

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
FEBRUARY 11, 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 7:06 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, and Mrs. Jennifer S. Callahan, Business Administrator/Board Secretary.

EXECUTIVE SESSION

FEBRUARY 11, 2020 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL AGENDA

FEBRUARY 18, 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 February 18, 2020.

APPROVAL OF MINUTES

Agenda Meeting – January 14, 2020

Regular Meeting – January 21, 2020

TREASURER’S REPORT – JANUARY 2020

FOOD SERVICE FUND REPORT – JANUARY 2020

STUDENT ACTIVITY FUND REPORTS - JANUARY 2020

NURSE’S REPORT – JANUARY 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

PENN STATE NEW KENSINGTON DIGITAL INNOVATION LAB – INFORMATION

Dr. Kevin Snider, Penn State New Kensington (PSNK) Chancellor, presented information on Nextovation, the Digital Innovation Lab. He explained PSNK has teamed up with local industry, government, K-12 education and innovation leaders to give the region an advantage in preparing for and succeeding in an Industry 4.0 world. He stated that they looked at entrepreneurialism to drive community revitalization, created coworking space and entrepreneurial space, and that Westmoreland County assisted with obtaining space for The Corner, and now the Digital Innovation Lab located along the revitalized block in New Kensington. He stated the project developed into “Nextovation”.

Dr. Snider discussed grant funding, partnerships and programs to date. He discussed the potential building of a Digital Innovation Lab in New Kensington through funding obtained. He explained how the lab may be used by companies and local schools for students for workforce, revitalization, connecting students with companies, potential grant funding and to give students a competitive advantage in the digital age.

Dr. Snider reported that PSNK has partnered with 14 Alle-Kiski school districts, local and regional government, community involvement and businesses such as Siemens, Arconic, Kennametal and RTI. He stated the partners are focused on real change and regional revitalization in the new digital economy, referred to as Industry 4.0. He referenced community engagement projects in conjunction with High School students.

Ms. Shank asked if Penn State courses are constantly being updated to meet these needs.

Dr. Snider replied no. He stated that faculty prepares their own curriculum and they are not required to teach any certain curriculum.

Mr. Wojcik asked if Burrell students will have access to the Digital Innovation Lab and if it will replace NWCTC.

Dr. Snider replied that Burrell students will have access and it will not replace CTC, but rather augment their education. He stated he is having conversations with the CTC about it.

Board members thanked Dr. Snider.

APPROVAL OF REVISION TO POLICY 113.4 – CONFIDENTIALITY OF SPECIAL EDUCATION STUDENT INFORMATION

Dr. Wagner stated that revisions to Policy 113.4 were discussed at last month's agenda meeting.

APPROVAL OF REVISION TO POLICY 005 – ORGANIZATION

Dr. Wagner stated that revisions to Policy 005 were discussed at last month's agenda meeting.

PERMISSION FOR FRANCINE CORSI TO CHAPERONE ONE HIGH SCHOOL STUDENT ON OVERNIGHT TRIP: PMEA REGION CHORAL FESTIVAL, HERMITAGE, PA, FEBRUARY 26-28, 2020

Dr. Wagner stated that James Murphy was recognized last month for qualifying for the PMEA Regional Choral Festival.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH BURRELL EDUCATION ASSOCIATION REGARDING CREDIT RECOVERY PROGRAM 2020

Dr. Wagner summarized the MOA and the Credit Recovery Program. She stated it is the same as prior year and the District runs the online credit recovery program for seniors so that they can graduate as well as summer school program.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH BURRELL EDUCATION ASSOCIATION REGARDING DISTANCE LEARNING DEVELOPMENT AND IMPLEMENTATION 2020-2021

Dr. Wagner summarized the MOA and Distance Learning Development and Implementation. She stated it is the same as prior year and provides for development of new courses by our teachers and the method for teachers to be paid when teaching online courses. She indicated the District has offered distance learning courses since 2009.

DISTRICT COMPREHENSIVE PLAN – INFORMATION

Dr. Wagner stated she attended training for the new system opened by the state for the Comprehensive Plan. She reported the new due date is April 30, 2020. She stated she will share the full plan next month with Board members in the new state format to allow the 30-day public review and then Board approval in April to meet the deadline.

Ms. Shank asked if the work already done on the Comprehensive Plan fits into the new system.

Dr. Wagner stated that from what she learned today, some data will prepopulate, and some of the items will need manually entered. Dr. Wagner added that the Plan will be a 3-year plan as opposed to 6-year plan as required in the past.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR:

APPROVAL OF AGREEMENT WITH WESTMORELAND INTERMEDIATE UNIT FOR EACADEMY CONSORTIUM MEMBERSHIP SERVICES FOR PERIOD JULY 1, 2020 THROUGH JUNE 30, 2023

Dr. Egnor stated this agreement is with WIU so that Burrell is a member district in the eAcademy consortium. He reported changes from prior agreements include fee discounts possible depending on active memberships and auto renewal of the agreement after 2023 unless notified to terminate.

STUDENT ASSISTANCE PROGRAM – INFORMATION

Dr. Egnor explained the Student Assistance Program (SAP) and how it helps schools identify students who are experiencing behavioral and/or academic difficulties that are posing a barrier to their learning and their success in school. He provided information relating to SAP referrals to the SAP team and liaison through Westmoreland Casemanagement & Supports Inc. (WCSI). He also provided disaggregated data on SAP team referrals and WCSI liaison referrals.

Dr. Egnor stated that the current year, the District elected a shared WCSI liaison model at no cost to the District so we have focused on the SAP process. He reported highlights of work that the District does as an SAP team.

Ms. Shank stated that the report indicates the District was able to manage the referrals through the District SAP team.

Dr. Egnor responded that the SAP team was able to intervene rather than refer to the county liaison.

Mrs. Guido asked about comparison reports.

Dr. Egnor indicated that the prior year data is accessible in Board reports from the prior year.

PERSONNEL – MS. SHANK

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

Mr. Wojcik reported that there is a meeting next week.

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

Mrs. Beveridge stated that her work has been time consuming and has made it difficult to attend WIU meetings recently.

PSBA LIAISON – MRS. KEY

Mrs. Key stated the Board is being asked to consider a Resolution for Charter School Funding Reform.

BUSINESS – MRS. CALLAHAN:

APPROVAL OF BUDGETARY TRANSFERS

AWARD BIDS THROUGH WESTMORELAND INTERMEDIATE UNIT JOINT PURCHASING CONSORTIUM BOARD FOR GASOLINE FOR 2020-2021 SCHOOL YEAR

Mrs. Callahan reported the Board awarded the bid for Diesel Fuel last month and that the Gasoline bid was re-bid. The low and only bid was from Petroleum Traders at a rate of \$1.8545 per gallon. She stated the Board will be asked next week to award the Gasoline bid to Petroleum Traders.

APPROVAL OF CONTRACT WITH EPLUS TECHNOLOGY INC. FOR CISCO SWITCH MAINTENANCE FOR PERIOD JULY 1, 2020 THROUGH JUNE 30, 2021

Mrs. Callahan explained that the District receives Erate funding (through USAC Universal Services Admin Company) on eligible items at a rate of 50% of cost. She stated the maintenance of our cisco switches is an Erate eligible item and Erate has specific guidelines and timelines that must be met in order to receive those funds to offset the cost. She stated the Board will be asked next week to approve the contract.

ADOPTION OF RESOLUTION FOR CHARTER SCHOOL FUNDING REFORM

Mrs. Callahan stated that the District spends nearly half a million per year on cyber/charter schools as required by law. She reported that school districts have been calling for charter school funding reform because districts need relief from the unfair funding system. Mrs. Callahan stated that PSBA is asking districts to join the current campaign and adopt the 2020 Resolution for Charter School Funding Reform to submit to legislators and PSBA. Charter school reform is a policy matter being discussed with the 2020-2021 state budget. She stated the Board will be asked next week to adopt the Resolution for Charter School Funding Reform.

BUDGET 2020-2021 WORKSHOP MEETING – INFORMATION

Mrs. Callahan stated as in past years, the Board hold a public Board meeting devoted entirely to the budget. The Budget Workshop will be held on Tuesday, April 7, 2020 at 6:00 PM and is open to the public.

COMMUNICATIONS

There were no items of communication.

REQUESTS FOR USE OF BUILDINGS

Mr. D'Angelo indicated that are no requests for use of buildings at this time.

PAYMENT OF BILLS

COMMENTS FROM THE PUBLIC

Carrie Brothers, 157 Clinton Avenue

- Daughter George desires to hold a 12-hour Dance-A-Thon and pool party charity event to support cancer patients and research
- Mr. D'Angelo explained the rental fees and costs involved with using district facilities per Board policy
- Mr. D'Angelo also explained that dances are not permitted in the gym
- Asking Board to waive rental fees
- Asking Board for use of gym for the event

Ms. Shank asked if the event has to be 12 hours.

Mrs. Key asked about pool monitoring with the large number of students participating and activities in both places.

Carrie Brothers, 157 Clinton Avenue

- Indicated the Thon is typically 12 hours overnight because you have to fight through being tired
- Indicated the thought was to jump in pool after event and would make necessary arrangements
- Prepared with lifeguard volunteers

Mrs. Key asked about number of students and what students would participate.

Carrie Brothers, 157 Clinton Avenue

- Last year was monthly Burrell students, but some others as well
- Asking Board for consideration since it is a Burrell student asking to host a fundraiser for a good cause

Ms. Shank asked if Mr. D'Angelo provided a total cost.

Carrie Brothers, 157 Clinton Avenue

- She believes it is about \$1,700 and that she would provide insurance

Ms. Shank asked if it would be okay to get back to her in a few days.

Mrs. Guido asked if the Board has waived costs for other groups.

Dr. Wagner stated yes, only for Lower Burrell Lions Club talent show and it was not often.

Mrs. Guido asked if other non-profit groups have used facilities and requested waivers.

Dr. Wagner replied that a church recently asked and was denied.

Mrs. Beveridge asked if we waived fees for Mrs. Kobelenske's basketball fundraiser event.

Mrs. Callahan stated that Mrs. Kobelenske partnered with a booster group.

Dr. Wagner added that since boosters requested use of the building, this placed that event into a different category per Board policy.

Mrs. Beveridge asked if the student is in any student group that they can partner with.

Mrs. Guido stated that she would like to be able to do this, but would like to do it in a manner that is appropriate and avoids future issues with other groups.

Mrs. Guido asked if a partnership with a student/booster group results in waiver of all fees.

Mrs. Callahan explained when student group or booster group uses a building, the rental fee, event fee, and insurance requirements do not apply, but personnel costs for custodial time/overtime still apply.

Dr. Wagner added that there will still be no dancing permitted in gym.

Ms. Shank asked the event date.

Mrs. Brothers replied March 28, 2020, 10 am to 10 pm.

Mrs. Key suggested Mrs. Brothers contact Drama Boosters because they may be interested in partnering on the event.

ADJOURNMENT

Mrs. Beveridge made a motion, seconded by Mrs. Key, that the Board adjourn the meeting at 8:33 PM.

Roll Call: All in Favor

Motion carried.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew

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

CALL TO ORDER

The Burrell School District Board of Directors Meeting was held in the High School Board Room and was called to order at 7:37 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

FEBRUARY 11, 2020 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL AGENDA

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

Ms. Shank announced the Board’s Executive Sessions.

APPROVAL OF MINUTES

Agenda Meeting – January 14, 2020

Regular Meeting – January 21, 2020

TREASURER’S REPORT – JANUARY 2020 (Attachment 2-1)

FOOD SERVICE FUND REPORT – JANUARY 2020 (Attachment 2-2)

STUDENT ACTIVITY FUND REPORTS – JANUARY 2020 (Attachment 2-3)

NURSES’ REPORT – JANUARY 2020 (Attachment 2-4)

Motion by: Mr. Kaczor

Seconded by: Mr. Deiseroth

Roll Call: All in Favor

Motion carried.

COMMENTS FROM THE PUBLIC – AGENDA ONLY

There were no comments from the public.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES:

SUPERINTENDENT – DR. WAGNER:

STUDENT/STAFF RECOGNITION

Dr. Wagner recognized the following:

Kellie Williams-Slosky – Nominated to appear in *Top Educators of America 2019-2020* for contributions/impact on Middle School students

Girls Bowling Team – Finished 2nd in East Section; going to championships: Ashley Smith, Morgan Miller, Maddy McPeak, Jordan Cessna, Victoria Schueler, Lydia Flanagan

Bowling Singles Championships – Lydia Flanagan, Ashley Smith and Ryan Neville

Gymnastics Club – Placed 6th in WPIAL finals

Wrestling Team – AA WPIAL champions 14 consecutive years

Wrestling Individual AA WPIAL: Ian Oswalt 132, 1st; AJ Corrado 152, 1st; Mike Scherer 220, 2nd; Ricky Feroce 182, 3rd; Nick Salerno 120, 3rd; Nico Ferra 106, 4th; Shawn Szymanski 113, 6th; Noah Linderman 160, 7th; Logan Bechtold 138, 7th; Cole Clark 170, 7th

Seniors Heather Shultz and Dylan Eckman, NWCTC students – 1st place at District Level Team Fabrication; advancing to SkillsUSA State Championship

Item of Gratitude – Justin Miller, Physical Education teacher, expressed gratitude for Dave Ploskunak and maintenance department for fixing problem areas in elementary gymnasiums

PENN STATE NEW KENSINGTON DIGITAL INNOVATION LAB – INFORMATION

Dr. Wagner stated Dr. Snider, Penn State New Kensington (PSNK) Chancellor, presented Digital Innovation Lab information last week.

APPROVAL OF REVISION TO POLICY 113.4 – CONFIDENTIALITY OF SPECIAL EDUCATION STUDENT INFORMATION (Attachment 2-5)

Motion by: Mr. Wojcik

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

APPROVAL OF REVISION TO POLICY 005 – ORGANIZATION (Attachment 2-6)

Motion by: Mr. Wojcik

Seconded by: Mr. Deiseroth

Roll Call: All in Favor

Motion carried.

PERMISSION FOR FRANCINE CORSI TO CHAPERONE ONE HIGH SCHOOL STUDENT ON OVERNIGHT TRIP: PMEA REGION CHORAL FESTIVAL, HERMITAGE, PA, FEBRUARY 26-28, 2020

Motion by: Mrs. Key

Seconded by: Mrs. Beveridge

Roll Call: All in Favor

Motion carried.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH BURRELL EDUCATION ASSOCIATION REGARDING CREDIT RECOVERY PROGRAM 2020

Motion by: Mr. Kaczor

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

APPROVAL OF MEMORANDUM OF AGREEMENT WITH BURRELL EDUCATION ASSOCIATION REGARDING DISTANCE LEARNING DEVELOPMENT AND IMPLEMENTATION 2020-2021

Motion by: Mrs. Guido

Seconded by: Mr. Deiseroth

Roll Call: All in Favor

Motion carried.

DISTRICT COMPREHENSIVE PLAN – INFORMATION

Dr. Wagner stated she discussed the Comprehensive Plan at last week's agenda meeting and more information will follow in March.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR:

APPROVAL OF AGREEMENT WITH WESTMORELAND INTERMEDIATE UNIT FOR EACADEMY CONSORTIUM MEMBERSHIP SERVICES FOR PERIOD JULY 1, 2020 THROUGH JUNE 30, 2023 (Attachment 2-7)

Motion by: Dr. Linderman

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

STUDENT ASSISTANCE PROGRAM (SAP) – INFORMATION

Dr. Egnor stated that he presented SAP information at last week's meeting.

PERSONNEL – MS. SHANK (Attachment 2-8)

Motion by: Mr. Kaczor

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

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

Mr. Wojcik reported there us a meeting this Thursday.

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

Members received a summary of the January 28, 2020 meeting. Mrs. Beveridge also reported the following:

- Clairview enrollment
- eAcademy student enrollment
- WIU STEP-UP Westmoreland County event to be held
- Teacher in the Workplace – WIU awarded \$20,000 Teacher in Workplace Targeted Grant

LEGISLATIVE REPORT – MRS. KEY

Mrs. Key reported the following:

- Charter Reform Funding
- HB2261, SB1024
- Governor Wolf's budget proposal includes Charter Reform saving districts money

Mrs. Callahan stated the Charter School Funding Reform Resolution was discussed last week. She explained that PSBA is asking districts to join the current campaign and adopt the 2020 Resolution for Charter School Funding Reform to submit to legislators because districts have been calling for charter school funding reform to help get relief from the unfair funding system. She is recommending Board members approve the Resolution this evening.

Motion by: Mrs. Key

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

BUDGET 2020-2021 WORKSHOP MEETING – INFORMATION

Mrs. Callahan stated that a Public Board Meeting – Budget Workshop will be held on Tuesday, April 7, 2020 at 6:00 PM to review and discuss the upcoming 2020-2021 budget. She stated budget work will continue over the months until final adoption in June.

COMMUNICATIONS

There were no items of communication.

REQUESTS FOR USE OF BUILDINGS (Attachment 2-13)

Motion by: Mr. Wojcik

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

PAYMENT OF BILLS (Attachment 2-14)

Motion by: Mrs. Key

Seconded by: Mrs. Guido

Roll Call: All in Favor

Motion carried.

COMMENTS FROM THE PUBLIC

Kourtney Kobelenske, 442 Violet Drive

- Attended birthday party for Andy Gratzmiller
- Mrs. Hannah Cress, Special Education Teacher, High School Life Skills, was at the party
- Thanked Board for putting Special Ed room at High School and filling it with great people
- Daughter Emma is a Senior
- Swim students attending WPIAL swim meet

- Sent Swim Boosters letter to Mr. D'Angelo requesting \$270 to pay for student meals
- Believes Board guidelines indicate overnight/extended travel meals may be provided
- Requesting District to pay for student meals
- Asked if \$500 family donation be used for meals if needed

Ms. Shank asked if the swim meet is at Pitt, would the District pay for registration and transportation?

Mr. D'Angelo replied yes.

Kourtney Kobelenske, 442 Violet Drive

- Parents pay to attend the swim meets and funds go into General Fund
- Asked if those funds can be used for student meals

Ms. Shank asked if there are any funds remaining from the \$500 family donation and if so, would those funds be available for student meals.

Ms. Callahan replied all athletic entrance fees are budgeted in District revenue and basically offset the cost of officials and referees.

Mr. D'Angelo stated the funds were used to purchase swim real lane holder and holders for flippers.

Mr. D'Angelo stated the District has only paid for meals during overnight stays.

Mrs. Kobelenske read the Board policy aloud and questioned the wording.

Dr. Linderman indicated that extended travel would be an all-day event; for instance, wrestling team members have 6:00 AM – 10:00 PM day events. She indicated wrestling team members only get meal per diem for overnight post-season competitions.

Ms. Shank asked administration to check the donation for remaining funds.

ADJOURNMENT

Mrs. Beveridge made a motion, seconded by Mrs. Key, that the Board adjourn the meeting at 8:08 PM.

Roll Call: All in Favor

Motion carried.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew