

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
OCTOBER 13, 2020**

CALL TO ORDER

The Burrell School District Board of Directors Agenda Meeting was held virtually/streamed live on YouTube and called to order at 7:04 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, Mrs. LeeAnn S. Guido, Mrs. Pam Key, Mr. Rick Kaczor, Mr. Christopher S. Wojcik, Mr. Tom Deiseroth and Ms. Tricia Shank. The following members were absent: Dr. Rachel Linderman and Mrs. Gretchen V. Beveridge. 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

**OCTOBER 13, 2020 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL AGENDA
OCTOBER 20, 2020 – 7:00 PM – PERSONNEL AGENDA**

Ms. Shank announced the Board’s Executive Sessions.

The Board reviewed items scheduled for the regular meeting to be held on October 20, 2020.

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

ENROLLMENT REPORT – INFORMATION

Dr. Wagner stated the October 1st enrollment is reviewed each year and is the official enrollment submitted to the state. She reported the October 1, 2020 district enrollment of 1,786, which is slightly down from last year's enrollment of 1,806. She added it is attributed to a decrease in kindergarten enrollment most likely due to COVID-19.

Mrs. Key asked if students can go to 1st grade the following year without attending kindergarten.

Dr. Wagner replied yes. She explained the compulsory attendance ages.

Mrs. Koziarski asked if the decrease is attributable to cyber or eAcademy numbers.

Dr. Wagner stated we have approximately 10 students who chose cyber this year, but eAcademy numbers are included in the enrollment figures as they are our students.

GIFTS, GRANTS, DONATION REPORT – INFORMATION

Dr. Wagner reviewed the Gifts, Grants, Donations Report information including:

- Frank Nesko, \$2,289 donated supplemental track coach wages to district for general support
- Laura Wilson, \$40 donation for High School general support
- Anonymous Donor, \$1,500 donation for free/reduced student lunch balances
- Donna Kay Bracken, piano donated to Music Department
- Christina Sahovey, Jewish Federation-Holocaust Center of Pittsburgh, \$500 grant for LIGHT Center
- Deborah Rice-Johnson, Highmark, donated Back-to-School Kits including face masks, sanitizer, antibacterial wipes and face shields
- Annette Gratzmiller and family, \$500 donation to High School Special Education
- WIU StepUp, \$500 grant for High School mental wellness
- Caleb and Brian Guido, Bill Mitchell, Oesterling's Sandblasting & Painting, Dlubak Powder Coating, donated buddy bench for Stewart School student use

Mrs. Guido asked Dr. Wagner to explain the LIGHT Center Grant.

Dr. Wagner explained the LIGHT Education Initiative is an incentive-based education initiative designed to inspire, prepare, and empower students for leadership roles in Holocaust, genocide, and human rights education, remembrance, and advocacy. LIGHT stands for "Leadership through Innovation in Genocide and Human rights Teaching". Dr. Wagner stated the LIGHT program is taught with differentiated instruction and assessment through project-based learning, including the creation of "LIGHT Centers", a collaborative humanities makerspace within schools.

Mrs. Guido stated that she has worked closely with Nick Haberman at Shaler Area School District on the LIGHT program. She added that she is excited Burrell is incorporating it and although it starts with genocide, it tries to apply a non-discrimination approach on many levels.

Ms. Shank asked if the funding provided is enough for the program.

Dr. Wagner stated it is seed money to start the program.

Ms. Shank asked if Burrell Education Foundation may be willing to support the program further.

Dr. Wagner stated that Mr. Ferra reported that the Middle School library classroom is being designated as a LIGHT center at the Middle School and Mrs. Ashlee Peters-Roberts is already preparing a BEF grant application for additional funding.

APPROVAL OF FIRST READING OF POLICY 103.5 – DISCRIMINATION/TITLE IX SEXUAL HARASSMENT AFFECTING STAFF

Dr. Wagner asked Dr. Egnor to explain the new and revised policies.

Dr. Egnor indicated this new policy is based on PSBA's recommendation to add a policy regarding Title IX.

APPROVAL OF FIRST READING OF REVISION TO POLICY 103 - DISCRIMINATION/TITLE IX SEXUAL HARASSMENT AFFECTING STUDENTS

Dr. Egnor reported that this policy is being revised to meet the new legal requirements of Title IX. He also explained the title change.

APPROVAL OF FIRST READING OF REVISION TO POLICY 249 – BULLYING/ CYBERBULLYING

Dr. Egnor stated that these revisions will bring the policy in line legally with Title IX changes. He added that he has made updates to the District website to clearly identify the Title IX Compliance Officer and more easily find related information.

APPROVAL OF AFFILIATION AGREEMENT WITH SLIPPERY ROCK UNIVERSITY OF PENNSYLVANIA DEPARTMENT OF NURSING FOR FIVE-YEAR PERIOD

Dr. Wagner explained that this agreement is for Slipper Rock University (SRU) Department of Nursing. She stated that typically nurses would go to another district to do their practicum; however, Dr. Wagner requested that SRU allow Lori Cooper to do her practicum here in the district in light of the expanded school nurse needs due to the current status.

Dr. Wagner recognized School Nurses Angie Dastolfo and Patty White because they have been fabulous working through everything we are dealing with so far this school year.

PERMISSION TO PLACE ONE SCHOOL NURSE PRACTICUM STUDENT FROM SLIPPERY ROCK UNIVERSITY OF PENNSYLVANIA AT BURRELL SCHOOL DISTRICT FOR SPRING SEMESTER 2020-2021

PERMISSION TO PLACE ONE ENGLISH LANGUAGE ARTS/SPECIAL EDUCATION STUDENT TEACHER FROM POINT PARK UNIVERSITY AT HUSTON MIDDLE SCHOOL FOR SPRING SEMESTER 2020-2021

PERMISSION TO PLACE ONE SOCIAL STUDIES STUDENT TEACHER FROM DUQUESNE UNIVERSITY AT BURRELL HIGH SCHOOL FOR SPRING SEMESTER 2020-2021

Mr. Kaczor asked if we typically have this many student teachers.

Dr. Wagner stated that some districts are not taking student teachers this year, but we are grateful for the needed help this year.

Mr. Kaczor asked if the student teachers are typically Google certified.

Dr. Wagner replied yes.

General discussion ensued regarding student teachers and substitute teacher services.

FLEXIBLE INSTRUCTION DAYS 2020-2021 – INFORMATION

Dr. Wagner announced that the District received approval from the state for Flexible Instruction Days (FID) for school years 2020-2021 through 2022-2023. She indicated we are now permitted to use up to five FID each school year. Dr. Wagner stated the current 2020-2021 school calendar includes three snow days and FID will allow us to use a FID instead of taking a snow day and having to make it up. She stated the Board could choose to revise the current calendar to reflect FID, but her recommendation is to leave the calendar as is, which would keep the snow make up days as days off, and also because we revised the calendar in August to change the start date for students.

Mr. Kaczor stated he believes we should leave the calendar as is.

Dr. Wagner stated that the District would need to make sure we planned for this so that students could have the educational experience at home with technology available. She added that participation is what counts as attendance, not simply completed work. Dr. Wagner explained

the plan is to watch the weather and if it appears to be inclement weather, we would have students take technology home and so they would be available to participate.

Mr. Kaczor asked if a state of emergency due to weather is eligible as FID.

Dr. Wagner replied yes as long as students have access to the instruction.

Mrs. Guido asked if grades K-5 will be taking Chromebooks home.

Dr. Wagner replied grades 4-5 will take Chromebooks home, but not yet in grades K-3.

Mrs. Guido asked if the majority of students in grades 4-12 are taking technology home.

Dr. Wagner responded that the plan is that they do, but she is not sure if all students are.

General discussion ensued regarding students and technology.

2020-2021 COVID-19 UPDATE – INFORMATION

Dr. Wagner reviewed the following:

EVENT ATTENDANCE:

- Thanked Board members for allowing administration to adjust attendance for indoor and outdoor events
- Football attendance of 609 at home game
- Soccer ranges from approximately 110-240
- Increased number participating for volleyball
- We continue to stream events

Mrs. Koziarski stated she loves that events are streamed and recommends we continue it.

Mr. Kaczor asked how many are watching the live streaming.

Dr. Wagner stated she does not have those numbers.

Mrs. Callahan reported that there were about 90 watching the football game last Friday night.

General discussion ensued regarding number of attendees at events and the process for attendance.

EDUCATIONAL PLAN:

- Approaching the point where we will permit families to make changes to their choice of student attendance
- In-school/face-to-face attendance as of October 12:
 - High School - 77%

- Middle School - 76%
- Stewart School - 77%
- Bon Air School - 83%
- We continue to space desks to the greatest extent feasible and as indicated sometimes it is less than 6 feet
- November 9 is end of the first 9 weeks; we will share data on November 10 to discuss if the plan should be changed
- Dr. Wagner stated she believes we are doing a good job with the masks, spacing and addressing potential issues and she believes that the plan is working

Mrs. Koziarski asked if Dr. Wagner is sending out another survey to parents.

Dr. Wagner responded yes and we will likely send parents/guardians information and ask them to make an informed decision. She stated we are providing the information to Board members to continue to be transparent regarding our numbers and our family choices.

Mr. Kaczor asked if we are looking at numbers that show those who are choosing virtual days occasionally.

Dr. Wagner responded that High School students take virtual days more than other students.

General discussion ensued regarding student attendance and mask requirement.

Dr. Wagner stated she spent the day at Bon Air School to observe the classroom instruction, remote instruction, masks, and general adherence to the plan. She indicated she is very pleased with how the staff and students are doing.

Mr. Kaczor asked if there are any issues with virtual students.

General discussion ensued regarding virtual students.

Mrs. Koziarski asked how teachers are doing with the adjustment of teaching both in class and virtual.

Dr. Wagner stated they are surviving and hopefully it will move toward thriving. She reported technology issues come up on occasion.

Mrs. Key added that she thinks that the teachers are exhausted by the end of the week.

Ms. Shank responded that it is difficult and a huge adjustment for teachers.

General discussion ensued regarding what education will look like in the future.

SPECIALS:

- Health and Safety Plan includes specialists traveling to classrooms at elementary schools. Have found that it is not the best educational decision in those areas so

piloting having art and library in the respective rooms and students move to them at Stewart. Teachers are cleaning spaces between students. Considering it for Bon Air as well for art and library. Would keep cohorts of students together so we are not mixing students. Music has been outside up to this point.

- Meeting with music and performing arts staff next Monday about proceeding. The Plan said no lessons the first 9 weeks.
- Reviewing study of national association and coalition regarding performing arts in order to decide what to do in order to allow students to use voice/instruments indoors. Hoping to come up with a plan to bring to the Board to consider for implementation.

OUTSIDE ENTITIES USING INDOOR DISTRICT FACILITIES

- Plan said we will not permit outside groups to use indoor facilities
- Board members will need to think about it and make a decision in November

DIRECTOR OF STUDENT SERVICES – DR. EGNOR:

APPROVAL OF ATHLETIC TRIPS FOR 2020-2021

Dr. Egnor explained that the request is for athletic trips in the event that students qualify.

Ms. Shank asked if wrestling will take place.

Mrs. Koziarski responded yes, it is taking place now in other private settings.

Mr. Kaczor asked if WPIAL is planning to allow wrestling.

Dr. Wagner stated as far as she knows yes; she will ask Mr. D'Angelo for additional information.

Dr. Egnor stated all building field trips will be virtual and is not asking for approval for field trips at this time.

Dr. Wagner added that the Health and Safety Plan indicates no non-essential travel.

Mr. Kaczor asked about Camp Huston.

APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN BURRELL SCHOOL DISTRICT AND WESTMORELAND COUNTY CHILDREN'S BUREAU FOR TRANSPORTATION PROCEDURES

Dr. Egnor stated this MOU is directly related to foster students and basically outlines and restates the current practice and what is required by law. He added that it is about maintaining the best situation for students in these circumstances and Westmoreland County assists in that kind of situation.

PERSONNEL – MS. SHANK

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

Mr. Wojcik reported the following:

- Meeting last week
- Enrollment up 15 students over prior year
- Applied for a grant and was awarded funding
- Planning an in-person open house

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

PSBA LIAISON REPORT – MRS. KEY

BUSINESS – MRS. CALLAHAN:

APPROVAL OF BUDGETARY TRANSFERS

Mrs. Callahan stated several of the requested budgetary transfers relate to changes in supplies and software needed due to the very different learning environment this year.

PERMISSION TO PARTICIPATE IN WESTMORELAND INTERMEDIATE UNIT JOINT PURCHASING CONSORTIUM BIDS FOR PAPER AND DIESEL FUEL/ GASOLINE FOR 2021-2022 SCHOOL YEAR, AUTHORIZATION FOR CONSORTIUM TO ACT AS DISTRICT’S AGENT DURING BID PROCESS, AND AUTHORIZATION FOR JENNIFER S. CALLAHAN, DISTRICT’S REPRESENTATIVE TO CONSORTIUM, TO ACT ON BEHALF OF DISTRICT

Mrs. Callahan stated the district participates in WIU Joint Purchasing to obtain the best pricing for fuel for transportation and bulk paper for the schools each year. This gives the District permission to begin the process for the 2021-2022 school year.

PERMISSION TO ADVERTISE JOINTLY AS A MEMBER OF THE WESTMORELAND INTERMEDIATE UNIT JOINT PURCHASING BOARD FOR THE PURCHASE OF THE FOLLOWING SUPPLIES FOR 2021-2022 SCHOOL YEAR: MULTI-PURPOSE PAPER AND UNLEADED GASOLINE/DIESEL FUEL

Mrs. Callahan explained that after permission to participate in WIU Joint Purchasing, permission to advertise jointly for supplies follows.

PERMISSION TO ADVERTISE FOR BIDS FOR JANITORIAL AND ATHLETIC SUPPLIES FOR 2021-2022 SCHOOL YEAR

Mrs. Callahan stated the District has an internal bid process for janitorial and athletic supplies each year. We typically spend a total of approximately \$65,000 each year.

RATIFICATION OF CHANGE ORDER GC-3 TO W.G. LAND COMPANY, LLC FOR HIGH SCHOOL STADIUM TRACK AND FIELD RENOVATIONS PROJECT IN AMOUNT OF \$0.00 FOR PROJECT COMPLETION DATE EXTENDED TO OCTOBER 23, 2020

Mrs. Callahan explained the following three agenda items are ratification of change orders that Dr. Wagner already approved based on the Board's authorization at the June Board meeting for her to approve change orders up to \$20,000.

Mrs. Callahan stated Change Order GC-3 relates to the completion date. She indicated that Dr. Wagner thoroughly explained the reasons at the September Board meeting.

RATIFICATION OF CHANGE ORDER GC-4 TO W.G. LAND COMPANY, LLC FOR HIGH SCHOOL STADIUM TRACK AND FIELD RENOVATIONS PROJECT IN AMOUNT OF \$16,244.00 FOR ADDITIONAL PAVING PARKING LOT TO CONCESSION STAND AREA

Mrs. Callahan stated Change Order GC-4 is an additional cost of \$16,244 for additional paving needed near the concession stand.

RATIFICATION OF CHANGE ORDER GC-5 TO W.G. LAND COMPANY, LLC FOR HIGH SCHOOL STADIUM TRACK AND FIELD RENOVATIONS PROJECT IN AMOUNT OF \$11,644.00 DEDUCT FOR UNUSED FIELD QUANTITY ALLOWANCES PAVING AND FENCE

Mrs. Callahan stated Change Order GC-5 is a DEDUCT of \$11,644 for unused field quantity allowances of paving and fencing. She added the net result of these three change orders is a slight increase in the overall cost of \$4,600.

OTHER REMARKS

Ms. Shank asked about additional expenditures this year because there likely have been additional expenditures for cleaning, maintaining buildings, additional software programs and technology. She asked if Mrs. Callahan can provide an update of where we are with finances and expenditures.

Mrs. Callahan responded that the Board will be asked to approve many budgetary transfers because there have been several expenditures already this year that were not expected or needs have changed. In the facilities department, the amount of supplies being used is extremely high based on the amount of cleaning that is happening each day and between classes, etc. The amount of paper towels, cleaner, alcohol gel, etc. that has been purchased and used so far is very close to using up most of the budgeted funds prior to implementing the return to school plan. Mrs. Callahan added that the district has applied for funding available through emergency funds to help offset some of these expenditures. She added that it is expected that overall the district will spend more than originally planned in the budget.

Mrs. Callahan stated that as teachers were preparing to provide the best possible instruction in these conditions, there have been some additional software programs and materials needed, so we have had additional, unanticipated expenditures in these areas as well.

Mrs. Callahan stated that all of the Chromebooks purchased for students and teachers were purchased using the federal CARES funding through PCCD and ESSER funds. Those funds were budgeted because we were aware of the funding in June.

Mrs. Callahan explained that the District will likely use the budgetary reserve funds that are budgeted for 2020-2021. The district typically does not need to use those funds, but Board members should expect that we will use the funds this year due to all of the extraordinary expenses.

Mrs. Callahan reported that next month, we will review the final financial data for 2019-2020. She stated that she is completing the District financial reports this month after our internal audit last week.

Mr. Kaczor asked about revenues and if it is as bad as expected when budgeting.

Mrs. Callahan responded that she has reviewed the current year earned income monthly data versus prior year monthly data and it appears to be better than originally expected; but overall, it is too early to know the revenue results.

COMMUNICATIONS

There are no items of communication.

REQUESTS FOR USE OF BUILDINGS

There are no requests for use of buildings.

PAYMENT OF BILLS

COMMENTS FROM THE PUBLIC

There are no comments from the public.

ADJOURNMENT

Mr. Kaczor made a motion, seconded by Mr. Wojcik, that the Board adjourn the meeting at 8:13 PM.

Roll Call: All in Favor.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew

**BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
OCTOBER 20, 2020**

CALL TO ORDER

The Burrell School District Board of Directors meeting was held virtually/streamed live on YouTube and called to order at 7:47 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. Genia Koziarski, Mrs. Gretchen V. Beveridge (via Google Meet), Mrs. LeeAnn S. Guido, Mr. Rick Kaczor, Mr. Christopher S. Wojcik, Mr. Tom Deiseroth 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, and Mrs. Jennifer S. Callahan, Business Administrator/Board Secretary, and Mr. Lee Price, Solicitor.

EXECUTIVE SESSION-

OCTOBER 13, 2020 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL AGENDA
OCTOBER 20, 2020 – 7:00 PM – PERSONNEL AGENDA, LEGAL MATTERS AND
POTENTIAL LITIGATION

Ms. Shank announced the Board’s Executive Sessions.

APPROVAL OF MINUTES

Agenda Meeting – September 8, 2020
Regular Meeting – September 15, 2020

TREASURER’S REPORT (Attachment 10-1)

FOOD SERVICE FUND REPORT (Attachment 10-2)

STUDENT ACTIVITY FUND REPORTS (Attachment 10-3)

NURSE’S REPORT (Attachment 10-4)

Motion by: Mr. Kaczor

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

COMMENTS FROM THE PUBLIC – AGENDA ONLY

Mrs. Callahan read one comment from the public.

Mallory Whitlinger, 5033 Watters Road

- Item 12 COVID-19 Information: Westmoreland County is in the Substantial level for Covid. Which in the substantial levels there should be no in person instruction how are we safely sending these kids to school being in that level?

Ms. Shank responded that the comment will be addressed during Dr. Wagner’s presentation of Covid-19 information.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

ADMINISTRATION – DR. WAGNER:

STUDENT/STAFF RECOGNITION

Dr. Wagner recognized the following:

Staff and Faculty – Working with all the challenges so far this year

School Nurses Angie Dastolfo and Patty White – Navigating Department of Health guidelines and working closely with our families each time there is a COVID concern

Families – communicating well with schools and nursing staff; assisting to keep everyone safe and healthy in school

Special Ed Program – Pennsylvania Autism Initiative, Applied Behavior Analysis Supports Program participation; selected to receive a consultation for project to expand autism program through verbal development, support and delivering evidence-based interventions

Mrs. Denise Wagner and Visual Arts Department – Applied for and received Pennsylvania Outstanding Visual Arts Community 2020 Award for Burrell School District; selected as 1 of 26 school districts in Pennsylvania

ENROLLMENT REPORT – INFORMATION (Attachment 10-5)

Dr. Wagner summarized the enrollment figures reviewed last week which indicate a slight decrease from prior year mostly in kindergarten enrollment due to Covid.

GIFTS, GRANTS, DONATION REPORT – INFORMATION

Dr. Wagner stated that she reviewed the details of the report last week. She provided pictures of the buddy bench donated for Stewart School and thanked Caleb Guido and his father for coordinating the donation.

APPROVAL OF FIRST READING OF POLICY 103.5 – DISCRIMINATION/TITLE IX SEXUAL HARASSMENT AFFECTING STAFF

Dr. Wagner asked Board members if they had any questions on the new or revised policies.

There were none.

Motion by: Mr. Kaczor

Seconded by: Mr. Deiseroth

Roll Call: All in Favor

Motion carried.

APPROVAL OF FIRST READING OF REVISION TO POLICY 103 - DISCRIMINATION/TITLE IX SEXUAL HARASSMENT AFFECTING STUDENTS

Motion by: Mr. Kaczor

Seconded by: Mr. Deiseroth

Roll Call: All in Favor

Motion carried.

APPROVAL OF FIRST READING OF REVISION TO POLICY 249 – BULLYING/CYBERBULLYING

Motion by: Mr. Kaczor

Seconded by: Mr. Deiseroth

Roll Call: All in Favor

Motion carried.

APPROVAL OF AFFILIATION AGREEMENT WITH SLIPPERY ROCK UNIVERSITY OF PENNSYLVANIA DEPARTMENT OF NURSING FOR FIVE-YEAR PERIOD (Attachment 10-6)

Motion by: Mrs. Koziarski

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

PERMISSION TO PLACE ONE SCHOOL NURSE PRACTICUM STUDENT FROM SLIPPERY ROCK UNIVERSITY OF PENNSYLVANIA AT BURRELL SCHOOL DISTRICT FOR SPRING SEMESTER 2020-2021

Motion by: Mrs. Koziarski

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

PERMISSION TO PLACE ONE ENGLISH LANGUAGE ARTS/SPECIAL EDUCATION STUDENT TEACHER FROM POINT PARK UNIVERSITY AT HUSTON MIDDLE SCHOOL FOR SPRING SEMESTER 2020-2021

Motion by: Mr. Kaczor

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

PERMISSION TO PLACE ONE SOCIAL STUDIES STUDENT TEACHER FROM DUQUESNE UNIVERSITY AT BURRELL HIGH SCHOOL FOR SPRING SEMESTER 2020-2021

Motion by: Mr. Deiseroth

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

Dr. Wagner thanked Board members for approving the placements. Their assistance is much needed.

FLEXIBLE INSTRUCTION DAYS 2020-2021 – INFORMATION

Dr. Wagner stated that she reviewed the approval of Flexible Instruction Days last week which allows the District to do remote instruction on snow days.

2020-2021 COVID-19 UPDATE – INFORMATION

Last week the Board reviewed the following:

- Athletic update on field – expected to be completed October 23, 2020 and the game has been moved to October 30 due to the other team cancelling
- Discussed moving toward virtual learning and will discuss more at November board meeting
- Discussed moving art and library classes at elementary level to move to other classrooms; however, not moving forward at this time
- Music program – will consider reviewing and changing the program for 2nd 9 weeks

- Use of facilities – Board members will discuss allowing outside entities to use facilities at November board meeting

Data provided this week including the following:

- Reviewed number of students choosing virtual today option
- Percentage of students present on average per day after backing out the number of daily virtual students: 81% Bon Air; 73% Stewart; 69% Middle School; 67% High School

Westmoreland County COVID data:

- Westmoreland County has moved into substantial category
- Reviewed the state data by county and their determination of recommended instructional models based on the data
- Reviewed the data from the past month up through last Friday, October 16, 2020
- October 16, 2020 data indicates Westmoreland County rating partly in substantial and partly in moderate
- Reviewed PA Department of Health site chart listing other counties and incident rates: Allegheny county (moderate/low); Armstrong county (moderate); Westmoreland (substantial/moderate)
- PA Department of Education (PDE) held meeting with Westmoreland County superintendents including PA Department of Health
 - Concerned with community spread
 - PDE recommendation that if Westmoreland County remains in substantial rating for the next week – change to all virtual learning for a period of time.
- Academic framework for Health and Safety Plan for 2020-2021
 - Includes being able to move between face-to-face in school and virtual instruction
 - Chromebooks arrived for K-3 and prepared to go virtual
 - Still waiting for other Chromebooks to arrive so students will need to continue to use their own devices until they arrive and can be deployed
 - County superintendents are talking with their school boards regarding the recommendation and potential change in academic framework
- Dr. Wagner summarized her thoughts:
 - Concerned with community spread
 - Have had one case in High School; aware of other cases in our community
 - Concerned about wellbeing of students if virtual lasts long – the social isolation and mental and physical wellbeing
 - School activities – what do we do with these things?
 - Believes our mitigation efforts have been working; hopeful that we could continue that if we remain face to face
- Decision needs to be made by Board members if we are going to make a change based on PDE/Department of Health recommendation and when; what does it look like for families
- Dr. Wagner asked Mr. D’Angelo to comment on sports related questions that Board members would like answered. Mr. D’Angelo reported the following:
 - Winter sports starting as scheduled per PIAA on November 20, 2020; open gym workouts have begun and would continue to do those things; expects PIAA to release details of how each sport will look

- Playoffs for fall sports – WPIAL executive director communicated that playoffs shall start as normal; reviewed the details of plan and guidelines in place for the 20% capacity
- Dr. Wagner added it could all change tomorrow, but that is where it is as of today

Dr. Wagner asked Board members to discuss the recommendation from the state.

Ms. Shank stated we are providing options for families, so those who are concerned can stay at home. She stated she believes we can stay the course for now, and believes that majority of increases in the county occurred in the prison and nursing homes. She added the District has been doing everything we can to stay safe, and believes we could continue to keep schools open and possibly discuss it again at the November 10 meeting after we see more data over a period of time. She stated if the District itself was showing increased numbers, we would consider that; however, if we decide to go all virtual right now, it will upset the families and students. She believes we shouldn't react too fast at this time.

Mr. Kaczor stated he completely agrees.

Dr. Linderman stated she also agrees and indicated it is only a recommendation from PDE at this time.

Dr. Wagner stated she will be meeting with county superintendents and PDE again next Monday.

Dr. Linderman asked if PDE is only giving recommendations or will they be mandated?

Dr. Wagner stated she believes they will only strongly recommend and not mandate.

Dr. Linderman stated she believes the current risk is not that great because we have a low number. She believes that what our district did was fantastic - the decision to allow families a choice at any time. She added the hardship it will place on families is currently not worth putting additional stress on families. She feels the District has done a great job.

Mr. Wojcik stated he agrees that our mitigation strategy is such that he is comfortable allowing parents to continue to have the choice.

Mrs. Guido stated in August that we discussed wanting changes between the options to be at the 9-week period. She asked if we should notify families of the situation so they are 100% informed and clarify that because of the current situation, they can make the change at any point that they want.

Mrs. Koziarski stated that she believes communication is the key and we have it set up that parents/children have the choice. She suggests we continue to do what we are doing while researching and collecting the data.

Mrs. Guido stated if our numbers were reflecting the county numbers, we would consider the health department's recommendation to go virtual, but currently the numbers do not indicate this. She added that she feels it is important to be clear and communicate with the families.

Mr. Kaczor stated if we continue in person classes and the numbers continue to climb, he feels continuing sports with other school districts is a risk because it is contact with outsiders.

Mrs. Koziarski stated she believes we should continue to allow the parents to make that choice including activities.

Dr. Linderman stated that even if we shut down school sports, kids will do activities and private sports, and they are still exposed and probably more so. She stated that she is a proponent of parent choice. She stated she feels if a parent is fearful of the virus and winter sports, then they should make the decision for virtual learning.

Ms. Shank asked if a school is completely virtual, can students still do sports.

Mr. D'Angelo replied yes.

Ms. Shank asked if there is a positive case, then a school district has to alert other schools, correct?

Mr. D'Angelo replied yes. He stated that individual school districts have a choice to participate, but the health department would make the call based on each individual situation.

General discussion ensued regarding Pennsylvania Department of Health decisions.

Mr. Kaczor said we should consider not allowing sports.

Dr. Wagner asked Mr. Kaczor if he is talking about winter sports or fall playoffs.

Mr. Kaczor replied only winter sports since they are indoor.

Ms. Shank stated the District is looking ahead, formulating a plan for band, choir and drama to safely participate in indoor activities. She added she feels we don't know enough yet and should continue to plan and hope that things are able to take place until they are not.

Mr. Deiseroth stated that since winter sports start November 20 and games start two weeks later, there is still a lot of time to decide and he feels we should continue educating students within our current plan.

Mrs. Beveridge asked if parents would receive another survey.

Ms. Shank stated we are doing that anyway when informing them of the situation and allowing them to make changes to their current academic choice. That would basically be the survey.

Dr. Wagner summarized what she is hearing:

- Send information to families indicating the current status and future potential closing
- Ask families their choice between in-person or virtual
- Board will reevaluate at November meeting

Dr. Linderman suggested to clearly state it is a recommendation not a mandate.

Mrs. Koziarski recommended to make it clear that families still have the choice.

Mr. Kaczor asked what would happen to school lunches if we go virtual.

Dr. Wagner stated that we would continue to provide meals for students.

Mrs. Beveridge reported the Department of Agriculture announced free meals for all students through June 30, 2021.

Mrs. Callahan added that Mr. Klipple is waiting for PDE guidance and will be communicating the extension of the free meals to parents within the next several days.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR:

APPROVAL OF ATHLETIC TRIPS FOR 2020-2021

Dr. Egnor explained we are approving athletic trips for now and it's possible trips might not take place anyway.

Motion by: Mrs. Koziarski

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN BURRELL SCHOOL DISTRICT AND WESTMORELAND COUNTY CHILDREN'S BUREAU FOR TRANSPORTATION PROCEDURES (Attachment 10-7)

Motion by: Mr. Dieseroth

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

PERSONNEL – MS. SHANK (Attachment 10-8)

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 September 17 and October 15, 2020 meetings. Dr. Linderman also reported the following:

- Enrollment of 434 which is an increase of 15 over prior year
- Uncertain how the new state recommendation information will affect the CTC
- Received CARES grant for \$90,000
- Occupational advisory committee meeting was held
- Open house November 11, 2020, 8 AM - 8 PM; social distancing to spread out those attending

Dr. Wagner reported that if the CTC Board is expected to close, administration will recommend that seniors be permitted to attend in person to finish competencies.

Mr. Kaczor asked why neighboring school districts do not pay to assist with snow removal/lawn care instead of CTC paying a service company.

Dr. Linderman stated it is more cost effective with a service company.

Mr. Wojcik reported a grant was received for \$22,000.

Mrs. Koziarski asked if there will be communication regarding the open house and that sign up is required.

Dr. Wagner replied yes.

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

Members received a summary of the September 22, 2020 meeting. Mrs. Beveridge reported the following:

- Budget reduced for Early Intervention services for children ages 3-5; WIU is picking up the additional costs
- Free meals to students through June 30, 2021
- WIU Board policy updates; would like to make sure the District is continuing as well
- Clairview enrollment of 87 students; the program is set up that over 100 students are needed to maintain funding for the program
- eAcademy enrollment is 5 times higher than prior year with approximately 12,000 students participating

Mrs. Beveridge stated that our district makes long-term plans including student services and instructional delivery, no matter if it is in person or at home; we have great things happening in our district; focus on effective instruction by staff; making sure students are connecting; need to

make sure we are helping our faculty, teachers, administration, students, and parents to get the best education possible through all of this. She added that she has not been present at meetings because she has been upset - not because of COVID. She stated she believes that the Board needs to stay true to educational beliefs, not based on sports or attendance, but based on student needs.

Dr. Egnor reported on the Early Intervention discussion that WIU is currently making up for the costs, but these costs will eventually trickle down to school districts. Early Intervention services are important for students to be prepared to enter schools.

General discussion ensued regarding Early Intervention and funding and grants.

Ms. Shank added that it is perplexing that it reached this critical point.

Dr. Egnor responded that he believes it is the misconception at state level that Early Intervention is the same as preschool.

PSBA LIAISON REPORT – MRS. KEY

- Mrs. Guido reported she participated in some of the PSBA leadership conference: the speaker was very inspirational and discussed equity in education. She suggested that if board members have time to review, the session on mental health was very good. It focused on how it is important to take care of ourselves so we can offer students the education that they need.

OTHER REMARKS

Dr. Linderman stated one of the concerns with forcing virtual learning is the mental health aspect and how home is a place to relax and separate from the world; however, when students need to be home to do virtual learning, their bedroom becomes the room they work in and it should not be their classroom as well. She stated that we do not know how people are being affected by forcing students to stay home. She added that she is glad families have the options available to make the educational choice. It is so important to have the information.

Mrs. Guido agreed and added that with her children doing virtual school, it is exhausting and difficult for the parents. She added that she sees the unhealthy effects on the students as well. She stated she would like to consider offering some education for parents because it is difficult and almost a full-time job. She suggests a crash course on how to navigate Google classroom and some tips about creating that separate work space, etc. because the bedroom is place for rest, not activity such as schoolwork.

Dr. Linderman commented on the concept of working on a screen vs. being in an actual room and how the brain processes things and how students are not learning the same and/or as effectively.

Mrs. Guido stated from her experience with virtual group projects, it seems students have not been educated on how to function together; additional instruction on how students interact with each other might also be helpful.

Dr. Wagner responded we will communicate this and look into some ideas.

Ms. Shank stated she believes that we should do as much as we can face to face as opposed to virtual/through the screen; take advantage of those who are face to face; all of our teachers are doing a very nice job trying to include our virtual students. She agreed that she is glad that our students are able to be here.

Mrs. Guido added that she is just offering constructive feedback and believes everyone is doing a fantastic job.

General discussion ensued regarding some of the materials being used.

Ms. Shank provided examples that she is aware of:

- Middle School recently put out information about an advisory board to get parent feedback
- Mrs. Pagnotta is offering to do tutoring on the weekend
- Probably many more K-12

BUSINESS – MRS. CALLAHAN:

APPROVAL OF BUDGETARY TRANSFERS (Attachment 10-9)

Mrs. Callahan stated that last week it was discussed how this year is very different than expected and likely will have more than the typical amounts of budgetary transfers presented to accommodate the needs of instruction and operations during this school year.

Motion by: Mrs. Koziarski

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

**PERMISSION TO PARTICIPATE IN WESTMORELAND INTERMEDIATE UNIT
JOINT PURCHASING CONSORTIUM BIDS FOR PAPER AND DIESEL
FUEL/GASOLINE FOR 2021-2022 SCHOOL YEAR, AUTHORIZATION FOR
CONSORTIUM TO ACT AS DISTRICT'S AGENT DURING BID PROCESS, AND
AUTHORIZATION FOR JENNIFER S. CALLAHAN, DISTRICT'S
REPRESENTATIVE TO CONSORTIUM, TO ACT ON BEHALF OF DISTRICT**

Mrs. Callahan stated the next three items are the beginning of our planning for the next fiscal year.

Motion by: Mr. Kaczor

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

PERMISSION TO ADVERTISE JOINTLY AS A MEMBER OF THE WESTMORELAND INTERMEDIATE UNIT JOINT PURCHASING BOARD FOR THE PURCHASE OF THE FOLLOWING SUPPLIES FOR 2021-2022 SCHOOL YEAR: MULTI-PURPOSE PAPER AND UNLEADED GASOLINE/DIESEL FUEL (Attachment 10-10)

Motion by: Mr. Deiseroth

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

PERMISSION TO ADVERTISE FOR BIDS FOR JANITORIAL AND ATHLETIC SUPPLIES FOR 2021-2022 SCHOOL YEAR

Motion by: Mr. Kaczor

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

RATIFICATION OF CHANGE ORDER GC-3 TO W.G. LAND COMPANY, LLC FOR HIGH SCHOOL STADIUM TRACK AND FIELD RENOVATIONS PROJECT IN AMOUNT OF \$0.00 FOR PROJECT COMPLETION DATE EXTENDED TO OCTOBER 23, 2020

Mrs. Callahan stated that last week she discussed the ratification of change orders that Dr. Wagner previously approved based on the Board's authorization at the June Board meeting for her to approve change orders up to \$20,000. The net result of these three change orders is an increase in overall cost of \$4,600.

Motion by: Mrs. Koziarski

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

RATIFICATION OF CHANGE ORDER GC-4 TO W.G. LAND COMPANY, LLC FOR HIGH SCHOOL STADIUM TRACK AND FIELD RENOVATIONS PROJECT IN AMOUNT OF \$16,244.00 FOR ADDITIONAL PAVING PARKING LOT TO CONCESSION STAND AREA

Motion by: Dr. Linderman

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

RATIFICATION OF CHANGE ORDER GC-5 TO W.G. LAND COMPANY, LLC FOR HIGH SCHOOL STADIUM TRACK AND FIELD RENOVATIONS PROJECT IN AMOUNT OF \$11,644.00 DEDUCT FOR UNUSED FIELD QUANTITY ALLOWANCES PAVING AND FENCE

Motion by: Mr. Deiseroth

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

COMMUNICATIONS

There are no items of communication.

REQUESTS FOR USE OF BUILDINGS

No requests submitted.

PAYMENT OF BILLS (Attachment 10-11)

Motion by: Mr. Kaczor

Seconded by: Mr. Deiseroth

Roll Call: All in Favor

Motion carried.

COMMENTS FROM THE PUBLIC

There are no comments from the public.

OTHER COMMENTS

Dr. Linderman commented that her daughter was recently in the hospital. She indicated teachers reached out to her, communicated and went out of their way, specifically Mr. Rossi and Mrs. Nese. She thanked teachers for communicating and helping to lift her spirits and speed up her recovery. She appreciates the teachers and staff that reached out to her.

ADJOURNMENT

Mr. Kaczor made a motion, seconded by Mrs. Koziarski, that the meeting be adjourned at 9:14 PM.

Roll Call: All in Favor.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew