

**BURRELL SCHOOL DISTRICT  
AGENDA MEETING MINUTES  
MARCH 10, 2020**

**CALL TO ORDER**

The Burrell School District Board of Directors Agenda Meeting was held in the High School Board Room and called to order at 7:01 PM by President Shank.

**PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

The following responded to Roll Call: Dr. Rachel Linderman, Mrs. Jane A. Kinter, Mr. 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-**

**MARCH 10, 2020 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL AGENDA**  
**MARCH 17, 2020 – 7:00 PM – PERSONNEL AGENDA**

Ms. Shank announced the Board’s Executive Sessions.

**AGENDA REVIEW**

The Board reviewed items scheduled for the regular meeting to be held on March 17, 2020.

**APPROVAL OF MINUTES**

Agenda Meeting – February 11, 2020  
Regular Meeting – February 18, 2020

**TREASURER’S REPORT – FEBRUARY 2020**

**FOOD SERVICE FUND REPORT – FEBRUARY 2020**

**STUDENT ACTIVITY FUND REPORTS - FEBRUARY 2020**

**NURSE’S REPORT – FEBRUARY 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 AFFILIATION AGREEMENT WITH UNIVERSITY OF PITTSBURGH AT GREENSBURG FOR FIVE-YEAR PERIOD**

Dr. Wagner explained the agreement to place student teachers in our schools.

**PERMISSION TO PLACE ONE ELEMENTARY EDUCATION STUDENT TEACHER FROM UNIVERSITY OF PITTSBURGH AT GREENSBURG IN STEWART ELEMENTARY SCHOOL FOR FALL AND SPRING SEMESTERS 2020-2021**

**PERMISSION TO PLACE TWO ELEMENTARY EDUCATION STUDENT TEACHERS FROM SETON HILL UNIVERSITY IN BON AIR AND STEWART ELEMENTARY SCHOOLS FOR FALL SEMESTER 2020-2021**

Ms. Shank asked if elementary and secondary schools have a separate agreement.

Dr. Wagner replied no.

**APPROVAL OF 2020-2021 SCHOOL CALENDAR**

Dr. Wagner reviewed the proposed school calendar with start date September 1, 2020. She stated that Labor Day is September 7 so she is not recommending starting that late. June 8, 2021 is the last day for students. She also reviewed in-service days and holidays.

Dr. Wagner stated if we are able to apply for flexible instruction days, the calendar could be revised.

**SUMMER WORK SCHEDULE – INFORMATION SUMMER WORK SCHEDULE – INFORMATION**

Dr. Wagner stated that June 19-August 7, the district will shut down Friday, Saturday and Sunday. She explained workers will work four 10-hour days as done for several years.

## **DISTRICT COMPREHENSIVE PLAN – INFORMATION**

Dr. Wagner stated that in prior months, the Board approved several plans which make up the parts of the comprehensive plan. She said the state changed the plan based on the original template. Dr. Wagner provided the template for district review and then final approval. She summarized the plan including needs assessment, goals, and actions/activities. She added data there are goals around improving student academics and disaggregated groups, professional development creating a culture of collaboration through PLC's (professional learning communities). She added that communication is also a piece of the plan which will be shared with the Board each year in January in addition. Dr. Wagner explained that the plan will be on display for public review on the District website for 28 days and then she will ask the Board for final approval at next month's Board meeting.

## **CAPITAL IMPROVEMENTS: HIGH SCHOOL STADIUM TRACK AND FIELD RENOVATIONS PROJECT – INFORMATION**

Dr. Wagner summarized the High School Stadium Track and Field Renovations Project that has been discussed for over a year. She stated the estimates from the architects and project plans have been reviewed. Dr. Wagner indicated the Board agreed to seek bids to receive the actual costs of the project. She reported there were four bidders, one withdrew due to his error. Dr. Wagner reported that administration has reviewed the project and has provided a recommendation for Board members.

Dr. Wagner reviewed the recommendation/bid summary and the project included in recommendation and cost. She reviewed each alternate and the reasoning for recommendation and cost, including: Base bid including artificial turf, Alt 1 – new football and soccer goal posts, Alt 3 – alternating green color turf on field, Alt 5 – fence and gates at perimeter of track, Alt 6 – replace asphalt ramp with stair/wall construction, Alt 9 – add end zone turf color, Alt 10 – adding new track surfacing color, and Alt 11 – substitute embedded track surface.

Dr. Wagner stated the total cost of recommended bid with alternates is \$1,829,200.

Dr. Linderman asked about the estimated length and cost for replacing for replacing the track surface.

Mr. Dometakis, HHSDR Architects/Engineers, stated 7-8 years.

Dr. Linderman asked about estimated cost for replacement.

Mr. Carly, HHSDR Architects/Engineers, added the cost to replace the full surface is approximately \$150,000 or just replacing top surface with spray is approximately \$45,000 which then provide for up to 11 years of usage.

Mr. Kaczor asked if track coaches have a preference.

Mr. White, Track coach, stated the embedded track surface is preferred.

Mr. D'Angelo stated most colleges and big schools use the embedded surface.

Dr. Wagner explained that Alt 12 is being rejected because we believe it will not be needed, but could be area that needs additional work which would then result in change orders.

Mr. Dometakis stated until the project is started, there could be areas that need additional work and could result in an additional cost. The cost of the work has been provided.

Dr. Wagner stated the low bid is Sprinturf brand turf.

Mr. Carly stated the warranty of all turf brands are the same and the fiber is the same, it is just different configurations.

Mrs. Key asked the cost to replace the turf when needed.

Mr. Carly stated that he is seeing districts get approximately 13-14 years and then re-carpet for approximately \$350,000.

Mr. Dometakis said we can get pricing on an additional warranty to 10 years, but the typical surface is lasting about 13 years.

Dr. Wagner asked Mrs. Callahan to summarize the financial information

Mrs. Callahan provided a summary of the Capital Reserve and Capital Project Funds. She reported a balance as of 2/29/2020 in Capital Project Fund of \$938,374, mostly from the bond refunding in November 2019 which legally specified proceeds would be used for the Track and Stadium Field Project. Additionally, she stated that Capital Reserve Fund balance of \$1,809,340, for a total of \$2,747,714, is available for use on capital improvements only as required by law. Mrs. Callahan stated that after adding pending deposits and estimated interest and deducting outstanding costs from prior contracts, if the Board chooses to award bids as recommended, the remaining Capital Reserve Fund balance after the project will be approximately \$870,000.

Mrs. Callahan reviewed estimated costs of construction vs. field maintenance as provided previously by the architects with updated construction costs per bids. It shows that natural grass costs about \$271,000 more than artificial turf over a 10 year period. She also reviewed numbers of students who would directly benefit from the project as recommended which totals over 1,000 athletes, band members, and students. She also provided an updated artificial turf survey showing that very few school districts continue to use grass fields.

Mr. Kaczor asked about timeline for project,

Mr. Dometakis reviewed the planned timeline starting at end of March with the project completed by end of August.

Mr. Kaczor asked if there is a plan in place for spring track practice.

Dr. Wagner stated Mr. D'Angelo has an agreement with Highlands School District for practices.

Mr. Kaczor asked if pushing it back a week to start would make a difference on the end date,

Mr. Dometakis stated he does not anticipate breaking ground until first or second week of April due to permits and paperwork.

Dr. Wagner stated we would use the track and the field until official work starts.

Mrs. Kinter asked about the plan for graduation.

Dr. Wagner stated it will be held indoors.

Ms. Shank asked if Track is only spring sport displaced and is the district providing transportation for practices at Highlands.

Dr. Wagner replied yes only Track is displaced and Mr. D'Angelo is working on coordinating transportation and supervision.

Mr. D'Angelo stated he is anticipating transporting runners by Roegnik school buses arriving around 4:00 and practicing 2-3 days per week. He added that throwers and jumpers would practice at our high school in locations outside of stadium.

Ms. Shank asked about the surface where jumpers will practice.

Mr. White, head track coach, explained that he is comfortable with the plan in place.

Ms. Shank asked if jumpers could go to Highlands.

Mr. D'Angelo said possibly, but this would involve some logistics and additional transportation.

General discussion regarding pole vaulting and practice.

Mr. White stated it would be preferred to be on the correct surface and this would require logistics and transportation.

Dr. Wagner stated Mr. D'Angelo and Mr. White will work out the logistics.

Mr. White stated that it would benefit the team greatly if the start date of the project is held back as long as possible. He stated that section meets end mid to late April and that the number of athletes reduces drastically from about 130 to 50 after that.

Mr. Wojcik stated that there are significant disparities between vendors and asked why the disparities.

Mr. Dometakis stated that vendors make their bids based on business decisions.

Mr. Kaczor stated that he believes the options recommended are exactly as he would have selected.

Dr. Wagner stated this is something that would not be done again for a very long time, so it is important to try to do the project the best way possible while also being responsible in the use of the capital funds we have available.

Mr. Kaczor asked if BB logo is in bid and will it be placed in the center.

Dr. Wagner replied yes.

Ms. Shank opened up for questions from public regarding the project

Bo Jackson – 421 Chapeldale Drive

- Thanked Board for moving forward with artificial turf
- Provided packets of pictures of other fields because he believes more color should be on field and that the wording should be in the end zones or the football field will look incomplete. If not doing anything in end zones, please do something with branding in middle of field

Ms. Shank stated that the field is used for football and soccer, and asked if there are issues with lettering for soccer goalies.

Brandon Daughtry, Assistant Boys Soccer Coach

- As boys soccer coach and a previous college soccer coach, believes letters in end zones are awful from soccer perspective and leads to worse performance on field.

Dominic Ferra, 10<sup>th</sup> Grade Student

- Goalie for Burrell Boys soccer
- Wording gets in the way for soccer and it does not benefit the entirety of the sports using the field.

Mr. Kaczor stated he is glad to see all the students here showing their interest.

Dr. Linderman asked if it would help if the logo was in the center of goal.

Mr. Daughtry stated from usage and play of the game, it is easier and better with nothing.

Bo Jackson – 421 Chapeldale Drive

- These are great comments and because we are looking for best for all of the sports

Dr. Wagner stated that one of the alternates is a different solid color in the end zones.

Bo Jackson – 421 Chapeldale Drive

- Different color lines and numbers could spruce up the field
- Many schools went with Shaw brand turf to save money

Mr. Dometakis stated Shaw brand was also bid and it was more expensive.

Mr. Kaczor stated we are moving away from grass and that is a big step, so we should not be frivolous.

Gavynn Thompson, 10<sup>th</sup> grader

- Has not played soccer in many years, but asked if a giant sword could possibly be painted in end zones

David Scandrol – 111 Rita Avenue

- Did anyone consider health/welfare of players
- Pulled up a study about injuries and toxic chemicals

Ms. Shank responded that Board members did review safety and injury information.

Mrs. Guido stated that she has done some inquiring on safety and feels confident that turf is now a safe and healthy option. She added that she believes the focus has been on the financial impact as opposed to what's the best for students. She believes that the recommended project is what is best for the majority of students. She spoke with some coaches who told her that although injuries can occur on either surface, it is the job of the coaches to teach the athletes to best perform on the surface.

**PERMISSION FOR SAMANTHA CALLEN TO CHAPERONE ONE HIGH SCHOOL STUDENT TO PIAA STATE SWIM CHAMPIONSHIP AT BUCKNELL UNIVERSITY, LEWISBURG, PA, MARCH 12-14, 2020**

Dr. Wagner explained that a swimmer has qualified to go to the state competition.

Motion by: Mrs. Key

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

**DIRECTOR OF STUDENT SERVICES – DR. EGNOR:**

**APPROVAL OF AGREEMENT WITH GRADE POINT RESOURCES FOR CONSULTATION FOR 2020-2021 SCHOOL YEAR**

Dr. Egnor stated that this agreement is specific to supporting special education and students with autism and supporting the teachers.

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

**PERMISSION TO CONDUCT APPROPRIATE IMMUNIZATION CLINICS DURING 2020-2020 SCHOOL YEAR**

**PERSONNEL – MS. SHANK**

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

Dr. Linderman reported:

- Enrollment 403 for 2020
- Dylan Eckman and Haylee Shultz, Seniors: 1<sup>st</sup> place at District Level Skills USA Championship. Advancing to the State Level Competition for Team Fabrication
- Haylee Shultz, Senior: 4th place - Job Skills Demonstration
- Received \$8,000 grant from Workforce Investment Board
- NWCTC Operational Plan includes incorporating Google classroom as a collaborative tool between CTC and sending school teachers in Math and ELA.

· Mr. Wojcik reported:

- Expects to graduate 86 seniors this year

**WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE**

Mrs. Beveridge reported:

- Budget will be approved next week

**BUSINESS – MRS. CALLAHAN:**

**APPROVAL OF BUDGETARY TRANSFERS**

**APPROVAL OF BUSINESS SERVICES AGREEMENT WITH CONSOLIDATED COMMUNICATIONS, INC. FOR TELEPHONE SERVICE FOR THREE-YEAR TERM**

Mrs. Callahan explained that this is a three-year extension of the current telephone service at a slightly lower rate than the previous agreement (\$408).



**ADOPTION OF 2020-2021 WESTMORELAND INTERMEDIATE UNIT GENERAL OPERATING BUDGET**

Mrs. Callahan summarized the Westmoreland Intermediate Unit General Operating Budget for 2020-2021. She reported Total Revenue and Expenditures of \$6,655,915 and Total District Contributions of \$191,802; Burrell School District's share is \$5,719.40, which is a \$2,073 increase over prior year contribution.

**APPROVAL OF RESOLUTION APPOINTING DELEGATES TO ACT 32 TAX COLLECTION COMMITTEE**

Mrs. Callahan stated that several years ago, Act 32 required the establishment of Tax Collection Committee (TCC) to determine the local tax collection company for the county. The committee includes delegates from county school districts and cities/municipalities/boroughs. She stated that she is appointed delegate for Burrell School District since the committee inception with the District alternate being the Superintendent and/or a representative from City of Lower Burrell. The City of Lower Burrell has requested that Amy Rockwell, City Administrator, be named as an alternate for our TCC. Mrs. Callahan stated she recommending that the Board adopt the resolution presented that names her as the delegate, with Dr. Wagner and then Amy Rockwell as alternates.

**ACCEPTANCE OF MANAGEMENT'S DISCUSSION AND ANALYSIS FOR FISCAL YEAR ENDED JUNE 30, 2019**

Mrs. Callahan stated that at the November Board meeting, she reviewed the Districts 2018-19 financial information in detail as we looked at the District's Annual Financial Report (AFR) as submitted to PDE in October. She indicated the next two items relate to the financial data for fiscal year ended June 30, 2019. All of the financial data remains the same as what was reported to you in November 2019. She stated she will provide a quick overview and if Board member want more detail or have questions, feel free to ask.

Mrs. Callahan explained that the Management's Discussion and Analysis (MD&A) is a written summary that she prepares as required by Governmental Accounting Standards Board to explain the financial reports and accounting practices. It gets included in the audit report and has specific information required to be incorporated.

Mrs. Callahan explained the financial highlights, showing net position and fund balance. She reported the June 30, 2019 ending fund balances as follows: Unassigned General Fund Balance \$3,646,936; Committed Fund Balance \$960,000; Restricted Fund Balance \$14,357; Capital Reserve Fund Balance \$753,129; and Capital Project Fund Balance \$34.

Mrs. Callahan summarized the basic financial statements section and fund financial statements, reported the Government-wide Statement of Net Position and the Changes in Net Position for Governmental and Business-type activities (Food Service Fund). She also pointed out the significant variances in budget section as a written summary of differences between budget amounts and final actual amounts which were reviewed in detail at the November Board meeting. She reviewed the Capital Assets and Long-Term Debt section and figures and finally the comparative analysis data.

**ACCEPTANCE OF INDEPENDENT AUDIT REPORT OF HOSAK, SPECHT, MUETZEL AND WOOD, LLP FOR FISCAL YEAR ENDED JUNE 30, 2019**

Mrs. Callahan explained that the District is required to have an Independent CPA firm perform an audit each year. They review fiscal transactions, accounting practice, and financial reporting of the District in detail. She summarized the report by highlighting the following items: Audit Report letter and opinion; Statement of Net Position; Balance Sheet showing Assets, Liabilities, and Total Fund Balance of \$5,374,547; Statement of Net Position – Proprietary Funds (Food Service Fund); Statement of Revenue, Expenses and Changes in Net Position – Proprietary Funds showing Change in Net Position of positive \$139,182; Notes to Financial Statements; Schedule of Revenues, Expenditures and Changes in Fund Balance which shows actual Revenues and Expenditures for the fiscal year as well as the various with budgeted figures as well as Net Change in Fund Balance and ending Fund Balance figures; Report on Internal Control– stating that there were no deficiencies in internal control and no instances of non-compliances required to be reported; and Schedule of Findings and Questioned Costs showing no material weakness, no significant deficiencies, no non compliances and no findings or questioned costs.

Ms. Shank thanked Mrs. Callahan and added that it is due to her good work that the District is in a solid financial position and able to fund the construction project being considered.

**ACCEPT WITHDRAWAL OF BIDS FOR HIGH SCHOOL STADIUM TRACK AND FIELD RENOVATIONS PROJECT BY TPK INC. DUE TO ERROR**

Mrs. Callahan stated that TPK, one of the vendors who bid on the construction project, has requested to withdraw their bid due to an error they made.

**AWARD BID AND APPROVAL OF CONTRACT FOR HIGH SCHOOL STADIUM TRACK AND FIELD RENOVATIONS PROJECT TO \_\_\_\_\_ IN THE AMOUNT OF \$ \_\_\_\_\_ AND APPROVAL OF USE OF CAPITAL PROJECT AND CAPITAL RESERVE FUNDS**

**COMMUNICATIONS**

## **REQUESTS FOR USE OF BUILDINGS**

### **PAYMENT OF BILLS**

### **COMMENTS FROM THE PUBLIC**

Doug Montanari – 3192 Vermont Drive

- Moving from grass to artificial surface includes additional equipment to maintain - has that been considered?
- Equipment training - is there a plan in place.
- Should ask manufacturer to spell out specific timeline and training on new equipment

Dr. Wagner responded that equipment is included in bid and extra fill as well as required trainings. She added there is professional cleaning included every three years in the maintenance plan.

Doug Montanari – 3192 Vermont Drive

- Believes cleaning equipment is different

Dr. Wagner responded that it is different equipment and that the cost will be a fee for using that equipment. She and Dave Ploskunak, Facilities Director, have reviewed this information with the architect and are prepared to maintain the surface,

Chris O'leath, Stated he is not a district resident

- Old studies that were brought up by other comments might be old medical data on older artificial turf surfaces
- Believes that although there may be a slight increase in injuries, there are also significant decrease in other injuries
- Newer fields are constructed better than the older fields

Gavynn Thompson, 10<sup>th</sup> Grade Student

- Suggested Drama Club volunteer to make student section an actual ship

Dave Horvat - 514 Harding Street

- Requests construction schedule information
- Will project will be completed for both football and soccer seasons to compete at home

Mr. D'Angelo responded that the expected completion date is August 28 and it is his understanding that both football and soccer seasons can have home games.

Mr. Kaczor asked if students would show up for Friday night soccer games.

Sidney Horvat, 10<sup>th</sup> Grade Student

- Siblings play soccer and many people come to games, so she believes Friday night games would get additional attention.

Bo Jackson – 421 Chapeldale Drive

- Gavin had a great idea, other schools have done that.
- Many organizations in Burrell would possibly donate lumber, etc.
- Could possibly be done with talented kids in our school.

Vikki Quinn, 509 Stonehaven Drive

- Seems like administration recommended artificial turf and options
- Do board members generally take recommendation of administrators on decisions

Ms. Shank stated yes, Board members trust the administration and their opinions since we have been working with them for years. She added that she is pleased that the bids came in as they did and happy to be able to consider artificial turf.

Vikki Quinn, 509 Stonehaven Drive

- Appreciates that Board listened to community who expressed their opinion
- She is grateful and it builds greater sense of community by moving forward with artificial turf

Ms. Shank stated that community input was a big factor. Receiving input from the public after we began discussing the project, helped Board members see bigger picture. She added that as a Board, we greatly appreciate input from students.

Ryan Wurzer, 11<sup>th</sup> Grade Student

- Soccer and track
- Does not care what graphics are on the field; important we have artificial turf field
- In fall, it gets colder and wet, with football and soccer playing, the field gets so muddy and gets holes all over the field, so that is not a good surface.

Gavynn Thompson, 10<sup>th</sup> Grade Student

- Field is lumpy and that if you do grass again it will be same problem down the line
- Other teams talk about the poor condition of our field and it is embarrassing

Ms. Shank stated she is happy that everyone came to the meeting and we are happy that we are able to do this. She expressed apologies to sports organizations that will be displaced. It may be an inconvenience for a while but then the District will be set for future.

Mr. Kaczor asked if construction will affect football practice.

Mr. D'Angelo answered that football practices in dustbowl, but once the project is completed both soccer and football will be able to use the field for practice.

Ms. Shank thanked Mr. D'Angelo for working on the plan for logistics.

**ADJOURNMENT**

Mrs. Beveridge made a motion, seconded by Mrs. Kinter, that the Board adjourn the meeting at 8:52 PM.

Roll Call: All in Favor.

Motion carried.

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Jennifer S. Callahan, Board Secretary

JSC/lew

**BURRELL SCHOOL DISTRICT  
BOARD MEETING MINUTES  
MARCH 17, 2020**

**CALL TO ORDER**

The Burrell School District Board of Directors Board Meeting was held in the High School Board Room and called to order at 7:35 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. Jane A. Kinter. 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**

**MARCH 10, 2020 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL AGENDA**

**MARCH 17, 2020 – 7:00 PM – PERSONNEL AGENDA AND STUDENT  
CONFIDENTIALITY**

Ms. Shank announced the Board’s Executive Sessions.

**APPROVAL OF MINUTES**

Agenda Meeting – February 11, 2020

Regular Meeting – February 18, 2020

**TREASURER’S REPORT – FEBRUARY 2020 (Attachment 3-1)**

**FOOD SERVICE FUND REPORT – FEBRUARY 2020 (Attachment 3-2)**

**STUDENT ACTIVITY FUND REPORT – FEBRUARY 2020 (Attachment 3-3)**

**NURSES’ REPORT – FEBRUARY 2020 (Attachment 3-4)**

Motion by: Dr. Linderman

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.



**SUMMER WORK SCHEDULE – INFORMATION**

Dr. Wagner stated that she provided information last week regarding the summer 2020 work schedule. She explained workers will work four 10-hour days.

**DISTRICT COMPREHENSIVE PLAN – INFORMATION**

Dr. Wagner stated that she reviewed the District Comprehensive Plan at last week’s meeting. The Plan will be posted to allow the 30-day public review. Board members will be asked to approve the Plan in April in order to meet the deadline.

**CAPITAL IMPROVEMENTS: HIGH SCHOOL STADIUM TRACK AND FIELD RENOVATIONS PROJECT – INFORMATION**

Dr. Wagner stated the architects were at last week’s meeting and reviewed all of the data and renovations.

**GRANTED PERMISSION FOR SAMANTHA CALLEN TO CHAPERONE ONE HIGH SCHOOL STUDENT TO PIAA STATE SWIM CHAMPIONSHIP AT BUCKNELL UNIVERSITY, LEWISBURG, PA, MARCH 12-14, 2020 - INFORMATION**

Dr. Wagner stated the overnight trip was approved last week; however, the PIAA Swim Championship has since been postponed.

**PERMISSION FOR SUPERINTENDENT TO AMEND 2019-2020 SCHOOL CALENDAR, INCLUDING HOURS AND MINUTES OF SCHOOL PER DAY, AS MAY BE NECESSARY TO COMPLY WITH LAW**

Dr. Wagner explained that permission is being requested in light of the COVID-19 situation and the potential to make decision quickly regarding educating students.

Motion by: Mrs. Key

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

**DIRECTOR OF STUDENT SERVICES – DR. EGNOR:**

**APPROVAL OF AGREEMENT WITH GRADE POINT RESOURCES FOR CONSULTATION FOR 2020-2021 SCHOOL YEAR (Attachment 3-8)**

Motion by: Dr. Linderman

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.



**ADOPTION OF WESTMORELAND INTERMEDIATE UNIT’S POLICIES, PROCEDURES AND USE OF FUNDS (Attachment 3-9)**

Motion by: Mr. Kaczor

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

**PERMISSION TO CONDUCT APPROPRIATE IMMUNIZATION CLINICS DURING 2020-2021 SCHOOL YEAR**

Motion by: Mrs. Key

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

**PERSONNEL – MS. SHANK (Attachment 3-12)**

Motion by: Dr. Linderman

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

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

Members received a summary of the February 20, 2020 meeting.

Dr. Linderman reported the following:

- Dylan Eckman and Haylee Shultz placed 2<sup>nd</sup> at the state championship
- March meeting is cancelled

**WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE**

Members received a summary of the February 26, 2020 meeting.

Mrs. Beveridge reported the following:

- March meeting is cancelled
- PSBA discussion standardized testing for later this year – most pressing concern is status of PSSA and Keystone exams on April 20-May 1 and May 11-22 respectively
- Legislature being presented for new plan and approach for completion
- Department may consider exempting schools closed or some other kind of waiver

Ms. Shank stated it sounds like if school is not cancelled, they may consider changing the requirements.

**PSBA REPORT – MRS. KEY**

Mrs. Key reported the following:

- Charter Reform campaign – more than 140 school districts have adopted Resolutions
- School Boards can submit proposals for legislative platform

**BUSINESS – MRS. CALLAHAN:**

**APPROVAL OF BUDGETARY TRANSFERS (Attachment 3-13)**

Motion by: Mr. Kaczor

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

**APPROVAL OF BUSINESS SERVICES AGREEMENT WITH CONSOLIDATED COMMUNICATIONS, INC. FOR TELEPHONE SERVICE FOR THREE-YEAR TERM**

Mrs. Callahan stated the agreement for phone service is an extension of the current service at a slightly lower rate.

Motion by: Dr. Linderman

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

**ADOPTION OF 2020-2021 WESTMORELAND INTERMEDIATE UNIT GENERAL OPERATING BUDGET (Attachment 3-14)**

Mrs. Callahan indicated that the Westmoreland Intermediate Unit General Operating Budget for 2020-2021 was reviewed at last week’s agenda meeting. She reviewed WIU Total Revenue and Expenditures of \$6,655,915 and Total District Contributions of \$191,802. She stated Burrell’s share is a \$5,719.40, which represents a slight increase over prior year.

Motion by: Mrs. Key

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

**APPROVAL OF RESOLUTION APPOINTING DELEGATES TO ACT 32 TAX COLLECTION COMMITTEE**

Mrs. Callahan stated that last week she explained that she is the Act 32 Tax Collection Committee delegate and we have alternates. The City of Lower Burrell has asked us to appoint City Administrator, Amy Rockwell, as the District’s alternate. She indicated that this resolution names

Mrs. Callahan as Burrell's delegate with Dr. Wagner and Amy Rockwell as alternates if she is unable to attend meeting.

Motion by: Mr. Deiseroth

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

**ACCEPTANCE OF MANAGEMENT'S DISCUSSION AND ANALYSIS FOR FISCAL YEAR ENDED JUNE 30, 2019**

Mrs. Callahan stated that she provided an overview of the MD&A for fiscal year ended June 30, 2019 at last week's Agenda meeting.

Motion by: Mrs. Beveridge

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

**ACCEPTANCE OF INDEPENDENT AUDIT REPORT OF HOSAK, SPECHT, MUETZEL AND WOOD, LLP FOR FISCAL YEAR ENDED JUNE 30, 2019**

Mrs. Callahan stated she reviewed the Independent Audit Report which indicates that during their thorough annual review of District financial operations, they indicated that our financial data is reported properly, complies with all policies, procedures, and laws. The report also states there are no findings, no material weaknesses or significant deficiencies.

Motion by: Mr. Kaczor

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

**ACCEPT WITHDRAWAL OF BIDS FOR HIGH SCHOOL STADIUM TRACK AND FIELD RENOVATIONS PROJECT BY TPK INC. DUE TO ERROR**

Mrs. Callahan explained last week that a vendor made an error on their bid and is requesting to withdrawal their bid.

Motion by: Dr. Linderman

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

**AWARD BID AND APPROVAL OF CONTRACT FOR HIGH SCHOOL STADIUM TRACK AND FIELD RENOVATIONS PROJECT INCLUDING BASE BID C SYNTHETIC TURF SYSTEM BY SPRINTURF AND ALTERNATES 1, 3, 5, 6, 9, 10 AND 11 TO W.G. LAND COMPANY, LLC IN THE AMOUNT OF \$1,829,200 PENDING GOVERNMENTAL**

**AGENCY APPROVALS; AND APPROVAL OF USE OF CAPITAL PROJECT AND CAPITAL RESERVE FUNDS FOR COSTS**

Mrs. Callahan stated

Motion by: Mr. Deiseroth

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

**COMMUNICATIONS**

There were no items of Communication.

**REQUESTS FOR USE OF BUILDINGS (Attachment 3-15)**

Ms. Shank asked if Board members should approve Building Requests even though events may be cancelled due to COVID-19 and school closure.

Dr. Wagner replies yes and administration will continue to communicate with the groups. Groups have been informed of the possibility exists to cancel their building use as necessary.

Mr. Wojcik ask if the policy indicates that when school is closed that building use is cancelled.

Dr. Wagner stated that Mr. D'Angelo has communicated to all organizations within the window that events may be cancelled in the future.

Motion by: Mr. Kaczor

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

**PAYMENT OF BILLS (Attachment 3-16)**

Motion by: Mrs. Key

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

Mrs. Beverage asked about ...

**COMMENTS FROM THE PUBLIC**

Abby Kelley, 2800 Hastings Drive – Sophomore student at Burrell High School

- Involved in several activities including GirlGov

- Title 9 regarding no person shall be excluded from participation based on gender and gender equality in sports and other activities; believes teaching staff not familiar with Title 9
- “Get to Know your IX” promoting event to be held on Sunday, April 28, 2020 in Lawrenceville 3:00-5:00 PM regarding Title 9
- Requested Burrell send teachers to event

Ms. Shank responded that Abby can provide information to Dr. Egnor, District Title 9 coordinator, so he can post the information for Board and staff members to be aware of the program.

Ms. Shank thanked Abby for her participation.

### **ADJOURNMENT**

Mrs. Beveridge made a motion, seconded by Mrs. Key, that the Board adjourn the meeting at 8:04 PM.

Roll Call: All in Favor.

Motion carried.

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Jennifer S. Callahan  
Business Administrator/Board Secretary

JSC/lew