. Wagner also stated that Project Discover includes a presentation by Chief Weitzel regarding school safety and evacuation plan information.

Chief Weitzel, City of Lower Burrell Chief of Police

- Dr. Wagner providing accurate information
- Police heavily deployed to schools this week with no credible threat, but for children's well-being and comfort
- Important to setup in layers
- Officers on site doing their job
- Not resting on laurels of plan
- Joined county committee to continue to learn and provide input in school safety and plans
- Believes this is the new reality - school threats will keep coming
- Cannot guarantee 100% safety at any place such as school, concert, mall, etc.
- Will do best to be prepared and continue to plan and train to best handle potential situation and keep our kids safe
- Solid relationship between District and Police
- District and Police must take care of the kids

Theresa Benson, 2564 Carl Avenue

- Helping kids understand

Erin Corrado, 3008 Wachter Avenue

- Consider increasing punishment as deterrent to school threats

Jennifer Blatstein, 2793 Grant Street

- Questions if real threats would be posted on social media

Chief Weitzel

- Criminal charges must rise to level of threat
- Studies show indicators usually appear
- Will continue to train with District and work together for safety of our students

Melissa Locke, 1001 Maple Court

- Door locks

Lisa Duncan, 241 Reed Street

- Asked Chief Weitzel his opinion on teachers carrying guns

Chief Weitzel

- Creates additional potential situation and concerns
- Prefers teachers in schools and others with no law enforcement or military training not armed in schools

Ms. Shank indicated that she believes many teachers have children and their natural instinct is to cover the kids.

Tina Donley, 668 Vance Drive

- Policy and procedures when fire alarm pulled

Mrs. Roland stated that teachers take students to the field, people are on each side to look at rows and create layers. The schools do drills and make adjustments and refine the process as necessary.

Tina Donley, 668 Vance Drive

- Thank Chief Weitzel, his police force and the District for what they do

Chief Weitzel

- Believes Police and District work well together and will continue to train and plan for the safety of students

Russ Seibert, 414 Chapeldale Drive

- Discussion with students regarding matter

Dr. Wagner stated that Dr. Boylan spoke to students. She indicated that she will be sharing more details with parents this evening and asking them to share with the students.

Lisa Duncan, 241 Reed Street

- What happens when student returns to school

Dr. Wagner stated she, Dr. Boylan and Mrs. Roland will be discussing the best plan of action to prevent problems for the student.

Chief Weitzel encouraged parents to talk to their children about the situation and also empower them to say something.

Mrs. Kinter suggested parents talk to friends in their circle and encouraged them to state facts on social media instead of rumors.

Ms. Shank thanked everyone for the comments, including Chief Weitzel for his helpful input and Dr. Wagner for explanations. Ms. Shank expressed hope that we move forward and do damage control with social media.

ADJOURNMENT

Mr. Kunkle made a motion, seconded by Mrs. Kinter, that the Board adjourn the meeting at 8:51 PM.

Roll Call: All in Favor.

Motion carried.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew