

**BURRELL SCHOOL DISTRICT
SPECIAL MEETING MINUTES
AUGUST 4, 2020**

CALL TO ORDER

The Burrell School District Board of Directors Special Board Meeting was held VIRTUALLY via Google Meet and Zoom and was called to order at 7:34 PM by President Shank.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

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

**EXECUTIVE SESSION:
AUGUST 4, 2020 – 6:00 PM – PERSONNEL AGENDA**

Ms. Shank announced the Board’s Executive Session.

COMMENTS FROM THE PUBLIC – AGENDA ONLY

Ms. Shank announced that the Board will review questions/comments on the Health and Safety Plan after the presentation but prior to board voting on the item. She reminded the public to complete the form to ask questions/make public comment.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

SUPERINTENDENT – DR. WAGNER:

APPROVAL OF FLEXIBLE INSTRUCTION DAYS 2020-2021

Dr. Wagner explained the Flexible Instruction Days (FID). She stated the application and Board approved minutes will need submitted to the state. She added that it allows up to 5 days.

Motion by: Mr. Kaczor

Seconded by: Dr. Linderman

Roll Call: All in favor

Motion carried.

APPROVAL OF RESOLUTION REGARDING COVID-19 PANDEMIC AS EMERGENCY WITHIN SECTION 520.1 OF PENNSYLVANIA PUBLIC SCHOOL CODE (Attachment 8-1S)

Dr. Wagner explained the resolution and PA Public School Code regarding the day and hour requirements for public school districts. She explained that PA Department of Education has determined that the COVID-19 pandemic constitutes an “emergency” within the meaning of Section 520.1 of Public School Code and that Burrell School District also declares that COVID-19 pandemic is an emergency. This allows for virtual instruction during the 2020-2021 school year to count toward the requirements.

Motion by: Mr. Wojcik

Seconded by: Mrs. Guido

Roll Call: All in favor

Motion carried.

APPROVAL OF SCHOOL HEALTH AND SAFETY PLAN FOR 2020-2021; DIRECT APPROPRIATE OFFICERS AND ADMINISTRATORS TO SUBMIT PLAN TO PENNSYLVANIA DEPARTMENT OF EDUCATION AND TIMELY POST PLAN ON DISTRICT’S PUBLICLY AVAILABLE WEBSITE PRIOR TO REOPENING OF SCHOOL AND PROVIDING SERVICES TO STUDENTS

Dr. Wagner reported a team of teachers met one day in July, administration met several days in July, parent advisory and other employee groups and Board representatives met to review the draft plan. She stated the proposed plan is posted on the district’s public website as well as a form for feedback and/or comments. She reported that approximately 110 questions/comments were received to date and a FAQ has also been posted to provide information for parents.

Dr. Wagner stated she will review the plan and some of the previously asked questions tonight. She indicated that the information changes constantly. Even as of today, some changes were made based on recent information provided.

Dr. Wagner shared her screen showing a presentation of the District Health and Safety Plan. She reviewed “reality information” such as:

- Information constantly changing
- Mask order
- PDE guidelines as well as American Academy of Pediatrics, Center for Disease Control, PSEA, PASBO, PSBA and PASA regarding instruction in this reality

- Negative impact on children who are not in school on a regular basis
- Always thinking about what is best for the students we serve.
- Remote learning – recognized it was our best attempt to quickly transition the stay at home order this past Spring, but it is not an adequate solution to ensure learning throughout an entire school year
- Survey of families in June: approximately 7% said prefer remote only, 25% prefer hybrid, 68% prefer face to face; used this information to measure comfort of parents, although a lot has changed since then
- Cyber Charter School information:
 - advertised as free
 - Not actually free since the district pays approximately \$12,400 for each regular education student who chooses to attend a cyber charter school
 - Burrell School District (BSD) has a cyber option that we provide at a cost of approximately \$3,500 per student. For special education student, the cost to attend a cyber charter school is nearly \$22,000 per student.
 - BSD averages 25-36 students and approximately \$446,500 of district funds that go to the cyber charter schools.
- Not a good thing for BSD or our community if substantial number of families choose cyber charter school
- Rough estimates:
 - If 7% of students left the district, the cost would be \$1,500,000; This is approximately the amount of our current fund balance
 - If 30% of students left, could be up to \$7,000,000; District does not have that amount to pay costs
- Cyber school is not free – it costs the taxpayers.
- BSD needs to re-invent to keep our customers (our students/families are our customers)
- Priority is to maintain our wonderful school district; Believe we have a lot to offer and provide a great benefit for our students.

Dr. Wager summarized options to be offered:

- Option A – face to face in school for families who want and are comfortable
- Option B – virtual instruction for families who are not comfortable right now, but want to maintain relationships and contact with Burrell teachers/students through live instruction
- Option C – eAcademy for families who cannot participate in live instruction during the school day

Dr. Wagner stated:

- District intends to have Chromebook for each student – benefits health and safety of students and staff by not exchanging materials, and provides technology for students participating virtually.
- Explained the fluidity of Option A and B for families with regard to certain needs and/or student illness/injury as long as there is good communication between home and school.
- Asking parents to make a commitment for a certain time period.
- The intention is not that parents can make changes daily because of the difficulty of managing that while social distancing.

- Health and Safety Plan itself has nothing to do with academics, but teams feel academics are the most important thing we do, so needed to lay out the academic portion first and develop the plan around it.

Dr. Wagner reviewed the Health and Safety Plan:

- Monitoring student and staff health
 - Screen at home each morning and complete google form
 - Symptoms require stay at home but can participate virtually if well enough
 - Require communication with local health department and they will review the situation and provide recommendations (same procedure with other communicable sickness such as whooping cough, and chicken pox outbreak, etc.)
 - Reviewed PDE example screener regarding symptoms and handling
- Hygiene focus
- Preventative measures and cleaning
 - PPE and restocking of PPE as needed
 - Cleaning and disinfectant of buildings and property within
 - Limit visitors
 - Reduce high touch areas
 - Hand sanitizer stations and in classrooms and on school bus
 - Student desks, tables cleaned between users
 - Air flow and ventilation to increase fresh air flow
 - Reviewed Social Distancing – desks facing same direction and as far apart as possible depending on number of students.
 - Masks required - breaks permitted when social distancing possible
 - Face shields permitted per PDE guidelines
 - Planning year as though all children in class; Most classes normally have fewer than 25 students
 - Cafeteria staff will wear both face shield and mask
 - Not providing plexiglass for teachers, but will permit if staff bring; still requires mask
 - Storage of personal belongings
 - Notification plan if occurrence
 - Children with other conditions such as allergies, etc. require good communication with nurses
 - Isolation space for suspected sick students away from others
 - If suspected or confirmed case, handle by following CDC/Health department guidance and to attempt to protect anyone who was potentially exposed but would not necessarily be entire school/class
 - Materials – will do best to not share materials and to sanitize between using if not able; give materials to students at home as needed
 - Library books and eBooks permitted with sanitizing between use
 - If stay at home order – school to continue as live instruction per class schedule
 - Elementary staying in classrooms, restricting movement within building by having specials in classroom
 - Using normal grading/standards to measure

- Transportation
 - Masks required, sanitizer on bus, extra masks for those who don't have one, 2 students per seat with siblings together
 - Bus disinfected daily; In between runs, common areas will be wiped down, seeking solution for vinyl seats
- Cafeteria
 - Increasing seating by also using hallways, gym, etc. to social distance
 - Need to be able to take off masks
 - Menus weekly due to supply/demand
 - All food served by staff
 - In some cases, may have students pre-order meals
- Recess will occur but in smaller groups at different times
- Band/Choir - Limited for first semester; High School/Middle School will have lessons outside weather permitting
- Swim Class – not having first 9 weeks
- Phys Ed – outside weather permitting and with limited contact
- Extracurricular/Sports
 - Health and Safety Plan for School Activities in place since July 1
 - Fall WPIAL pushed season back
 - Games only for student athletes/coaches/officials – plan to stream varsity athletics as much as possible
 - Fall athletes wear masks when cannot social distance, using locker rooms in shifts, use own water bottles
 - Events will occur as they can – case by case
 - Play/Musical – cannot answer at this time
- Technology assistance in the classroom provided by designated staff to assist
- Safety
 - Drills – yes, required to practice, but will be room by room rather than full school
 - ALICE Training – will do if possible but right now focus on health and safety plan

Comments from the Public - Agenda items reviewed as follows:

Jennifer Bayer, 413 Wedgewood Drive

- Can you explain what gym class would look like for both students attending in person and online learning?
 - Dr. Wagner responded no contact for in school gym; virtual assignments for online students

Donetta Curry, 449 Glenview

- If one child comes down with COVID why wouldn't the entire class be quarantined?
- Why wouldn't the school be quarantined as that child will be in the cafeteria and bathrooms?

- Dr. Wagner stated the District will contact health department and follow guidance given. Health professionals has told us only direct close contact is considered exposure, so we would not close/quarantine the entire school.

➤

Mallory Whitlinger, 503 Watters Road

- Why is kindergarten not going to half day?
- What is lunch going to look like?
- Can students sit near their friends?

- Dr. Wagner replied: Not choosing to split kindergarten to half day; Cafeteria will be spread out in gym and other areas; Children can sit with other students but spaced apart; Middle School assigned seats spread out; High School using cafeteria and other spaces with three kids per table; High School can choose where they sit and are probably already in contact with those kids

Mackenzie Paesano, 3430 Riverview Street

- Some working parents would be able to accommodate a mix of in school and online (new partial work from home and layoff scenarios).
- I feel more comfortable being able to keep my kid home at least a few days a week to limit contact. Why wouldn't you encourage that if it is possible for some families?
- The typical cold and flu season will possibly bring a resurgence of the virus after the two months of flexibility offered for the heat. Could that flexibility be extended?

- Dr. Wagner stated the District is not offering various days because it would be more detrimental to others who can't do a few days per week. She added cold and flu season symptoms mimic COVID so could have to stay home and could still participate.

Alyson Shirey, 224 Reed Street

- Will there be a "sick" and "well" room within the nurse's offices? So that children receiving medicines, or any other medical service are not related to illness or COVID-19 are cross contaminating within the same area.

- Dr. Wagner responded previously answered, yes, separate areas

Beth Blöse, 217 Beverly Drive

- If a family goes on a planned vacation, are the students required or just recommended to self-quarantine and miss school when they return?
- Are the number of missed days of school before a letter is sent home being extended due to the nature of the virus and length of the quarantine times?

- Dr. Wagner stated the decision tree does not talk about travel, but would ask for information and will treat appropriately per CDC guidelines. She added this does not count against the student unless they are not logging on, which would be considered an absence per law.

Alyson Shirey, 224 Reed Street

- Will there still be class “parties” and birthday celebration for elementary school children? I understand that this is not necessarily educational but was wondering to express to the children that may be one of the differences this year.

➤ Dr. Wagner: not traditional parties since no volunteers but likely some type of activity

Mallory Whitlinger, 5033 Watters Road

- Why is there no hybrid plan in place?

➤ Dr. Wagner: answered previously

Jennifer Hartung, 1026 Fox Lane

- The health and safety of our staff and students will lie heavily on the actions taken by the custodial staff. Will a detailed cleaning plan be provided to parents and staff including specifically which touch points will be cleaned throughout the school day and how often, also by whom?
- What will teachers be responsible for cleaning in their own classrooms?
- How will the nightly cleaning procedures change?
- What will the duties of the custodians be in the evenings- specifically a list of what will be sanitized in each classroom as well as common areas and touch points in the school?
- How often will classroom floors be wet mopped and will they be cleaned with a sanitizing solution?
- Will custodians be trained on updated cleaning procedures? If so, when and how/by whom?

➤ Dr. Wagner stated this was reviewed in the presentation. Custodians are being trained again; Disinfectant products used; Task cards will be used by custodians, Facilities Director will supervise their work; Health and safety of every individual is a priority and will be following plans with due diligence

Courtney Kobelenske, 452 Violet Drive

- If your child is in the life skills classroom even though they do not have a huge number of students and could be 6ft apart. Will they be required to have masks on all day due to the one on one instruction that is pretty much 100% of their day?

➤ Dr. Wagner replied: Students can social distance due to limited number of students in room; this group that would benefit most from not having mask on entire day; May have to have mask for close contact instruction and face shields; Falls under Special Ed and related services

Stan Marchlewski, 121 Arizona Drive

- Rumor has it Burrell may be eliminating the AP classes. Is this true? I am very much opposed to this my daughter has worked hard to maintain these classes and excel. I expect her to be receiving the best education possible.

- Dr. Wagner stated Burrell has no intention of eliminating AP or College in the High School courses.

Jan Stauffer, 220 Arizona Drive

- What provisions are being made for a possible scenario where an outbreak occurs that involves more than 20% of students participating in face-to-face instruction? This question falls not the category of expecting the best and preparing for the worst.
- Dr. Wagner stated we would contact the health department and they would assist with risk assessment, provide recommendations and we would follow.

Missy McGarvey, 389 Prospect Circle

- Do you have protocols for contact tracing for reported positive or suspected cases?
- Will face coverings be required 100% of the time? How will it be enforced?
- How will sanitization for common touch-points and in general be practiced?
- Will suspect individuals be quarantined until test results come back?
- How will parents be notified of positive cases?
- Will remote vs in person students have the same educational criteria?
- Dr. Wagner stated we would contact the health department and they would assist with risk assessment, provide recommendations and we would follow; Yes, same educational criteria

Cara Stoklosa, 440 Donnell Road

- Is there a plan in place for when/if a student/faculty member tests positive for COVID in relation to alerting staff, students, and parents and how will contact tracing be completed in order to reduce the number of individuals at risk for contracting the disease?
- If a faculty member has come in contact with someone who is positive, will they be mandated to self-quarantine and will all students in that class learn remotely?
- Additionally, you mention the use of substitutes, which will increase the risk of exposure/contraction. How will contact tracing be monitored here or is it on an honor system basis?
- You mention 45-day reassessments - Will this include number in the county/school district to help drive the decision on whether or not to keep schools open/closed?
- Is there a number of positive school-based students/staff that will be considered "safe" for our children/teachers/staff to continue to attend face-to-face classes?
- Will art/music supplies be sanitized between uses or will parents be responsible for providing individual supplies (mainly for art classes)?
- How will students learning remotely complete standardized exams?
- You address grades 4-12 cleanliness of stations. Please explain how students in K-3 will properly maintain cleanliness of their areas.
- Is the school up to ASHRAE standards in relation to MERV 13 filters required to appropriately contain COVID/infectious aerosols especially since the classrooms already experience poor ventilation when the outside temperature reaches higher degrees?
- Please elaborate on 'doing our best to accommodate' student lunch times.

- Can students who pack their lunches remain in the classrooms while buyers eat in the cafeteria?
- Face shields are to be worn in conjunction with a mask as they are used for splatter purposes. Per the CDC, face shields should wrap around the side of the head and reach to at least the chest in order to be worn without a mask. Will the administration be ensuring that students/staff are following such precautions if choosing to wear only a face shield?
- You're willing to have our teachers and students/children attend classes face-to-face but this meeting is in a virtual format. If it is safe enough for our children and your staff to be present for 8-hour school days, please explain why adults who understand how to wear a mask/wash their hands are not in the same space for this school board meeting that will be a mere few hours long. It seems hypocritical at best.

Brian Guido, 837 Brady Street

- We need to get air conditioning in the buildings at Burrell School District

Heather Cibik, 205 Arizona Drive

- Will you be spacing desks 6 feet apart in the classrooms so the kids do not have to wear masks while working at their desks?

Heather Reo, 409 Chapeldale Drive

- Will the public be made aware tonight of the percentage of families who are choosing in-person vs. remote instruction for their children? Thank you!
- Dr. Wagner stated a new survey will go out after the Board approves the plan.

Mrs. Guido asked Dr. Wagner if survey results will be made public? She thinks the person wants to know the quantity of in-person vs. remote in order to make their decision.

Mr. Lee Price, Solicitor, stated that the figures would be public information. The problem then becomes that you don't have data needed if everyone waits to complete their results.

Dr. Wagner stated there won't be people moving back and forth once decision is made but with good communication based on situation.

Ryan K. O'Toole, 3401 Holly Drive

- If you are unable to have parents at the building to host this meeting in person, what level of confidence should parents have that you can entertain as many 600-700 individuals (students, teachers, aids, administration, office staff, nurses, cafeteria workers, maintenance and custodial staff, and others not listed) at the High School and Bon Air Elementary? Similarly there will be 500 or more people at the Middle School and over 350 at Stewart Elementary.
- If adults are unable to do this in person tonight I'm concerned that students ages 5-18 can successfully accomplish this in 4 weeks.
- I appreciate your answer to this question.

Mr. Price stated it is not the District's decision to place a limit on how many can gather; it is based on the order from the state, and it is different for actual education/school. When school is in session - that limit does not apply.

Mrs. Key stated that good communication is essential and it is important that parents are aware and respond to the survey. She reiterated that Dr. Wagner said the District will call if we get no response from families since we need to know the information. She stated the survey in June was an effort to get an idea of how parents feel about school in order to develop the plan.

Jill Ryan, 252 Montana Avenue

- What is the plan for orientation for 6th graders leading up to start of school?
 - Dr. Wagner stated principals will communicate about orientation and project discover. It may be virtual. She added the school year starts September 1 so there is still time.

Ms. Shank asked for clarification: Will principals reach out to parents/families regarding what will be done and how?

Dr. Wagner stated principals will communicate and it may be limited small groups for orientations and/or virtual for project discover.

Allison Discello, 2560 Carl Avenue

- More specifically what will be procedure with a positive case in a classroom.
 - Dr. Wagner will call Health Department to notify them and follow their guidance and direction since they are the health officials.

Chris Gladish, 137 Korina Drive

- To keep my kid from riding the bus at most time I could have him ride his bike to school. Would there be somewhere for him to lock his bike up?
 - Dr. Wagner replied yes.

Jill Ryan, 252 Montana Avenue

- Do 6th Graders have Fall Sports, example MS Soccer? Will lockers be used?
 - Dr. Wagner asked Mr. D'Angelo to comment.

Mr. D'Angelo, Athletic Director, stated no 6th grade sports; Discussed current plan for fall sports for 7/8 grade.

Mr. D'Angelo further explained the District is waiting for further guidance on events and attendance because discussion is occurring about cheer and bands, etc. and it is not yet clear.

Mr. Kaczor stated it makes no sense we are allowing them in school together but not allowing them to support fellow athletes.

Mr. D'Angelo stated that decision comes from the state level. He indicated there were 60 state legislators discussing this matter.

Jennifer Hatala, 105 Schreiber Street

- Exposure ...if a child does have Covid will the kids in classes have to be quarantined?
- Dr. Wagner replied previously answered.

Christina Huckabaa, 1219 Forest Avenue

- My daughter is an out of district student so, will she be able to ride the District bus closest to our home?
- Dr. Wagner replied yes if there is room on the bus with current plan for 2 per seat.

Brennan Sites, 3108 Applewood Drive

- Why isn't the school taking temperatures? You can't enter wide open spaces like Kennywood without getting temperature taken. However you are allowing an honor system for closed spaces. Please explain.

Mrs. Key stated that based on personal experience, as a parent, nurse, teacher, business owner, she thinks it is very risky to have parents take temperatures and complete form because parents may not be honest or may not do it and it could be potential risk. She believes the honor system may not be the best way to do it.

Dr. Wagner stated parent could medicate them and send them if we screen them, so we could still have the same situation.

Caila Yates, 3720 7th Street Road

- When will scheduling of classes be public so parents can plan accordingly? When will Chromebook information be public? Can we can more information about kindergarten information/classroom settings?
- Dr. Wagner stated kindergarten information will be communicated; The district is waiting on Chromebook arrival so we will communicate and hope to deploy for first day of school; Class schedules will be available same as normal, which is typically a week or so before school.

Mr. Kaczor asked if the survey addresses student technology needs and internet.

Dr. Wagner replied yes.

Caila Yates, 3720 7th Street Road

- When will parents need to tell the school if they are going with Plan A or B?

- Dr. Wagner replied next week.

Jennifer Rioja, 2663 Paige Street

- What supports are being put in place for teachers? It seems like they're going to have to purchase more materials for their classrooms on their own (window fans were mentioned during Dr. Wagner's presentation).
- Are they going to be provided with appropriate PPE? Are teachers going to be responsible for purchasing their own cleaning materials for their classrooms?
- It seems like teachers are also going to be responsible for contact tracing if someone is infected. Is that the case?
- Thank you for all of the work that you have all done with this. It's a hard balance to strike!

- Dr. Wagner stated fans are always a personal decision; PPE we will provide.

Jennifer Hatala, 105 Schreiber Street

- Will the district require a vaccination when one becomes available?
- Dr. Wagner stated the District does not require vaccines; the Department of health and PDE design the guidelines.

Ronald Jefferies, 114 Caribou Circle

- Who is going to monitor the bathrooms and how many kids will be allowed at the same time? Is there going to be a secondary cleanup of personal space or are we going to depend on 9 year olds to be responsible. Siblings sit together on the bus but in diff classrooms. So will both classes have to be quarantined?

- Dr. Wagner replied reviewed during presentation.

Morgan Henderson, 2690 Elaine Drive

- Is there a plan for any type of kindergarten orientation prior to the start of the school year? Thank you!

- Dr. Wagner stated previously answered.

Rachel Dobies, 543 Chester Drive

- If I am able to transport my students and only want them to attend school in the building for half days to limit contact, I don't understand why that can't be an option?
- You can still stay open for parents who need the 5-day full time schedule.

- Dr. Wagner stated half days are not part of the plan.

Cory Rupert, 1013 Maple Court

- What protocols are in place to protect the privacy of children during the live streaming process?

- What will protect the names and/or needs of children from those watching?
 - Is there anything in place to protect others from recording and reposting these live streams into the classroom?
 - In addition, wouldn't it make more sense to designate teachers to teach the students online and designate teachers to teach the children in class in order to give both groups the full attention and adequate education rather than asking teachers to do both?
- Dr. Wagner stated we do not have capacity to have teachers doing only one or the other without increasing the burden to taxpayers; Working on parent release and protections for staff as well in regarding to videoing lessons to try to ensure safety

Mr. Kaczor asked if teachers will be recording all classes for sure?

Dr. Wagner stated the recommendation is that they do for ease of instruction and because it could help students. We are working through it.

Jenn Fliss, 205 Millers Lane

- Thank you for all of your hard work on this plan.
 - Will there be full-time nurses in each building at all times?
 - Who will be monitoring the students on the school bus to ensure masks are being worn?
 - How are students going to utilize lockers at the high school level?
 - What if parents are not being truthful on their survey or do not complete the survey bc their child is symptomatic but the option of staying home is not convenient.
 - Once the school nurse does her follow up and determines a child is symptomatic, he or has already exposed several classmates, teachers.
 - How does the survey option, not the screening as students enter the building, protect faculty, staff and other students?
 - currently yes nurses as is; bus driver will give mask and will report to principal to contact parent b/c mask order; HS lockers assigned and avail for use, but many do not.
- Dr. Wagner replied yes, bus driver will have masks to give to students who do not have one as they get on bus; Driver will report to principal who will contact parents when there are any issues with students not following expectation because masks are required per state; High School lockers will be assigned and students will be allowed to use, but most do not use

Dr. Linderman commented logistically it would be difficult to do temperature checks for all students and that it promotes close contact because large groups of kids would be gathered in entrances.

Dr. Wagner agrees that it would be exposing more students if doing it at the entrance.

Jennifer Hatala, 105 Schreiber Street

- Exposure - if a child does have Covid will the kids in classes have to be quarantined?

Donetta Curry, 449 Glenview

- Will the custodians be using different rags for each desk and not using the same rag to clean everything?
- Dr. Wagner replied the custodians will follow proper procedures.

Mason Heberling, 208 McIntyre Lane

- Why didn't you send out an updated survey later in July? So much has changed since you asked parents' opinions the first week of June.
- Dr. Wagner stated the survey of parent choice is meaningful after the plan is in place.

Kristen Ritter, 5183 Watters Road

- How will the Google Meet sessions that are part of Option B be executed?
- Will the students in the classroom be shown on the livestream or will it just be the teacher that is shown?
- Also, will mask be required during PE and during recess?
- Dr. Wagner replied teachers will be shown on Google meet; students will show face as required for being present.

Mr. Kaczor asked about transportation and what is protocol for the kids who are dropped off and normally go into the entrance at Middle School.

Dr. Wagner replied they will be specific about when kids can be dropped off so that kids are not all clustering at front entrance/hallways of Middle School or High School.

General discussion ensued regarding Middle School student arrival.

Mr. Ferra responded that they are working on plan for bus staggering to avoid crowding in school entrances and hallways and that students will not be permitted to enter front entrance early and congregate.

Mr. Kaczor asked if students dropped off early will wait outside unsupervised.

Mr. Ferra stated yes because employees are in meetings.

Mrs. Key asked if YMCA is still having child care at Bon Air Elementary school.

Dr. Wagner replied yes, as long as they are following protocol.

Mrs. Key asked if administration is going to require a copy of their guidelines because she is concerned.

Dr. Wagner replied yes, she believes that it should be provided for our families. She stated she will be discussing it with them to ensure they are following guidelines and cleaning.

Mrs. Key asked if there is school staff to make sure they are doing what they are supposed to be doing and following guidelines.

Ms. Lenart replied no, we do not supervise them in any capacity.

Mr. Kaczor stated it wasn't an issue before.

Mrs. Guido stated that we have always trusted them to do what they are supposed to do, so we shouldn't micromanage. She added there must be some level of trust that people will do the best they can. There are always risks that cannot be avoided or eliminated; therefore, we should trust that their plan is being followed.

Jenn Fliss, 205 Millers Lane

- If I decide to take Option B for my son, how will he be able to speak directly to his teachers and/or participate in classroom discussions during the synchronous learning?
 - Will the synchronous learning be similar to this zoom meeting where he has to type his question or will he be able to speak in live time?
- Dr. Wagner stated there are various methods and he can do both.

Allison Kowalewski, 2830 Hastings Drive

- Were the teachers included in the health and safety plan details?
- Dr. Wagner replied that a team of teachers were part of the review of the plan. The plan was developed by people in appropriate departments.

Renee Sallach, 3607 Riverview Street

- How will the teachers split time between virtual and in person learning?
 - Will there be a designated teacher to reply to virtual students?
- Dr. Wagner replied teachers will manage students as they manage various students now, there is no change.

Christina Huckabaa, 1219 Forest Avenue

- With current restrictions, will there be a stop on the bus for my child that is out of district?

Lindsay Ruffner, 437 Craigdell Road

- Can you touch more on the pool being closed for swim team members - not referring to classes?
- If football equipment, benches, field areas and locker rooms etc. can be cleaned well enough for use for practices and games, why can't the pool be shocked after each meet, diving blocks sanitizer between swimmers, chlorine and other chemicals done daily to keep the water clean?

- Dr. Wagner stated swim classes will not use the pool right now; swim team will have access.

Brian Guido, 837 Brady Street

- I'm sure you will make all the right choice for us. Keep up the great job.

Leslie Walton, 2721 Van Buren Drive

- Pool is closed for the first nine weeks, will the swim team be able to start conditioning in September if sports such as football are taking place?

Ryan O'Toole, 3401 Holly Drive

- The board and administration did not answer the question about why parents should be comfortable sending students back to school in 4 weeks if you had to have this meeting virtually.
- With all due respect to the solicitor, my question was for the administration. I'm aware of the state guidelines. I'm also aware of the building sizes and the number of students and employees who will be at each building.
- Again, I appreciate the administration's reply to this question.

- Dr. Wagner stated those guidelines don't apply when school in session as our solicitor said earlier.

Ronald Jefferies, 114 Caribou Circle

- So if all Public Restaurant and bars are limited to 25% indoor capacity what makes schools different? "In session?" Everyone should have the same regulations. What makes schools different? Covid doesn't seem to discriminate.

- Dr. Wagner stated those guidelines do not apply to schools.

Jennifer Stiveson, 409 Arizona Drive

- Live streaming classes - will there be liability issues if there is a class disruption?
- How will that be handled?
- What about working parents of younger students who choose remote, can they log in later and complete assignments or do they have to be there for teachers live lesson?

- Dr. Wagner stated option C might better suit families in this situation.

Emily Trisoline, 408 Wedgewood Drive

- Concerned for the screen time of my children?
- Why will option A students spend their day on chrome books?
- Will there be no handwritten assignments for 3rd graders?
- How do they practice writing skills?
- Will there still be AR?
- Will they still use actual books?
- Will they still have library?

- Dr. Wagner replied: Using chrome books to minimize contact and materials passing back and forth; Younger students will likely do work on paper, for example writing skills, but teacher may just review it by looking as opposed to collecting materials; Yes, books and library will be used as explained earlier

Jennifer Hatala, 105 Schreiber Street

- Will there be time to review IEPs before school?
- Dr. Egnor replied yes, it will be addressed by IEP team and will occur virtually.

Heather Bentz, 252 Reed Street

- When will IEPs be reviewed or updated to include exclusions or changes for the new school new year.
- Will students be able to move to support rooms and sensory rooms?
- Dr. Egnor replied yes, it will be addressed by IEP team and will occur virtually.

Rachel Brandl, 532 Chester Drive

- I agree with Brennan Sites and Pam Key about not trusting parents to take a temperature screen. Your plan is geared towards working parents as you have stated in this meeting. How can we trust that they are taking their temperatures and reporting accurate readings instead of just sending their children to school because they have to work?

Mrs. Guido stated that maybe if we do random checks it could help people feel comfortable.

Dr. Linderman commented that families who are going to cheat the system will do it with medication anyway so checking everyone does not solve the problem.

Dr. Wagner stated if it makes people comfortable, we could consider random checks, but it is a time issue as well.

Mrs. Guido stated school nurses will be understaffed with all that they will need to do under the proposed plan, and we may need to consider having a substitute nurse.

Dr. Linderman stated the benefit needs to outweigh the risk.

Mrs. Key stated a lot of families are concerned about the temperature screening.

Ms. Shank commented that as a teacher, she may consider having a temperature scanner in her room to use if there is a suspected issue.

Jennifer Rioja, 2663 Paige Street

- I'm sorry to write in again as I know the meeting has been long.
- Did I misunderstand the discussion about football games with regard to cheerleaders and band members? Did the school board just suggest lobbying our state representatives in order to get that guideline changed?

- It seemed like it was being suggested that sports or band were as important as the legally mandated school instruction. I don't want to suggest it's unimportant; rather, that the health and safety of students is more important than fall sports. Thanks again.

Ronald Jefferies, 114 Caribou Circle

- What about the parents who could care less and not even take a temp and send their kid or kids to school.
- You want a survey daily for each child and I'm just guessing that people will get tired of it and basically tell you what you want to hear so they can send their kid to school.
- So we only have 5 or so days to make this decision?

Brennan Sites, 3108 Applewood Drive

- Why isn't the school taking temperatures?
- You can't enter wide open spaces like Kennywood without getting their temperature taken. However you are allowing an honor system for closed spaces. Please explain.

Heather Bentz, 252 Reed Street

- Are students that currently receive supports and have an IEP able to have access to their gen ed teacher and/or support staff one on one or face to face periodically and how would that be schedule?
- Dr. Egnor replied yes through academic support; arrangements can be made. He stated they may be one on one or virtual case by case.

Heather Bentz, 252 Reed Street

- For option B virtual learning, will the student be required to be logged in 100% of the day or for real time Google Meets only for instructional times?
- Will the instructional times on Meet be prescheduled with calendar invites to help maintain daily schedules so students can navigate their day as independently as possible?
- Dr. Wagner stated teachers will schedule accordingly and there may be days that will be independently.

Mallory Whitlinger, 5033 Watters Road

- How do you expect parents to come up with a decision in 5 days when things change on a daily basis?

Mason Heberling, 208 McIntyre Lane

- I asked why you didn't sent out a survey in July. You cannot have a plan without seeking adequate and accurate community feedback. Then you make the plan based on community needs. There is clearly a desire for hybrid option, based on the questions in this meeting. The plan you presented is based on out of date data

Dr. Linderman stated you are given options and the opportunity to make the best decision for your child and if it is not working for you, contact your school and discuss; there is leeway.

Heather Bentz, 252 Reed Street

- For elementary, will students be permitted to use playground equipment and if so how is that being sanitized between groups?
 - How will students social distance if on the playground or how will it be enforced?
 - Will activities be provided or instruction given for directional play to ensure they are 6 feet apart?
- Dr. Wagner stated there will be small groups for recess.

Michelle Junod, 4199 7th Street Road

- Since there are so many uncertainties at this time and the situation is so fluid, wouldn't it make more sense to have the first 9 weeks online for everyone to ensure everyone's safety until more information is known and educators are able to have a solid plan for their students' education? There are too many "unknowns" with this virus and it is unfair to students and teachers to subject themselves to this risk.

Mr. Wojcik asked will there be less "unknowns" by waiting?

Dr. Linderman stated this is where it becomes a personal decision. I think it is best for my children to be in school, so I would not want someone to take that ability away. Those who do not want to have the choice to keep them at home.

Mr. Kaczor stated he agrees with Dr. Linderman.

Allison Kowalewski, 2830 Hastings Drive

- A follow up to my question about teachers being involved in the health and safety plan - do we know if the restrictions are feasible for the teachers to conduct in person education effectively? Thank you!
- Dr. Wagner replied we have developed a plan to provide quality education to students with various options for families within the resources available.

John Williams, 166 Jefferson Avenue

- Thank you for your thoughtful consideration in this difficult situation.
 - What will the bus protocol be for those situations when the buses arrive prior to the building being open? For instance, a bus arrives at a building ten minutes prior to the building opening/students being permitted to enter the building. Will the students remain seated on the bus during this time?
 - This does not allow for social distancing, nor is there much air flow when a bus is stationary. Also, will more than 25 students be permitted on a bus at a time?
- Dr. Wagner stated reviewed transportation in presentation and other questions

Jennifer Stiveson, 509 Arizona Drive

- Options: Correct me if I'm wrong, but if I choose option 3, my child will have classes with her Bon Air teachers and staff we loved and appreciated during the spring with their meets and correspondence. If I choose option 3, does money come out of the district funding?
- Dr. Wagner replied, I believe she is referring to option C. That will not be Bon Air teachers. Yes, money comes out of district funding; however, but it's less than cyber school and they remain a Burrell student.

Mallory Whitlinger, 5033 Watters Road

- What is a mask break going to look like inside the building?
- When in a classroom will my child be able to take my mask off?
- I don't feel like this question has been answered fully.

Rachel Brandl, 532 Chester Drive

- Are teachers able to screen the 20 children in their class?
- If they are going directly to their classroom and social distancing, aren't precautions already in place for limited contact on the way to the classroom?

Jenn Fliss, 205 Millers Lane

- I keep hearing you all talk about the "perceived risk outweighing the benefit" when it comes to screening students when they walk through the doors and sending children to school.
- The fact that we are speaking about any risk at all makes me question why we are discussing opening schools at all until there is more control of this virus.
- What is the problem with doing virtual the first 9-weeks of school like Pittsburgh Public and other districts are switching to in order to keep all children safe?
- If we tell families we are doing virtual now, this will give them adequate time to prepare a plan. It sounds as if we are playing rushing roulette.
- Why is this not being considered?

- Dr. Wagner stated the plan presented allows for options based on personal choice.

Mr. Kaczor added that there are kids that may need to see people, for mental and social wellness. He added that his opinion is that many kids need the social connection to continue.

Ms. Shank added that we are fortunate that as a District that we are able to offer options. It is going to be hard for the adults. We are having the hardest time with all of this and we all are worried about the children. She commended the District for working hard this summer to try to come up with plans that works for all our families. She indicated we refer to them as customers, but they are more like shareholders - all of the families, the staff, the custodians. Ms. Shank stated we want everyone to have a choice. We are doing a fantastic job of trying something to provide the best options.

Dr. Linderman agrees and adds that there is nothing to argue since every option is available.

Mark Capsambelis, 132 Yale Drive

- I am worried that the administration is downplaying the overwhelming amount of additional work that is going to be required of the teaching staff.
 - Managing a class that is half online and half in person is not equivalent to managing a class normally in addition to all of the other issues that will arise.
 - What new training and support are the teachers going to get?
- Dr. Wagner responded that she has surveyed teachers for their professional development needs and that at each building, a teacher will be available to assist other teachers with technology and virtual instruction.

Mallory Whitlinger, 5033 Watters Road

- How do you consider a fan proper ventilation?

Christian Yates, 3270 7th Street Road

- Giving parents 5 days notice for this is rough with logistics of a work schedule.
- It isn't feasible for many to secure adequate work weeks, while maintaining a positive relationship with their workforce.

Allison Discello, 2560 Carl Avenue

- Who do we specifically contact for our plan for a student if they have health instruction and we want to do not a full week

Mallory Whitlinger, 5033 Watters Road

- If communication is key why aren't families allowed to choose their weekly schedule (hybrid) and then submit to teachers.

Mickey Woodard, 300 Donnell Road

- Why is the harm in offering a hybrid option? This should be a viable option.

Jennifer Hartung, 1026 Fox Lane

- Will students sanitize their hands upon entering the building?
- Is this part of the health plan?

Brian Guido, 837 Brady Street

- We are humans and can only do what we can. You guys have great plan A B C plans. We have the options.
- You guys are doing the best you guys can.

Carley Baker, 30 Indian Fields Trail

- Can this get voted on soon? Can we move with more clarity, please?

Maureen Weitzel, 626 Myers Drive

- My apologies but I was interested in the hybrid model but could not understand the response. Dr Wagner is easiest to understand.

Jenn Micholas, 2756 Van Buren Drive

- Thanks for all you are all doing, I have complete trust in BSD

Morgan Henderson, 2690 Elaine Drive

- Is there a plan for any type of kindergarten orientation prior to the start of the school year? Thank you!

➤ Dr. Wagner stated previously answered.

Motion by: Mr. Kaczor

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR

PERSONNEL – MS. SHANK (Attachment 8-2S)

Motion by: Mrs. Beveridge

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

BUSINESS – MRS. CALLAHAN:

RATIFY APPROVAL TO JOIN SOURCEWELL, A PUBLIC PROCUREMENT UNIT WITH AN EXTERNAL PROCUREMENT ACTIVITY, FOR COOPERATIVE PURCHASING OF SUPPLIES AND SERVICES PURSUANT TO COMMONWEALTH PROCUREMENT CODE

Mrs. Callahan stated that as Dr. Wagner mentioned, the intention is to have a Chromebooks for each students for 2020-2021 using federal cares funds provided to the school district. There are concerns with having all of the technology received by start of school year due to some matters out of our control. In an effort to try to purchase and receiving technology in a timely manner, but to still comply with federal and state laws regarding purchasing, we are asking board to ratify these two items.

Motion by: Dr. Linderman

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

RATIFY AWARDING COOPERATIVE PURCHASE OF CHROMEBOOKS TO STAPLES CONTRACT & COMMERCIAL LLC IN AMOUNT OF \$248,644.50 PURSUANT TO SOURCEWELL CONTRACT #012320-SCC AND PAYMENT FROM DISTRICT'S CARES ACT FUNDS

Motion by: Mr. Kaczor

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

Mr. Kaczor made a motion, seconded by Mrs. Beveridge, that the Board adjourn the meeting at 10:56 PM.

Roll Call: All in Favor.

Motion Carried.



Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
AUGUST 11, 2020**

CALL TO ORDER

The Burrell School District Board of Directors Agenda Meeting was streamed live on YouTube and called to order at 7:07 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, Mr. Tom Deiseroth, Mrs. Gretchen Beveridge, Mrs. LeeAnn S. Guido, Mrs. Pam Key, Mr. Rick Kaczor, Mr. Christopher S. Wojcik and Ms. Tricia Shank. Also in attendance were: Dr. Shannon L. Wagner, Superintendent, Dr. Gregory Egnor, Director of Student Services, and Mrs. Jennifer S. Callahan, Business Administrator/Board Secretary.

EXECUTIVE SESSION:

AUGUST 4, 2020 – 6:00 PM – PERSONNEL AGENDA

AUGUST 11, 2020 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL AGENDA

AUGUST 18, 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 August 18, 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

APPROVAL OF POLICY 151 – THERAPY DOGS IN SCHOOLS

Dr. Wagner stated that the first reading of Policy 151-Therapy Dogs in School was reviewed in June. She explained Mrs. Balich has a therapy dog currently going through training and will start to visit this year to get acclimated. She added she will ask the Board to approve the policy next week.

PERMISSION TO PLACE ONE BUSINESS, COMPUTERS, INFORMATION, & TECHNOLOGY STUDENT TEACHER FROM INDIANA UNIVERSITY OF PENNSYLVANIA AT BURRELL HIGH SCHOOL FOR THE FALL SEMESTER 2020

Dr. Wagner stated the District already has an affiliation agreement in place with IUP and IUP is requesting student teacher placement for fall semester 2020.

PERMISSION FOR THE FOLLOWING STUDENT TEACHER PLACEMENTS FROM ST. VINCENT COLLEGE: ENGLISH 7-12: HUSTON MIDDLE SCHOOL – SPRING SEMESTER 2021; SOCIAL STUDIES 7-12: HUSTON MIDDLE SCHOOL – SPRING SEMESTER 2021; BIOLOGY 7-12: BURRELL HIGH SCHOOL – SPRING SEMESTER 2021

Dr. Wagner stated that St. Vincent College will be submitting an affiliation agreement to add to next week’s agenda and then we will be asking to approve student teacher placements. Dr. Wagner added we are happy to have student teachers as additional help during this school year.

Mr. Kaczor asked if a student teacher can sub if the teacher is absent.

Dr. Wagner stated student teachers can sub 20 days and we will add them as substitute teachers on the personnel log at a later date.

APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH CATAPULT LEARNING FOR NON-PUBLIC TITLE I SERVICES FOR 2020-2021 SCHOOL YEAR

Dr. Wagner explained the agreement and that the District is required to provide Title I services for MQA qualifying students. She added that the district contracts with Catapult Learning to provide the services at a total cost of \$3,573.

PERMISSION TO ENROLL ONE NONRESIDENT STUDENT TUITION-FREE THROUGH OCTOBER 31, 2020, PENDING CONTRACTED PURCHASE OF HOME

Dr. Wagner stated as per our Board policy, she will ask for approval since the family is purchasing a house in the district. She indicated they are expected to be district residents by the end of September.

Mr. Kaczor asked what if the District goes into the red and the family is not able to close on house, would we allow them continue tuition free?

Dr. Wagner stated that issue would be addressed if needed and explained that the Board can choose to grant an extension or could say no and require tuition be paid.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR:

APPROVAL OF ADDENDUM TO AGREEMENT WITH ESS SUPPORT SERVICES, LLC FOR EDUCATIONAL STAFFING SERVICES EFFECTIVE JULY 1, 2020

Dr. Egnor stated this is a service used to provide Personal Care Assistants (PCA) and this agreement updates the pay rate at a slight increase, which is the first increase in over 10 years. Dr. Egnor also reported that last year we increased the budget to allow for an increased number of PCA. He added that securing aides is a concern.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH ARIN INTERMEDIATE UNIT FOR SCHOOL PSYCHOLOGIST SERVICES FOR 2020-2021 SCHOOL YEAR

Dr. Egnor stated we currently have an agreement with AIU for school psychologist services, and this MOA provides an additional day so it will be four days of service for this year only. He stated we can use IDEA funds for the cost. He indicated he believes we will have additional needs since we are behind in evaluations from last year plus we are expecting additional evaluations this year.

Mrs. Guido asked if we use school psychologists for more than testing.

Dr. Egnor replied yes, as time permits; the school psychologist attends ESS meetings and provides other functions in addition to evaluations.

RATIFICATION OF SERVICE AGREEMENTS WITH THE CHILDREN'S INSTITUTE FOR EXTENDED SCHOOL YEAR (ESY) FOR SUMMER 2020

Dr. Egnor stated that because of the issues we dealt with in the spring and summer, Children's Institute sent this agreement after June's board meeting, so it requires ratification at this time.

Mrs. Beveridge asked how many students were in ESY this summer.

Dr. Egnor reported the following:

- 12 ESY district students but we typically have about 15-18
- Teachers did remote ESY this year
- Guaranteed one-one instruction
- Provided socialization opportunities each week
- Program was successful

APPROVAL OF AGREEMENT WITH FAMILY COUNSELING CENTER OF ARMSTRONG COUNTY FOR STUDENT SERVICES

Dr. Egnor stated this agreement outlines the partial adolescent program in Leechburg and is done yearly as needed to provide services for students.

PERSONNEL – MS. SHANK

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

Dr. Linderman reported the following:

- Meeting later this month
- Had orientation and will start school in the fall
- NWCTC health and safety plan is laid out and just needs approval
- CTC needs to be hands on so students will attend school

Mrs. Guido asked if the intention is for students to attend 5 days per week.

Dr. Linderman replied yes on the schools' normal schedule and class starts August 26, 2020.

Ms. Shank asked if the home district is virtual, will they bus students to the school.

Dr. Linderman replied it is up to sending school.

Mrs. Guido asked if we have students who chose option B or C but want to go to CTC.

Dr. Wagner replied we may have some and the survey is due by 4:00 PM this Thursday. She stated we will work on the transportation portion once we have final information.

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

Mrs. Beveridge reported there was not a quorum at the Tuesday meeting so a meeting is to be held this Thursday to meet and approve the health and safety plan which has several sections.

PSBA LIAISON REPORT – MRS. KEY

BUSINESS – MRS. CALLAHAN:

APPROVAL OF BUS ROUTES FOR 2020-2021 SCHOOL YEAR

Mrs. Callahan stated that School Code requires the Board to approve the bus routes annually. She indicated that Mr. Croushore and Dr. Wagner are working on bus routes and they should be finalized later this week.

APPROVAL OF BUS DRIVERS FOR 2020-2021 SCHOOL YEAR

Mrs. Callahan stated that School Code requires the Board to approve the bus drivers annually. The final list will be provided later this week.

COMMUNICATIONS

REQUESTS FOR USE OF BUILDINGS

Mrs. Callahan stated there are no building requests to approve at this time.

Dr. Wagner reported that she met with YMCA, Mr. D'Angelo, Ms. Lenart and Mr. Ploskunak regarding YMCA before/after school daycare. She stated YMCA will be submitting a building request to use a classroom and the cafeteria at Bon Air School. She indicated that they will only use the two spaces and will limit the number of students. They are following Burrell School District guidelines and the guidelines from the YMCA organization.

Mrs. Guido asked if YMCA will sanitize the classroom before school.

Dr. Wagner stated it is not a classroom used for our students so it will be cleaned nightly as usual. They will use the cafeteria this year rather than the gym since we are using the gym as a cafeteria.

PAYMENT OF BILLS

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

Dr. Linderman made a motion, seconded by Mr. Kaczor, that the Board adjourn the meeting at 7:25 PM.

Roll Call: All in Favor.

Motion Carried.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew

**BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
AUGUST 18, 2020**

CALL TO ORDER

The Burrell School District Board of Directors Board Meeting was streamed live on YouTube and called to order at 7:32 PM by Vice President Kaczor.

PLEDGE OF ALLEGIANCE

Mr. Kaczor 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 Beveridge, Mrs. LeeAnn S. Guido, Mrs. Pam Key, Mr. Christopher S. Wojcik, Mr. Tom Deiseroth, and Mr. Rick Kaczor. The following member was absent: Ms. Tricia Shank. Also in attendance were: Dr. Shannon L. Wagner, Superintendent, Dr. Gregory Egnor, Director of Student Services, Mrs. Jennifer S. Callahan, Business Administrator/Board Secretary, and Mr. Lee Price, Solicitor.

EXECUTIVE SESSION:

AUGUST 4, 2020 – 6:00 PM – PERSONNEL AGENDA

AUGUST 11, 2020 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL AGENDA

AUGUST 18, 2020 – 7:00 PM – PERSONNEL AGENDA

Mr. Kaczor announced the Board's Executive Sessions.

APPROVAL OF MINUTES

Agenda Meeting – June 16, 2020

Regular Meeting – June 23, 2020

Special Meeting – August 4, 2020

Motion by: Mrs. Koziarski

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

TREASURER'S REPORT – JUNE/JULY 2020 (Attachment 8-1)

FOOD SERVICE FUND REPORT – JUNE/JULY 2020 (Attachment 8-2)

STUDENT ACTIVITY FUND REPORTS – JUNE/JULY 2020 (Attachment 8-3)

NURSE'S REPORT – June 2020 (Attachment 8-4)

Motion by: Dr. Linderman

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 stated that we are preparing for opening the schools and staff has stepped up to the plate and doing their very best to prepare for students in the next few weeks.

APPROVAL OF POLICY 151 – THERAPY DOGS IN SCHOOLS (Attachment 8-5)

Motion by: Mrs. Guido

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

PERMISSION TO PLACE ONE BUSINESS, COMPUTERS, INFORMATION, & TECHNOLOGY STUDENT TEACHER FROM INDIANA UNIVERSITY OF PENNSYLVANIA AT BURRELL HIGH SCHOOL FOR THE FALL SEMESTER 2020

Motion by: Mrs. Beveridge

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

PERMISSION FOR THE FOLLOWING STUDENT TEACHER PLACEMENTS FROM ST. VINCENT COLLEGE: ENGLISH 7-12: HUSTON MIDDLE SCHOOL – SPRING SEMESTER 2021; SOCIAL STUDIES 7-12: HUSTON MIDDLE SCHOOL – SPRING SEMESTER 2021; BIOLOGY 7-12: BURRELL HIGH SCHOOL – SPRING SEMESTER 2021

Motion by: Mrs. Koziarski

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH CATAPULT LEARNING FOR NON-PUBLIC TITLE I SERVICES FOR 2020-2021 SCHOOL YEAR

Motion by: Dr. Linderman

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

PERMISSION TO ENROLL ONE NONRESIDENT STUDENT TUITION-FREE THROUGH OCTOBER 31, 2020, PENDING CONTRACTED PURCHASE OF HOME

Motion by: Dr. Linderman

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

APPROVAL OF AFFILIATION AGREEMENT WITH SAINT VINCENT COLLEGE

Dr. Wagner stated this agreement is to place student teachers in our buildings.

Motion by: Mr. Wojcik

Seconded by: Mr. Deiseroth

Roll Call: All in Favor

Motion carried.

APPROVAL OF REVISION TO 2020-2021 SCHOOL CALENDAR (Attachment 8-6)

Dr. Wagner explained she is asking the Board to consider pushing the student start date back to September 8, 2020 for the following reasons:

- Some technology not arriving prior to start of school year
- Additional time to communicate with families regarding families allowing students to bring technology to school
- Teachers working through technology and preparation would appreciate a few more days
- Moving furniture from classrooms to make more room
- Additional time would help resolve some of the issues
- Many other districts have pushed their start date back, so it makes sense to start the school year with other districts
- Administration is requesting revising the calendar to better prepare for students

Dr. Wagner explained changes in calendar:

- Moved October 12, 2020 in-service to September 1
- Moved January 18, 2021 teacher clerical day to September 2
- Early dismissals: 4 remaining in the schedule would equal 8 hours, so teachers will work September 3, 2020

- Provides three additional work days for teachers to prepare
- Removed March 31, 2021 as day off school
- Student's last day will be June 10, 2021

Mrs. Koziarski asked if this gives enough time to prepare for students.

Dr. Wagner replied it gives additional time.

Mr. Kaczor asked about the limited storage space and should a trailer be obtained.

Dr. Wagner replied we are seeking additional areas within our buildings at this time.

Dr. Wagner stated several options are being explored at this time as we work through the issues, and additional time would be appreciated.

Mr. Wojcik asked if the benefit of moving the school year start date back outweighs the other dates.

Dr. Wagner replied yes.

Mr. Kaczor stated if we are just taking furniture out of classrooms for social distancing spacing reasons, why not leave it in and mark every other seat as not usable.

Dr. Wagner explained it is cabinets, tables, etc. that are in the way of spacing desks further apart.

Mr. Kaczor suggested talking with U-Haul about them donating space.

Dr. Wagner replied that Mr. Ploskunak is exploring all options.

Dr. Wagner stated teachers, custodians and the technology department would all appreciate the additional time.

Dr. Wagner reported about 50% of families indicate they have technology, but we need to verify that they are willing to send it to school.

Mr. Wojcik asked if a smart phone is acceptable technology.

Dr. Wagner stated that is not the recommended technology, although older students are better with using phones as technology.

Mr. Kaczor asked if the District has enough bandwidth to support the technology.

Dr. Wagner explained that a few years ago we upgraded our backbone with the intention of going one-to-one and she believes we have the backbone and bandwidth to support our needs.

General discussion ensued regarding shortage of technology.

Mrs. Callahan summarize the technology shortage as follows

- District placed orders for Chromebooks in June as soon as the details about the CARES funding and grant info were released with guidelines and allocations
- Mid-July, the district was made aware of problems obtaining the technology in a timely manner due to nationwide shortage due to many schools and businesses securing devices
- District quickly pursued another opportunity that appeared would help secure technology through purchasing group; requested approval of the purchasing agreement August 4
- We were recently informed that many of the Chromebooks will not be received before the start of school and some not for a few months
- Continue to monitor the status and do the best we can to prepare in the current situation

Mrs. Guido stated that she believes teachers are doing a wonderful job, and if they feel that additional days would be helpful, then we should definitely revise the calendar.

Mrs. Koziarski asked if it will be enough time.

Dr. Wagner replied the union has asked for more time and their request is to start after Labor Day. They are being asked to do something they have never done before, so they would appreciate it. They are learning to use the Chromebooks, learning to integrate it with other classroom equipment and planning for instruction. Teachers will be better prepared, will feel more comfortable and will appreciate the additional time.

Dr. Wagner asked High School principals to comment.

Mrs. Roland indicated that the additional time will be very useful as teachers are working through and trying things to make it work for instruction. It is time consuming but they are working together to find minor adjustments to make that will help make the technology use and online instruction successful.

Mrs. Koziarski asked what it looks like and will a teacher display the whiteboard while teaching for those at home?

Dr. Wagner replied it will depend on the teacher's style. They can share the screen with students at home which will be what is on promethean board for students in school. She added another option might be to put all students in Google Meet so both in-school and at-home students would be doing it that way. Dr. Wagner added that some teachers may co-teach so that one can cover remote while another does the in person.

Mrs. Koziarski stated she believes this is fantastic.

Dr. Wagner commented that teachers are mostly experienced with teaching face to face, so the additional time will be appreciated for them to continue working on their teaching plan.

Dr. Linderman stated that it makes sense and only adds a few days at the end of the school year.

Mrs. Koziarski asked if there has been dialogue with teachers on their comfort level.

General discussion ensued regarding teaching comfort level which varies.

Dr. Wagner explained that building leaders and principals are talking with their teachers and working through some of the issues.

Dr. Linderman stated that parents might be a little upset with the calendar change, but if teachers need it and it is going to help, it is important to make the preparations.

Dr. Wagner stated it is also a technology issue and building facilities issue. She understands it may not be pleasing to all parents, but it is for a better start to the school year.

Mrs. Koziarski stated if it benefits the teachers as well, she fully supports the calendar revision.

Mrs. Guido stated that it sets the stage that we are looking to provide a quality education, not just put in the time. She added it is better if teachers feel a little more prepared and the technology is as best prepared as possible and helps to not set us up for failure.

Mrs. Koziarski stated if it is communicated clearly, the community will hopefully understand.

Dr. Wagner stated if the calendar revision passes tonight, we will email families, post it on the website, post to Twitter and send through a school messenger call tomorrow.

Mr. Kaczor stated in normal circumstances, he would not support the change in calendar, but at this time he believes it makes sense.

Dr. Linderman commented that it puts our students in line with other students start/end time.

Motion by: Dr. Linderman Seconded by: Mrs. Guido

Roll Call: All in Favor Motion carried.

Dr. Wagner thanked Board members.

Mrs. Koziarski thanked Dr. Wagner for the update.

Dr. Wagner reported that 1,700 families have responded at this point and there are still a few to contact for information/choices but most are choosing to physically send students to school.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR:

APPROVAL OF ADDENDUM TO AGREEMENT WITH ESS SUPPORT SERVICES, LLC FOR EDUCATIONAL STAFFING SERVICES EFFECTIVE JULY 1, 2020 (Attachment 8-7)

Motion by: Mrs. Koziarski

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH ARIN INTERMEDIATE UNIT FOR SCHOOL PSYCHOLOGIST SERVICES FOR 2020-2021 SCHOOL YEAR (Attachment 8-8)

Motion by: Mr. Deiseroth

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

RATIFICATION OF SERVICE AGREEMENTS WITH THE CHILDREN'S INSTITUTE FOR EXTENDED SCHOOL YEAR (ESY) FOR SUMMER 2020

Motion by: Mrs. Koziarski

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

APPROVAL OF AGREEMENT WITH FAMILY COUNSELING CENTER OF ARMSTRONG COUNTY FOR STUDENT SERVICES (Attachment 8-9)

Motion by: Dr. Linderman

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

PERSONNEL – MS. SHANK (Attachment 8-10)

Motion by: Mrs. Koziarski

Seconded by: Dr. Linderman

Roll Call: All in Favor.

Motion carried.

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

Dr. Linderman reported a virtual meeting will be held this Thursday.

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

Members received a summary of the June 23 and August 13, 2020 minutes in their packets. Mrs. Beveridge reported the following:

- Put in place the 5-part Health and Safety Plan for 2020-2021
- Bus contract through First Student
- Security services for Clairview School
- Pedro Rivera announced his resignation as PA Secretary of Education
- Noe Ortega will replace Mr. Rivera
- Safe to Say Program – system for students and parents to report various matters
 - o During pandemic suicidal and self-harming tips increased
 - o Important to note as we move forward
- IT department working long hard hours as they all are – thank you
- No eAcademy numbers at this time

Mrs. Beverage continued with the following comments relating to our district and the upcoming school year:

- Thank you to administration, faculty, and staff for a very hard, long summer working to get our students through a school year. We have no idea what is going to happen, but faculty is working hard.
- We had a tough decision to make and feels we had to make a decision for students that need help.
- Understand it puts administration and staff in difficult position and appreciates the hard work.
- Believes the decision and plan was made based mainly on what kids need

PSBA LIAISON REPORT – MRS. KEY

Mrs. Key reported PSBA is asking school leaders to ask Governor Wolf to provide temporary liability protection for schools. With precautions taken, there is no way to prevent all exposure to COVID.

BUSINESS – MRS. CALLAHAN:

APPROVAL OF BUS ROUTES FOR 2020-2021 SCHOOL YEAR

Mrs. Callahan stated that bus routes and bus drivers must be Board approved annually per school code. She indicated that Mr. Croushore has provided the bus routes for 2020-2021.

Motion by: Mr. Kaczor

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

APPROVAL OF BUS DRIVERS FOR 2020-2021 SCHOOL YEAR

Mrs. Callahan stated that WL Roenigk, bus contractor, has provided the list of bus drivers.

Motion by: Mr. Deiseroth

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

Mr. Wojcik asked if the District receives drivers' clearances.

Dr. Wagner replied yes.

Mrs. Koziarski asked if the District added more buses due to social distancing.

Dr. Wagner replied face to face for busing is approximately 70% capacity; they expect two per seat and require masks.

Dr. Linderman asked if seats are assigned.

Dr. Wagner replied yes. She added that she believes many of parents will drive their kids and we will be looking closer at that part of the survey next.

General discussion ensued regarding transportation and plan guidelines.

Dr. Linderman asked if parking issues are foreseen.

Dr. Wagner stated vehicles are still required to be registered and get a parking pass. She indicated that spaces may have to be limited.

High School principals added that they believe they are able to handle parking issues because we typically have extra spaces.

COMMUNICATIONS

None.

REQUESTS FOR USE OF BUILDINGS (Attachment 8-11)

Ms. Callahan stated that YMCA Childcare at Bon Air School has been posted as a building request since last week.

Motion by: Mrs. Koziarski

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

PAYMENT OF BILLS (Attachment 8-12)

Motion by: Dr. Linderman

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

COMMENTS FROM THE PUBLIC

JSC read the following public comments:

- John Kido, 2908 Leechburg Road
 - o Link is not present as advertised prior to 7:30 meeting start time
- JSC responded that link was available and working prior to meeting starting as tested by admin present.
- Mason Heberling, 208 McIntyre Lane
 - o Genia has an excellent point that allowing some teachers to focus on virtual learning while others focus on in person learning would make teachers feel more comfortable. Why is this approach not allowed for K-5 teachers?
 - o Dr. Wagner responded that it is not the model presented, we want all teachers to learn the technology, it is not good to have one teacher virtually and different teacher face to face. Want students to have same teacher/experience. Also, as explained earlier, it puts more students in classrooms so less social distance space.

OTHER REMARKS

Dr. Linderman asked if students that drive to school and attend CTC, can they drive straight there.

Dr. Wagner replied yes, they will go straight there.

Mrs. Key asked if there will still be a bus to CTC.

Dr. Linderman replied there was a CTC survey and yes, there will still be a bus, but kids are allowed to drive this year.

Mrs. Beveridge asked for a High School stadium renovation project status.

Dr. Wagner replied September 23, 2020 is the completion date.

Mr. Kaczor if the project is behind schedule.

Dr. Wagner replied yes, but this is the date they have indicated for a while now. Will be able to have games from that date on.

Mrs. Koziarski asked about the idea of one teacher teaching all remote students and one in person and if that is available at Stewart.

Dr. Wagner explained that pulling teachers to do remote learning only would increase the class sizes for kids face to face in school. She stated she thinks it is better for younger students to have the teacher that they will have when they return to in school instruction. She also believes it is good for all teachers to learn the environment and for the PLC to continue their good work together.

Mr. Kaczor stated he also sees the benefit if a substitute is there to just manage the kids while another teacher can then pick up and provide instruction.

General discussion ensued regarding instruction.

Dr. Linderman asked if earbuds are provided to students.

Dr. Wagner replied no, but we are asking students to provide them as part of school supplies. She stated that they will be provided for teachers.

Dr. Wagner asked Ms. Speer, Technology Director, to explain.

Ms. Speer explained that earbuds are basically serving as a microphone for students at home to hear the teacher clearly. Teachers will be muting/unmuting students at home.

Mrs. Koziarski asked if our phones could tie to the sound.

Ms. Speer replied that teacher phones are not speaker phones.

Mrs. Koziarski asked if there is something that can be added.

Mrs. Callahan stated our phone system is very old and would probably not support the technology. It is something that was on our long-term list for upgrades, but was not a priority since the system has worked for our needs to this point.

General discussion regarding substitute teachers.

Dr. Wagner stated we will have a substitute teacher training.

Mrs. Key asked about eAcademy and kindergarten.

Dr. Egnor explained that eAcademy uses a vendor/program which is the vendor that some of the cyber charter schools use and that it is robust. K-5 specializes in software that is more engaging toward younger students.

Mrs. Key stated that a parent asked about mask breaks and was told mask breaks are during lunch and recess, but no promises at any other time. Mrs. Key questioned did we not talk about permitting mask breaks when students are properly separated?

Dr. Wagner stated that guidelines changed yesterday.

Dr. Egnor stated he believes that across classrooms, there will be scheduled mask breaks.

Mr. Price, Solicitor, stated that PDE guidance now says we must wear masks except for mask breaks which can be no longer than 10 minutes.

Dr. Wagner stated we originally discussed students could remove masks when social distanced in class. She added that PDE indicated that a face shield is an acceptable alternative.

Mrs. Koziarski asked about students not following mask guidelines.

Dr. Wagner responded that we will ask them to correct it and if it becomes an issue, or they will be asked to change to remote learning.

Mrs. Key stated that she fully applauds teachers, custodians, and cafeteria workers because they are now front-line workers; they are cautious and notes that how they feel is how they feel. She commented that any fear or anxiety they have is real to them so it is important to validate those feelings. Even the parents who may be opting to send students, they are still fearful. The unknown is there, so it is ok to feel afraid or however else anyone feels. Mrs. Key stated she believes we should accept that, validate it and support them. The staff has a very difficult task to come in here every day. She added that she supports them.

Mrs. Koziarski stated she agrees with Mrs. Key. Coming from a household that had COVID, it has given her a different perspective. She appreciates that we are providing several options and that we are sympathetic to everyone's needs and fears.

Mrs. Key stated we have talked about the mental health of students, but feels it is also important to talk about mental health of teachers, staff and parents.

ADJOURNMENT

Mrs. Beveridge made a motion, seconded by Dr. Linderman, that the Board adjourn the meeting at 8:45 PM.

Roll Call: All in Favor.

Motion carried.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew