

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
MARCH 9, 2021**

CALL TO ORDER

The Burrell School District Board of Directors Agenda Meeting was held virtually/streamed live on YouTube and called to order at 7:02 PM by President Key.

PLEDGE OF ALLEGIANCE

Mrs. Key asked all present to participate in the Pledge of Allegiance.

ROLL CALL

The following responded to Roll Call: Mrs. Genia Koziarski, Mrs. Gretchen V. Beveridge, Ms. Tricia Shank (Virtual), Mrs. LeeAnn S. Guido, Mr. Rick Kaczor, Mr. Christopher S. Wojcik (Virtual), Mr. Tom Deiseroth and Mrs. Pam Key. The following member was absent: Dr. Rachel Linderman. 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-

MARCH 9, 2021 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL AGENDA
MARCH 16, 2021 – 7:00 PM – PERSONNEL AGENDA

Mrs. Key announced the Board’s Executive Sessions.

AGENDA REVIEW

The Board reviewed items scheduled for the regular meeting to be held on March 16, 2021.

APPROVAL OF MINUTES

Agenda Meeting – February 9, 2021
Regular Meeting – February 16, 2021

TREASURER’S REPORT – FEBRUARY 2021

FOOD SERVICE FUND REPORT – FEBRUARY 2021

STUDENT ACTIVITY FUND REPORTS - FEBRUARY 2021

NURSE’S REPORT – FEBRUARY 2021

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

APPROVAL OF REVISION TO POLICY 001 – NAME AND CLASSIFICATION

Dr. Wagner stated these two policies were reviewed last month and are being presented for final approval this month.

APPROVAL OF REVISION TO POLICY 002 – AUTHORITY AND POWERS

APPROVAL OF AFFILIATION AGREEMENT WITH INDIANA UNIVERSITY OF PENNSYLVANIA FOR EDUCATOR & CLINICIAN PREPARATION FIELD EXPERIENCE FOR FIVE-YEAR PERIOD

Dr. Wagner explained the current affiliation agreement is nearing the end of the 5-year period and is being renewed. She stated this agreement allows IUP to place student teachers and guidance interns in our schools.

Mrs. Beveridge asked about background checks and if we are requiring any other test such as Covid-19 or immunizations, etc.

Dr. Wagner replied no. She stated that TB test is required by school code, but we are not planning to require any other tests; we do require clearances and mandated report trainings, etc.

Mrs. Key asked if the District has to do a Megan’s Law check. She stated it’s an additional check for child predators and she has to do it for preschool.

Dr. Wagner stated we are not required to do that one right now; however, she will review information on it.

PERMISSION TO PLACE ONE GUIDANCE INTERN FROM INDIANA UNIVERSITY OF PENNSYLVANIA AT HUSTON MIDDLE SCHOOL FOR FALL SEMESTER 2021-2022

Dr. Wagner stated IUP is asking permission to place a guidance intern at Huston Middle School.

APPROVAL OF 2021-2022 SCHOOL CALENDAR

Dr. Wagner reviewed the proposed school calendar which includes:

- No snow days; using Flexible Instruction Days (FID) if needed as virtual instruction
- Small break each month February through May
- Students start September 1, 2021 and end June 2, 2022

Mr. Kaczor asked about FID.

Dr. Wagner replied we are able to use them for three years based on the approval we received last year and then we would need to reapply. She stated we can use up to 5 FID per year. She added that if we have more than 5 weather related emergency cancellations, we could claim one Act 80 day, but beyond that, we would have to change the calendar rather than add one day at the end.

Mr. Kaczor commented that he likes June 2 as the end date.

Dr. Wagner explained that spring break is a little smaller than usual, but the compromise is having long weekends in February and March.

SUMMER WORK SCHEDULE – INFORMATION

Dr. Wagner stated that starting the week of June 14 and ending August 6, the District intends to shut down Friday, Saturday and Sunday. She explained workers will work four 10-hour days as done for several years.

Mr. Kaczor asked about a 4-day week for students.

Dr. Wagner said that is something that has been done by some other schools in other states and the academic administrative team has reviewed as an option.

Mrs. Guido added that it is very nice this year to have that day on Wednesday to catch up with parents and paperwork, etc. but it is a parent childcare nightmare.

Ms. Shank added that Wednesday has been helpful for her as a teacher as well due to the changes this year.

Dr. Wagner stated the academic approach team is reviewing 2021-2022 and deciding what things to carry into next year, what we can improve and what can we change to move forward. She added we will share their ideas and recommendations with Board members as we begin to plan 2021-2022 not knowing what it looks like yet.

2020-2021 COVID-19 UPDATE – INFORMATION

Dr. Wagner reviewed the following:

- Administration would like to begin to allow outside groups to use facilities
- Requests for use of facilities will be presented next week for Board members to consider
- Lower Burrell Fire Department is asking to use Bon Air parking lot for public parking for food truck events
- Tri City Soccer asking to use Bon Air and Stewart fields
- Stadium not ready for outside use yet since it is not officially complete and turned over to the district

Mr. Kaczor asked about the stadium/track and if they will attempt to paint this week so that track can use it.

Dr. Wagner replied the contractor needs four consecutive dry days above freezing and above 50 degrees, so it cannot happen this week.

Ms. Shank asked if the contractor will work on the weekend if needed and if it meets weather requirements. She asked if our job is the priority.

General discussion ensued regarding weather and painting of track lines.

Dr. Wagner discussed that we will have the new line paintings that were implemented for track.

Mr. Kaczor stated the public wants to use the track and has been asking him.

Dr. Wagner understands the concern, but it is a short-term issue for a long-term investment.

Mrs. Koziarski asked when the first home track meet is scheduled and what will happen if the track is not ready.

Dr. Wagner replied we will have to meet away as needed.

Mrs. Koziarski stated it is difficult to practice pole vault without using a pole. She added that the kids are not permitted to wear spikes or use starting blocks so it is affecting many of the student athletes.

Dr. Wagner replied that Mr. D'Angelo will need to review if we need to take athletes to other schools to practice.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR:

PERMISSION TO CONDUCT APPROPRIATE IMMUNIZATION CLINICS DURING 2021-2021 SCHOOL YEAR

Dr. Egnor stated that immunization clinics are trying to be arranged for flexible scheduling.

Mrs. Guido asked if we have done these clinics have in the past.

Dr. Egnor replied yes, but not under the current conditions.

APPROVAL OF WESTMORELAND COUNTY STUDENT ASSISTANCE PROGRAM AGREEMENT FOR 2021-2022 SCHOOL YEAR

Dr. Egnor stated the SAP agreement is a yearly agreement between the District and the county drug and alcohol which outlines responsibilities of each party.

ADOPTION OF WESTMORELAND INTERMEDIATE UNIT'S POLICIES, PROCEDURES AND USE OF FUNDS

Dr. Egnor stated this fulfills the federal requirement under IDEA and Pennsylvania special education requirements and permits WIU to allocate funds to school districts including Burrell.

HIGHMARK CARING PLACE SCHOOL-BASED PEER SUPPORT GROUPS FOR GRIEVING STUDENTS – INFORMATION

Dr. Egnor reported that the District will begin to provide services in conjunction with Highmark Caring Place for peer group support for grieving students.

Mrs. Key asked if the support is just for the death of someone close to them and/or do they consider other types of grief that students may deal with.

Dr. Egnor replied yes, he understands what Mrs. Key is asking. He stated the training from this will extend to other peer groups and trauma-based approaches. The program is specific for grief, but the approach will expand to our other groups.

Mr. Kaczor asked if anything is available for depression issues that students might be facing.

Dr. Egnor stated this group does not; however, he believes that the trauma-based approach and the training from this program will help with that.

General discussion ensued regarding student depression, fears, not socializing, chronic stress, etc.

Dr. Egnor stated trauma sensitive school makes us aware of it and able to provide some solutions, assistance and services and trying to create interventions.

Mrs. Key commented it is not just the students, but also the adults facing these issues. The number of people committing/attempting suicide has grown so much.

Mrs. Guido asked if this is going to be implemented K-12.

Dr. Egnor stated the entry point is at the Middle School and then we plan to expand from there to the other schools.

Mrs. Guido commented that she has experience partnering with The Caring Place. She asked about the process for this program.

Dr. Egnor summarized the process. He added that the program is free of charge and believes they will be available for support as needed.

PERSONNEL – MS. SHANK

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

Mr. Wojcik reported:

- Enrollment is 411; up 2 from last year
- State issued a waiver for CTC to skip NOCTI exam, but NWCTC is moving forward with testing in a modified manner so that judges are comfortable; will be testing only senior class
- Fantastic turn out for open house on February 18th in person and via zoom; NWCTC adapted well to make it happen

Ms. Shank stated that a scholarship is being created, most likely through the Burrell Education Foundation, hoping to provide post-secondary help for vocational students and also funds for pre-graduation testing. She asked how often are there certain tests/certification with fees before they graduate.

Mrs. Koziarski responded that there is a club that raises funds to help pay for testing.

Ms. Shank asked are there not any testing that students have to pay for on their own as far as we know.

Mr. Wojcik responded that in automotive it is included in part of the curriculum.

Ms. Shank stated if we see a need for funding for students for these types of things, there will likely be funding available.

Dr. Wagner stated she will speak with Jill or Kurt at NWCTC to review this. Additionally, Mr. Reddick is working on career readiness at the High School and some business connections. We will look at those ideas as well and will gather information for Ms. Shank.

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

PSBA LIAISON – MR. DEISEROTH

BUSINESS – MRS. CALLAHAN:

APPROVAL OF BUDGETARY TRANSFERS

ADOPTION OF 2021-2022 WESTMORELAND INTERMEDIATE UNIT GENERAL OPERATING BUDGET

Mrs. Callahan summarized the Westmoreland Intermediate Unit General Operating Budget for 2021-2022:

- We received the WIU General Operating Budget which was approved by the WIU Board and now goes to each of the districts for consideration
- Total budget is \$6,771,500 which is an increase of 115,585 or 1.74%
- District funding makes up \$191,802 of budget revenue, a slight decrease from prior year
- Burrell contribution amount is \$7,792.55, a decrease of \$143 from prior year
- WIU has summarized the budget for Board member review

Mrs. Guido asked if there is a set amount and then an additional cost per service.

Dr. Egnor replied that we pay for additional services.

General discussion on the WIU budget, services provided and cost to the District.

ACCEPTANCE OF MANAGEMENT’S DISCUSSION AND ANALYSIS FOR FISCAL YEAR ENDED JUNE 30, 2020

Mrs. Callahan explained the MD&A is the written summary prepared as required by GASB to explain the financial reports and accounting practices of the District for the prior fiscal year. She stated there are specific reports and items that must be included. She summarized the report as follows:

- The report is for 2019-2020 fiscal year. It includes financial highlights mostly about the fund balances. The basic financial statement section explains the required government-wide financial statements and fund financial statements. The report includes some statements and reports on comparative charges relating to net position separated by governmental activities and business-type activities.
- The Individual Funds section beginning on page 5 provides information on Government Funds (General Fund, Capital Reserve Fund, Capital Project Fund) the Proprietary Funds (Food Service Fund) and Fiduciary Fund (Student Activity Funds)

- The variances in the budget section is a written summary of differences between budget amounts and final actual amounts; we reviewed and discussed this at the November Board meeting when we reviewed the Annual Financial Report.
- Basically the fund balance was higher than expected at year-end because we spent less than planned from the fund balance as a result of revenues being higher than budget and expenditures being lower than expected
- Revenues: Real Estate transfer tax from one large property resulted in additional \$130,000; Delinquent Real Estate tax revenue was higher than expected because one commercial property tax appeal from several years ago settled resulting in a lump payment of about \$130,000 for prior taxes for several years.
- Expenditures: transportation and maintenance were less than planned due to Covid shut down, which also resulted in a reduction in utilities, substitute pay, athletic costs
- Included is a summary of capital assets and long-term debt. The debt portion includes a reduction in overall outstanding debt that was a result of the bond refunding to save money and provided a lump sum to be used only for capital expenditures.

ACCEPTANCE OF INDEPENDENT AUDIT REPORT OF HOSAK, SPECHT, MUETZEL AND WOOD, LLP FOR FISCAL YEAR ENDED JUNE 30, 2020

Mrs. Callahan explained the District is required to have an independent audit firm review the financial data and reporting of the District each year. The process occurs a few months after the year is completely closed out and results in the written audit report which becomes the official financial statements of the District.

Mrs. Callahan reviewed the following:

- The auditor's letter indicates that the District financial data is accurately reported and in accordance with generally accepted accounting principals
- MD&A is next followed by several pages of reports including the Statement of Net Position, the balance sheet and the reconciliations
- Page 17 starts the fund financials - Balance sheet and then the statement of revenues and expenditures and fund balance on page 20. This page shows total revenue, expenditures, and fund balance.
- Proprietary funds: reported on pages 23-26 show Food Service financial activity
- Notes sections gets into details and explains how things are reported
- Most important reports for Board members are on pages 58-64, Schedule of Revenues, Expenditures and Changes in Fund Balance which reports details of revenues and expenditures, and Fund Balance and variance from budget
- Revenue is above budget by \$403,372: mostly due to the 2 items discussed
- Expenses are less than expected by \$724,743 mostly due to transportation and costs not expended during COVID shut down and we did not use the budgetary reserve
- Most important parts of the audit report are at end letter and report indicating auditors found no issues of non-compliance, no internal control issues; shows an unmodified report, no weaknesses, no deficiencies, no noncompliance and no findings.

Mr. Kaczor commented that it has been many years of clean audit reports.

APPROVAL OF CONTRACT WITH EPLUS TECHNOLOGY, INC. FOR CISCO SWITCH MAINTENANCE FOR PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022

Mrs. Callahan stated this is one of the items that the District receives Erate funding for at 50% of the cost. There is a procedure in place to post the services, review proposals, and award a contract. She added that EPlus Technology is the recommended agreement based on the analysis of proposals by our committee. She reported it is for the maintenance on the four cisco switches - one at each building for the 2021-2022 fiscal year at a net cost of \$1,447 after the Erate discount of 50%.

ACCEPTANCE OF PROPOSAL FROM WHITE REALTY ADVISORS, LLC FOR PROPERTY APPRAISAL REPORT SERVICES

Mrs. Callahan stated she is asking for Board member consideration tonight of the proposal from White Realty Advisors, LLC. She explained that the District along with our solicitor, Andrews and Price, are defending the property tax appeal of the largest commercial property within the District in an effort to mitigate as much as possible of what will likely be a substantial revenue reduction in real estate tax on this property. She reported it is important that we get started on the appraisal report and review so that our solicitor can effectively try to defend this matter. Mr. Tony Giglio of Andrews & Price, obtained three proposals for services and is recommending White Realty Advisors. He has worked with White Realty over the years and believes they can provide the best service for the cost.

Motion by: Mrs. Koziarski

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

BUDGET 2021-2022 WORKSHOP MEETING – INFORMATION

Mrs. Callahan stated that the plan is hold a public Board meeting in March to review the draft budget for 2021-2022. She informed Board members she is providing this as an item of information at this time. The public meeting will be advertised as required.

Board discussion ensued about considering budget meeting at a later date in April.

COMMUNICATIONS

Board members received one item of communication for their review.

REQUESTS FOR USE OF BUILDINGS

Mrs. Callahan stated that as Dr. Wagner mentioned, we expect requests for use of buildings next week.

PAYMENT OF BILLS

COMMENTS FROM THE PUBLIC

There are no comments from the public.

ADJOURNMENT

Mr. Kaczor made a motion, seconded by Mrs. Guido, that the Board adjourn the meeting at 8:03 PM.

Roll Call: All in Favor.

Motion carried.

Jennifer S. Callahan, Board Secretary

JSC/lew

**BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
MARCH 16, 2021**

CALL TO ORDER

The Burrell School District Board of Directors Board Meeting was held virtually/streamed live on YouTube and called to order at 7:35 PM by President Key.

PLEDGE OF ALLEGIANCE

Mrs. Key asked all present to participate in the Pledge of Allegiance.

ROLL CALL

The following responded to Roll Call: Mrs. Genia Koziarski, Mrs. Gretchen V. Beveridge, Ms. Tricia Shank, Mrs. LeeAnn S. Guido, Mr. Rick Kaczor, Mr. Christopher S. Wojcik, Mr. Tom Deiseroth and Mrs. Pam Key. The following member was absent: Dr. Rachel Linderman. 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, and Mr. Lee Price, Solicitor.

EXECUTIVE SESSION

MARCH 9, 2021 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL AGENDA
MARCH 16, 2021 – 7:00 PM – PERSONNEL AGENDA

Mrs. Key announced the Board's Executive Sessions.

APPROVAL OF MINUTES

Agenda Meeting – February 9, 2021
Regular Meeting – February 16, 2021

TREASURER'S REPORT – FEBRUARY 2021 (Attachment 3-1)
FOOD SERVICE FUND REPORT – FEBRUARY 2021 (Attachment 3-2)
STUDENT ACTIVITY FUND REPORT – FEBRUARY 2021 (Attachment 3-3)
NURSES' REPORT – FEBRUARY 2021 (Attachment 3-4)

Motion by: Mr. Kaczor

Seconded by: Mrs. Koziarski

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:

- Meaghan Volek – National Board Certification in Math
- Dan Pounds and Angela Dastolfo – National Board Certification in the past

Mrs. Koziarski commented that her daughter said Mrs. Volek is a wonderful teacher and still helps her with college math on occasion.

- William Mitchell – machine and tool
- Trianna Armstrong and Stephane McLafferty – Awarded \$1000 grant from Cabot Oil & Gas Corporation’s EITC Program for equipment in the field of cosmetology
- FBLA – Virtual Competitions
 - 31 FBLA students placed in regional competition:
 - First Place: Sarah Kelley, Business Communications 1; Donovan Callahan, Computer Applications 1; Connor Kariotis, Database Design & Applications; Nicholas Kariotis, Help Desk; Dylan Renaldi, Impromptu Speaking; Madison Wenger, Insurance and Risk Management; Kamden Marmo, International Business; Caroline Kelley, Intro to Business Communications; Abigail Kelley, Management Decision Making - Team 1; John Lindgren, Management Decision Making - Team 1; Cara Capsambelis, Economics 3; Carson Ley, Political Science; Sydney Horvat, Sports & Entertainment Management -Team 1; Jessie Kowalkowski, Sports & Entertainment Management -Team 1; Jordyn Kowalkowski, Sports & Entertainment Management -Team 1; Brayden Callahan, Spreadsheet Applications 1
 - Second Place: Abby Siwak, Advertising 2; Dalton Corwin, Business Calculations 1; Siarra Runski, Computer Applications 2; Bella Seidel, Intro to Business Presentations 2; Ryan Scheftic, Intro to Information Technology; Cassidy Ley, Intro to Parliamentary Procedure; Caitlin Hopkins, Marketing; Amber Bigler Personal Finance 1; Ethan Lucot, Social Media Strategies; Reese Pallone, Spreadsheet Applications 2
 - Third Place: Ethan Croushore, Accounting; Cade Montgomery, Advertising 1; Ryan Wurzer, Computer Problem Solving; Austin Lippert, Economics 2; Anthony Corrado, Personal Finance 2
 - 26 FBLA students will participate at state level
- Students Ian Campbell, Cara Capsambelis, Carson Ley, Caitlin Hopkins, Lindsey Hecker, Anna Novak, Michael Blubaugh, Abigail Kelley – Participated in virtual meeting with Representative Bob Brooks to discuss issues around our area

- Macho Musicians – Ms. Williams, choir teacher, gathered male singers in grades 4-12 to discuss benefits of singing and unique challenges of male singers
- Elizabeth Jarrett, 8th Grade hockey player – Featured in USA Hockey News – student featured in magazine for defying the odds and celebrating her ability to face life’s challenges and never letting a disability or disorder define who you are
- Mr. Query’s 6th Grade Music classes – Participated in World Drumming in the classroom to perform echo patterns to classroom drums; both virtual and face to face students participated
- Ms. Sites, Middle School Honors Geometry students – Created electronic review games for peers so that face to face and virtual students could collaborate together in various environments
- Mrs. Rudolph’s and Mrs. Foster’s 10th grade chemistry classes – students used Google tools in teams to illustrate and explain ionic compounds and were able to be creative in their class
- Wrestling
 - 15th consecutive year Burrell team named WPIAL champion (17 total years)
 - Wrestling – Individual WPIAL Champions:
 - First Place: Cooper Hornack, Nico Ferra, Ian Oswalt, AJ Corrado
 - Fourth Place: Shawn Szymanski, Damian Barr
 - Wrestling – PIAA Class AA Individual State Champions:
 - First Place: AJ Corrado
 - Second Place: Cooper Hornack, Ian Oswalt
 - Wrestling Team goes to PIAA Class AA team tournament
 - Burrell wrestling continues to amaze; Burrell Youth Wrestling lays the foundation
 - Commends wrestling students and coaches for their hard work
 - Western PA Bowling League championships
 - Lydia Flannigan – Western PA Interscholastic Bowling League Singles Champion and went on to also win the Regional title
 - Lydia Flannigan will go to state competition
 - Western PA Interscholastic Bowling League Team Championship
 - Girls 2nd in section; Boys 3rd in section

Mrs. Key commented that Mrs. Flannigan, Lydia’s mom, was livestreaming on Facebook and was able to watch; she added that she was also able to watch some of the wrestling.

APPROVAL OF REVISION TO POLICY 001 – NAME AND CLASSIFICATION
(Attachment 3-5)

Motion by: Mr. Kaczor

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

APPROVAL OF REVISION TO POLICY 002 – AUTHORITY AND POWERS
(Attachment 3-6)

Motion by: Mr. Kaczor

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

APPROVAL OF AFFILIATION AGREEMENT WITH INDIANA UNIVERSITY OF PENNSYLVANIA FOR EDUCATOR & CLINICIAN PREPARATION FIELD EXPERIENCE FOR FIVE-YEAR PERIOD

Motion by: Mr. Deiseroth

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

PERMISSION TO PLACE ONE GUIDANCE INTERN FROM INDIANA UNIVERSITY OF PENNSYLVANIA AT HUSTON MIDDLE SCHOOL FOR FALL SEMESTER 2021-2022

Motion by: Mr. Kaczor

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

APPROVAL OF 2021-2021 SCHOOL CALENDAR (Attachment 3-7)

Motion by: Ms. Shank

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

SUMMER WORK SCHEDULE – INFORMATION

Dr. Wagner stated that she provided information last week regarding the summer 2021 work schedule. She explained workers will work four 10-hour days.

2020-2021 COVID-19 UPDATE – INFORMATION

Dr. Wagner commented that Board members discussed permission of outside group to use facilities at last week's meeting. Building requests are on the agenda for approval this evening.

Dr. Wagner stated the Administrative team is working with teachers to discuss the academic approach for the fall as well as our trial plan for students who are failing.

High School

- Currently 20 seniors in danger of not passing and 8 of them in high risk
- Looking at a pilot program to pull them face to face and to meet their needs to assist them
- Working with 42 underclassman that could have protentional credit deficiencies. These students have the option to do early credit recovery moving forward

Middle School

- 72 students failing 2 or more subjects
- Working on data analysis in effort to work with students to obtain standards needed to move forward

Stewart School

- 10-12 not doing well – all virtual
- Attempting to work with them to move forward

Dr. Wagner stated the Personalized Learning plans and mental health component called Multi-tiered system of support are the necessary components for students going forward and the District is working towards this. She added this will be a journey to make up the learning loss moving forward.

Dr. Wagner stated we are establishing a social worker daily and licensed professional counselor, 1 or 2 days per week, to help students using grant funds. She reported that another round of ESSER funding that the District will receive is planned to be used to bring in additional teachers and staff to support students over a few years.

Dr. Wagner stated we have discussed summer academic programs, but feel that students need a break and would be better served with additional help in the fall and during the school year. Typically summer programs are not very well attended.

Dr. Wagner stated that over the next two years, PLCs should be able to assist with the growth that has been lost over the past year and a half.

Mrs. Key asked if we look at eAcademy students that may be failing.

Dr. Wagner replied we do, but they are not included in this data.

Mrs. Key stated she has heard complaints about the massive amounts of work that students are receiving.

General discussion ensued about amount of work, students struggling, those not participating and what to do to ensure success.

Ms. Shank commented that she is surprised families can't see that the further removed students are from the District, the harder it gets. She feels it seems people are finding virtual learning is difficult, eAcademy is step further, cyber school is the furthest step and this costs the District and taxpayers thousands of dollars.

General discussion ensued about what virtual learning will look like going forward.

Mrs. Koziarski stated she thinks having a dedicated teacher for virtual and one for face to face would work better than teachers doing both types of learning.

Dr. Wagner stated we are working on the plans and trying to make sure that kids leave with what they need, what we can do and what we need over the next two years to make up.

Mrs. Koziarski commented that virtual learning this year is much better than last year.

Mrs. Beveridge suggested the parent advisory committee should have opportunity to have input on future plans.

General discussion ensued regarding a new study on social distancing.

**APPROVAL OF KENNYWOOD CONTRACT FOR SATURDAY, JUNE 5, 2021
(Attachment 3-8)**

Dr. Wagner stated Kennywood Park sent the agreement this past week.

Mr. Kaczor asked if Kennywood day is always a Saturday.

General discussion ensued regarding Kennywood day.

Motion by: Mrs. Koziarski Seconded by: Ms. Shank

Roll Call: All in Favor, except Mr. Kaczor voted No. Motion carried.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR:

**PERMISSION TO CONDUCT APPROPRIATE IMMUNIZATION CLINICS DURING
2021-2022 SCHOOL YEAR**

Motion by: Mrs. Koziarski Seconded by: Mrs. Beveridge

Roll Call: All in Favor Motion carried.

**APPROVAL OF WESTMORELAND COUNTY STUDENT ASSISTANCE PROGRAM
AGREEMENT FOR 2021-2022 SCHOOL YEAR (Attachment 3-9)**

Motion by: Mr. Kaczor Seconded by: Mrs. Koziarski

Roll Call: All in Favor Motion carried.

**ADOPTION OF WESTMORELAND INTERMEDIATE UNIT'S POLICIES,
PROCEDURES AND USE OF FUNDS (Attachment 3-10)**

Motion by: Mr. Kaczor Seconded by: Mrs. Guido

Roll Call: All in Favor Motion carried.

HIGHMARK CARING PLACE SCHOOL-BASED PEER SUPPORT GROUPS FOR GRIEVING STUDENTS – INFORMATION

Dr. Egnor stated he explained the program last week.

Mrs. Guido commented that she viewed a professional development video by one of the directors at the program and it was fantastic. She stated she is optimistic about the program.

APPROVAL OF AGREEMENT WITH KEYSOLUTION STAFFING, LLC FOR SUBSTITUTE EDUCATIONAL AIDES FOR REMAINDER OF 2020-2021 SCHOOL YEAR; SUBJECT TO APPROVAL OF SOLICITOR AS TO FORM, NOT SUBSTANCE

Dr. Egnor stated this agreement provides another option to fill PCA vacancies which are desperately needed due to absences or new assignments.

Motion by: Mrs. Koziarski

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

PERSONNEL – MS. SHANK (Attachment 3-11)

Motion by: Mrs. Guido

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

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

Members received a summary of the February 18, 2021 meeting.

Mr. Wojcik reported the following:

- Enrollment 411
- Discussed keeping position of populations coordinator in-house rather than using IU
- State issued NOCTI exam waiver, but NWCTC put plan in place to test seniors only in April
- Open House, February 18 – good turn out with both virtual and in person

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

Members received a summary of the February 23, 2021 meeting.

Mrs. Beveridge reported the following:

- IUs in our PA district received at least one round of vaccinations to distribute to school staff
- Vaccines becoming more available to general public so the goal is to get as many of students to in person instruction
- Governor Wolf revised and lifted some restrictions and limits on events
- 1st time in 5 years – allotments for IU services have increased; good news for special education programs and students
- Clairview enrollment

PSBA REPORT – MR. DEISEROTH

Mr. Deiseroth reported the following:

- Senate to discuss charter school reform
- Representative Brooks sponsoring shredding event in April at Lower Burrell VFW

BUSINESS – MRS. CALLAHAN:

APPROVAL OF BUDGETARY TRANSFERS (Attachment 3-12)

Motion by: Mrs. Koziarski

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

ADOPTION OF 2021-2022 WESTMORELAND INTERMEDIATE UNIT GENERAL OPERATING BUDGET (Attachment 3-13)

Mrs. Callahan reported that last week we reviewed the WIU General Operating Budget. The total budget is \$6,771,500 which includes district funding total of \$191,802. Burrell School District's contribution amount is \$7,792.55, a decrease of \$143 from prior year.

Motion by: Mrs. Koziarski

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

ACCEPTANCE OF MANAGEMENT'S DISCUSSION AND ANALYSIS FOR FISCAL YEAR ENDED JUNE 30, 2020

Mrs. Callahan stated that last week she presented the MD&A which is the written summary that explains the financial reports and accounting practices of the District for the prior fiscal year.

Motion by: Mr. Kaczor

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

ACCEPTANCE OF INDEPENDENT AUDIT REPORT OF HOSAK, SPECHT, MUETZEL AND WOOD, LLP FOR FISCAL YEAR ENDED JUNE 30, 2020

Mrs. Callahan stated she reviewed the Independent Audit Report for fiscal year ended June 30, 2020 at last week's meeting. She explained the District is required to have an independent audit firm review the financial data and reporting of the District each year. The results of the audit are included in the written report which contains of the District financial statements and notes. She stated the report includes all financial data relating to all district funds:

- General fund, Capital Reserve fund, Capital project fund, Proprietary Fund (food service) and Student Activity Fund (fiduciary fund)
- Includes balance sheet, Net Position, Statement of Revenues, Expenditures; and schedule of revenues, expenditures and changes in Fund Balance

Mrs. Callahan stated the audit indicates that our reports appropriately represent the financial status of the District, we have complied with all applicable standards and policies, that there were no material weaknesses or deficiencies identified and no findings.

Mrs. Callahan asked Board members if they had any questions.

There were none.

Motion by: Mrs. Guido

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

APPROVAL OF CONTRACT WITH EPLUS TECHNOLOGY, INC. FOR CISCO SWITCH MAINTENANCE FOR PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022
(Attachment 3-14)

Motion by: Mrs. Koziarski

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

ACCEPTANCE OF PROPOSAL FROM WHITE REALTY ADVISORS, LLC FOR PROPERTY APPRAISAL REPORT SERVICES – INFORMATION

Mrs. Callahan stated that last week the Board was asked to accept the proposal from White Realty Advisors, LLC. She explained that this allows our solicitor to obtain a written report in an effort to defend the property tax appeal on our largest commercial property to try to mitigate as much as possible what is likely to be a substantial revenue reduction in real estate tax on this property.

BUDGET 2021-2022 WORKSHOP MEETING – INFORMATION

Mrs. Callahan announced we will hold the public board meeting to review the first draft of the 2021-2022 General Fund Budget on Tuesday, April 27, 2021 at 7:00 PM.

COMMUNICATIONS

Board members received one item of Communication.

REQUESTS FOR USE OF BUILDINGS (Attachment 3-15)

Motion by: Mr. Wojcik

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

PAYMENT OF BILLS (Attachment 3-16)

Motion by: Mr. Dieseroth

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

OTHER REMARKS

Mrs. Guido brought up the idea of student representatives for the Board and would like to move forward with it for next school year. She suggested that it could be a student government representative.

Ms. Shank stated this is typically a senior and junior at other schools.

Mr. Kaczor stated he thinks it would be good to get students involved.

Mrs. Koziarski asked who is in charge of student government.

Dr. Wagner replied Mr. Rossi. She stated we will look into it further and the Board can discuss the idea in April.

Mrs. Koziarski asked if there is an update for the track. She stated since there are five nice weather days coming up soon, is there a plan to get it finished so students can use it?

Dr. Wagner stated she is reporting weather conditions to the contractor and architect regularly because it needs four good days above freezing at night and no rain. She is hopeful that the weather will cooperate. She explained since there are four colors, it takes time to cure between each color.

General discussion ensued regarding paint on the track .

Mrs. Koziarski asked if Middle School track season moved back two weeks.

Dr. Wagner replied Middle School typically starts a few weeks after High School.

Mrs. Key asked if students are affected with not having the track lines painted.

Mrs. Koziarski replied yes; students are running without seeing the lines, and are not permitted to wear spikes.

Dr. Wagner state we are hoping the weather will cooperate; otherwise, we will have to make alternate arrangements

ADJOURNMENT

Mrs. Beveridge made a motion, seconded by Mrs. Koziarski, that the Board adjourn the meeting at 8:36 PM.

Roll Call: All in Favor.

Motion carried.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew