

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
NOVEMBER 14, 2017**

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 7:14 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. Deborah Kinosz, Mr. James D. Kunkle, Mrs. Gretchen V. Beveridge, Mr. Christopher S. Wojcik, Mrs. Linda Woiewodski, Mrs. Genia Koziarski, Mrs. Pam Key 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-
NOVEMBER 14, 2017 – IMMEDIATELY FOLLOWING AGENDA MEETING –
PERSONNEL AGENDA
NOVEMBER 21, 2017 – 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 21, 2017.

COMMENTS FROM THE PUBLIC – AGENDA ONLY

There were no comments from the public.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

SUPERINTENDENT – DR. WAGNER

DISTRICT OPERATIONAL PLAN 2017-2018 – INFORMATION

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

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

Mrs. Beveridge reported that Dr. Conway, WIU Director, will present information in January regarding the Clairview School building.

BUSINESS – MRS. CALLAHAN

APPROVAL OF BUDGETARY TRANSFERS

Mrs. Callahan discussed the security radio system.

PERMISSION TO DISCARD OBSOLETE EQUIPMENT

Mrs. Callahan reviewed the equipment discard list and the item recommended for negotiated sale by the Music department.

APPROVAL OF CAPITAL RESERVE FUND BUDGET 2017-2018 REVISION

Mrs. Callahan explained the request to reallocate funds budgeted in Capital Reserve for High School athletic storage to High School MakerSpace equipment.

Dr. Boylan discussed the grade 4-12 vision regarding using technology and incorporating projects into classroom learning. He stated the technology vision is to provide entrepreneurial opportunities and added that an additional laser printer/cutter in the High School MakerSpace could create items that can be used to enhance the aesthetic look of the building. Dr. Boylan stated students can take ownership in the building and do things to benefit the building. Similarly, many other things currently go on in the High School, such as the Green Team tries to get nontraditional students interested in school and capture these students to pursue their passion. These programs help support attempts to think outside the box and push the envelope.

Mrs. Beveridge asked about classroom visits to see these new innovative spaces.

Dr. Boylan agreed that classroom visits would be worthwhile. He also commended Mr. Zanella and Mr. Haberman for being involved and helping to make the building more modern and inviting while trying to engage student's passion.

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 7:33 PM.

Roll Call: All in Favor.

Motion Carried.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew

**BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
NOVEMBER 21, 2017**

CALL TO ORDER

The Burrell School District Board of Directors Meeting was held in the High School Board Room and called to order at 7:32 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. Deborah Kinosz, Mr. James D. Kunkle, Mrs. Gretchen V. Beveridge, Mr. Christopher S. Wojcik, Mrs. Linda Woiewodski, Mrs. Genia Koziarski and Ms. Tricia Shank. The following member was absent: Mrs. Pam Key. 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.

Board Members and administration observed a moment of silence in memory of Officer Brian Shaw, former Burrell School District graduate.

EXECUTIVE SESSION-
NOVEMBER 14, 2017 – IMMEDIATELY FOLLOWING AGENDA MEETING –
PERSONNEL AGENDA
NOVEMBER 21, 2017 – 7:00 PM – PERSONNEL AGENDA

Ms. Shank announced the Board's Executive Sessions.

APPROVAL OF MINUTES

Agenda Meeting – October 10, 2017
Regular Meeting – October 17, 2017

TREASURER'S REPORT (Attachment 11-1)
SCHOOL LUNCH REPORT (Attachment 11-2)
STUDENT ACTIVITY FUND REPORTS (Attachment 11-3)
NURSES' REPORTS (Attachment 11-4)

Motion by: Mrs. Kinosz

Seconded by: Mrs. Woiewodski

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 announced that District personnel and students are invited to gather for Officer Shaw's procession at 11:00 AM tomorrow.

Dr. Wagner recognized the following:

Michael Jankowski, 2002 Burrell Graduate – Member of San Francisco Opera; PBS to present a special on San Francisco Opera

Rodney Schafer, High School and Middle School Rocketry Teams – Sport Rocketry Magazine

Burrell School District Board of Directors – Leadership Award for exemplary support of the Arts

Deborah Kinosz – PSBA 8 years Honor Roll

Linda Woiewodski – Board member for 10 years

Dr. Wagner expressed thanks and appreciation for Mrs. Woiewodski's and Mrs. Kinosz's dedication, time and efforts provided during their years of service to Burrell School District.

Mrs. Kinosz stated it has been a pleasure to serve on the Board and working with this administration has been wonderful. Mrs. Kinosz thanked Dr. Wagner for her work, Mrs. Callahan for keeping the District on track financially and building administrators for the wonderful job they do.

Mrs. Woiewodski stated she agrees with everything Mrs. Kinosz has stated and added that she has enjoyed her time serving on the Board.

On behalf of the Board, Ms. Shank thanked Mrs. Woiewodski and Mrs. Kinosz for their many years of service, their wisdom and their contributions to the Board.

HIGH SCHOOL REPORT: GREEN TEAM INFORMATION AND HOPE TEAM INFORMATION

Dr. Boylan commented it is a pleasure serving the students in Burrell High School. He stated that the Green Team and Hope Team will present two non-traditional learning projects.

GREEN TEAM

The Green Team consists of twelve Burrell High School students (grades 10-12) along with 3 undergraduate Penn State New Kensington EMET students. Dr. Joe Cuiffi, PSNK professor, Mr. Steve Hoover, community member, and Mr. Adam Rossi, High School teacher, lead students in this STEM project. Mr. Rossi, Mr. Hoover, Dr. Cuiffi, Nick Roth and Joseph Ficca, High School student, explained that the Solar Cooling Project has two main goals: (1) to provide a STEM learning experience in renewable energy for high school and undergraduate college students; (2) to develop a more energy efficient and sustainable manner in which to cool classrooms/buildings. They discussed the system of “feasibility testing” which occurred during the 2016-17 school year, resulting in the the current plan to create “mobile units” that can be used to cool and regulate classroom temperatures. The genesis of this project stems from our desire to increase student involvement, specifically from the non-traditional high school student. Recognizing the “hands on” nature of this project, a dichotomous group of students were selected who have a wide range of skills and abilities. Likewise, sub-teams were formed to align the students with their skill set – electrical/automation, chemical, mechanical and public relations. During the fall of 2017, Burrell High School received a grant from Arconic which will be used to support the supplies necessary to complete the goals of the project.

HOPE TEAM

High School students Caitlin Lender, Erica Walters, Haley Miller and Laura Tamenne presented Hope Team information. The Heroin Outreach Prevention and Education (HOPE) initiative is striving to create proactive solutions to the opioid addiction crisis in Western Pennsylvania. Heavily rooted in training and the dissemination of resources to schools, the FBI Citizen’s Academy Alumni Association has sponsored a Public Service Announcement competition with area high schools. This is the third year for the PSA contest and Burrell High School had won the contest in 2016 with the renowned PSA #NobodyWinsWithHeroin. We have had an increase in participation from our student body over the past two plus years on this project. These students working in conjunction with our School Resource Officer, Detective John Marhefka, and Mr. Martin Connolly and Mrs. Kim Abel, High School teachers, have made outstanding strides in capturing the seriousness of this crisis in our community. This year the HOPE Team includes the aforementioned individuals along with our High School band to create a musical piece (written by Alex Capsambelis) for the PSA. Although the product of the PSA is judged, our focus has been on having our students work collaboratively on a project that will have a positive impact on our community.

Ms. Shank thanked Mrs. Abel, Mr. Connelly and the students involved for their hard work and dedication.

DISTRICT OPERATION PLAN 2017-2018 – INFORMATION

Dr. Wagner presented the District Operation Plan 2017-2018. She discussed District goals, PA Vision for Public Education, specifically Future Ready PA Index and Career Ready Pathway, School Performance Profile, High School Rankings and PVAAS. She reviewed several scatter plot charts showing various district scores. Dr. Wagner discussed the collaboration among staff to enable growth in an open transparent collaborative culture. She indicated that the evidence shows it is working. Dr. Wagner also discussed the state’s Career Ready Pathways to Success requirements.

The District Operation Plan 2017-2018 shows Building Goals and Organizational/Administrative Goals that we are working towards.

Ms. Shank asked if grant money is available for Career Ready requirements.

Dr. Wagner replied no.

Ms. Shank asked about responsibility.

Dr. Wagner replied that Guidance will oversee, but teachers will be working with the students on artifacts. She added that there are many things the District is already doing that will help meet the requirements.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH SERVICE EMPLOYEES’ INTERNATIONAL UNION-LOCAL 32BJ REGARDING FOOD SERVICE DEPARTMENT

Motion by: Mrs. Woiewodski

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

EXTEND PERMISSION THROUGH APRIL 30, 2018 FOR GEOKINETICS USA, INC. TO CONDUCT SEISMOGRAPH STUDY ON DISTRICT PROPERTY

Motion by: Mr. Wojcik

Seconded by: Dr. Linderman

Roll Call: All in Favor; Except Beveridge voted “No”

Motion carried.

ACCEPTANCE OF DONATION OF \$125 FROM MIKE AND PAULA LANGER TO BE USED FOR 6TH GRADE EDUCATIONAL PURPOSES IN MEMORY OF MRS. SHARON CIFERNO

Motion by: Mrs. Koziarski

Seconded by: Mrs. Woiewodski

Roll Call: All in Favor

Motion carried.

PERMISSION TO PLACE AN EARLY CHILDHOOD (PK-4) AND SPECIAL EDUCATION (K-8) STUDENT TEACHER FROM SLIPPERY ROCK UNIVERSITY IN BON AIR ELEMENTARY SCHOOL AND HUSTON MIDDLE SCHOOL FOR SPRING SEMESTER 2018

Motion by: Dr. Linderman

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

PERMISSION TO PLACE AN EARLY CHILDHOOD (PK-4) STUDENT TEACHER FROM SLIPPERY ROCK UNIVERSITY IN BON AIR ELEMENTARY SCHOOL AND STEWART ELEMENTARY SCHOOL FOR SPRING SEMESTER 2018

Motion by: Mrs. Woiewodski

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR

PARENT/TEACHER CONFERENCES – INFORMATION

Dr. Egnor reviewed information regarding parent-teacher conferences that were held on November 10-11, 2017.

EXTEND PERMISSION TO ENROLL ONE NONRESIDENT STUDENT TUITION-FREE THROUGH DECEMBER 31, 2017, PENDING CONTRACTED PURCHASE OF HOME

Motion by: Mrs. Kinosz

Seconded by: Mr. Kunkle

Roll Call: All in Favor

Motion carried.

PERSONNEL – MS. SHANK (Attachment 11-5)

Motion by: Mrs. Koziarski

Seconded by: Mrs. Woiewodski

Roll Call: All in Favor

Motion carried.

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

Members received a summary of the October 19, 2017 meeting. Mr. Wojcik also reported the following:

- Comprehensive Plan was approved
- Open House was last week
- No meeting in November

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

Members received a summary of the October 24, 2017 meeting. Mrs. Beveridge also reported the following:

- Ongoing construction projects
- Clairview building presentation
- CHIP Program

LEGISLATIVE REPORT – MRS. WOIEWODSKI

Mrs. Woiewodski presented the PSBA Legislative Report:

- CHIP Program funding issues
- Borrowing against tobacco
- Property Tax vote
- State budget and future projections
- Economic furloughs
- Standardized tests delayed

BUSINESS – MRS. CALLAHAN

APPROVAL OF BUDGETARY TRANSFERS (Attachment 11-6)

Motion by: Mrs. Kinosz

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

PERMISSION TO DISCARD OBSOLETE EQUIPMENT

Motion by: Mrs. Woiewodski

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

APPROVAL OF DONATION TO FIRE COMPANIES

Motion by: Mrs. Koziarski

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

APPROVAL OF DONATION TO PUBLIC LIBRARY

Motion by: Mrs. Woiewodski

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

APPROVAL OF CAPITAL RESERVE FUND BUDGET 2017-2018 REVISION

Motion by: Mrs. Kinosz

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

COMMUNICATIONS

Members received items of communications in their packets.

REQUESTS FOR USE OF BUILDINGS (Attachment 11-7)

Motion by: Mr. Wojcik

Seconded by: Mrs. Kinosz

Roll Call: All in Favor

Motion carried.

PAYMENT OF BILLS (Attachment 11-8)

Motion by: Mrs. Woiewodski

Seconded by: Mr. Kunkle

Roll Call: All in Favor

Motion carried.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

Mr. Kunkle made a motion, seconded by Mrs. Koziarski, that the Board adjourn the meeting at 8:39 PM.

Roll Call: All in Favor.

Motion carried.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew