

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
SEPTEMBER 11, 2018**

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 7:03 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. James D. Kunkle, Mrs. Gretchen V. Beveridge, Mr. Rick Kaczor, Mrs. Pam Key, Mrs. Genia Koziarski, 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

**SEPTEMBER 11, 2018 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL
AGENDA AND LITIGATION**

SEPTEMBER 18, 2018 – 7:00 PM – PERSONNEL AGENDA AND LITIGATION

Ms. Shank announced the Board's Executive Sessions.

The Board reviewed items scheduled for the regular meeting to be held on September 18, 2018.

COMMENTS FROM THE PUBLIC – AGENDA ONLY

There were no comments from the public.

REPORTS OF ADMINISTRATION AND STANDING COMMITTEES

SUPERINTENDENT – DR. WAGNER:

APPROVAL OF KENNYWOOD CONTRACT FOR SATURDAY, JUNE 1, 2019

**PERMISSION TO PLACE A READING SPECIALIST STUDENT TEACHER-
INTERNSHIP FROM WILKES UNIVERSITY IN BON AIR ELEMENTARY SCHOOL
AND STEWART ELEMENTARY SCHOOL FOR FALL SEMESTER 2018**

**PERMISSION TO PLACE AN ENGLISH STUDENT TEACHER-MENTORSHIP FROM
POINT PARK UNIVERSITY IN BURRELL HIGH SCHOOL AND HUSTON MIDDLE
SCHOOL FOR FALL SEMESTER 2018**

**APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH CATAPULT
LEARNING FOR NON-PUBLIC TITLE I SERVICES FOR 2018-2019 SCHOOL YEAR**

Dr. Wagner explained the requirement to provide services to non-public students with Title I Federal Program funds. She stated that AIU was used in the past because WIU does not offer these services. There are other available providers; however, Catapult is the most cost effective for local districts. Dr. Wagner also stated that Miss Lenart is the District's Title I Coordinator.

**APPROVAL OF MODIFICATION TO CROSSING GUARD AGREEMENT WITH
CITY OF LOWER BURRELL EFFECTIVE 2018-2019 SCHOOL YEAR**

Dr. Wagner explained that the Crossing Guard Agreement requires modifications to include additional posts added at the High School for the traffic pattern changes this school year.

Ms. Shank asked how the traffic pattern changes are working.

Dr. Wagner stated the changes are working very well.

Mr. Kaczor asked why the speed bump was removed.

Dr. Wagner stated that the speed bump interfered with the crosswalk and created a tripping hazard. She indicated that a speed bump can be considered in a different location.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR:

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

Dr. Egnor stated the facility is located in Leechburg and provides partial hospitalization services for students during the school year as needed.

**APPROVAL OF AGREEMENT WITH WESLEY FAMILY SERVICES FOR CHILD
ADOLESCENT PARTIAL HOSPITAL PROGRAM FOR 2018-2019 SCHOOL YEAR**

Dr. Egnor stated Wesley Family Services provides behavior intervention, mental health services and partial hospitalization services for students during the school year as needed.

Mrs. Kinter asked if these service providers are the only ones used for partial hospitalization.

Dr. Egnor stated these two providers are the primary programs our students are referred to.

Mrs. Key asked if other facilities are available to District students who might need different types of services.

Dr. Egnor and Dr. Wagner indicated that students can be placed elsewhere based on student needs. The student would be placed in the alternate facility and then an agreement is prepared afterwards.

PERSONNEL – MS. SHANK

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

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

PSBA LIAISON – MRS. KEY

BUSINESS – MRS. CALLAHAN:

PERMISSION TO PARTICIPATE IN WESTMORELAND INTERMEDIATE UNIT JOINT PURCHASING CONSORTIUM BIDS FOR PAPER AND DIESEL FUEL/GASOLINE FOR 2019-2020 SCHOOL YEAR, AUTHORIZATION FOR CONSORTIUM TO ACT AS DISTRICT'S AGENT DURING BID PROCESS, AND AUTHORIZATION FOR JENNIFER S. CALLAHAN, DISTRICT'S REPRESENTATIVE TO CONSORTIUM, TO ACT ON BEHALF OF DISTRICT

PERMISSION TO ADVERTISE JOINTLY AS A MEMBER OF THE WESTMORELAND INTERMEDIATE UNIT JOINT PURCHASING BOARD FOR THE PURCHASE OF THE FOLLOWING SUPPLIES FOR 2019-2020 SCHOOL YEAR: MULTI-PURPOSE PAPER AND UNLEADED GASOLINE/DIESEL FUEL

PERMISSION TO ADVERTISE FOR BIDS FOR JANITORIAL AND ATHLETIC SUPPLIES FOR 2019-2020 SCHOOL YEAR

APPROVAL OF SETTLEMENT OF REAL ESTATE PROPERTY TAX APPEAL FOR TAX PARCEL NO. 62-09-00-0-053

APPROVAL OF PSBA ELECTION VOTING FOR THE FOLLOWING CANDIDATES AS PSBA OFFICERS/TRUSTEES: PRESIDENT-ELECT: ERIC WOLFGANG; VICE PRESIDENT: ART LEVINOWITZ; PSBA INSURANCE TRUST TRUSTEES: WILLIAM S. LACOFF, RICHARD FRERICHS AND NATHAN G. MAINS

APPROVAL OF CAPITAL RESERVE FUND BUDGET 2018-2019 REVISION

Mrs. Callahan stated the Facilities Director and Superintendent make recommendations each year for capital projects needed. She indicated that funds are maintained in the Capital Reserve Fund to continue to maintain facilities. Mrs. Callahan stated that the 2018-2019 Capital Reserve Fund Budget was approved in June. She reported that two additional items have been added since June: Security portable radios and baseball field improvements. Mrs. Callahan indicated that this revision to the Capital Reserve Fund budget is being presented for Board consideration.

Dr. Wagner added that the District is having problems with the High School pool. It is the original pool and there are concerns if it will be available for the upcoming swim season. Dr. Wagner stated she is hoping pool repair options can be discussed in October.

COMMENTS FROM THE PUBLIC

Heather Thompson, 421 Chapeldale Drive

- Girls Varsity Soccer coach concerns
- Requested a meeting with coach and Athletic Director
- Questioned if coach is being paid by District
- After-school practice location

Mr. D'Angelo, Athletic Director, reported that the head coach has not been at practice recently but he has requested a meeting to address concerns.

Jeff Jackson, 421 Chapeldale Drive

- Girls Varsity Soccer concerns
- Concerns with adequate hydration at practices
- No responses received from head coach
- Appreciates Athletic Director's response to concerns

Ms. Shank questioned water being provided at practice and the practice field location.

Dr. Wagner stated the Athletic Director is dealing with the athletic personnel matter.

Mr. D'Angelo stated that he is not aware of no water at girls' soccer practice and will look into it.

Mrs. Beveridge asked how other sports handle water.

Mr. D'Angelo stated students fill up water at schools and take to practice. He added that he has helped the assistant coach fill water, so he's not sure what is happening.

Ms. Shank asked where the soccer teams practice.

Mr. D'Angelo stated the boys' varsity soccer team is shuttled to Kotecki Park after school, Middle School soccer practices at Bon Air after school, and the girls' varsity soccer coach has requested practice at Bon Air after the Middle School practice. Mr. D'Angelo added that the girls' soccer team has practiced at Kotecki Park in the past, but the coach requested practice be at Bon Air field.

Mrs. Koziarski stated that the City of Lower Burrell maintains Kotecki Park and asked if the City has been contacted regarding any field concerns.

Mr. D'Angelo stated the City was not contacted and that he believes that Kotecki field is adequate for practice.

Mr. Kaczor indicated that both teams can fit at Kotecki Park.

Dr. Linderman questioned if the coach changed the place and time of practice.

Mr. D'Angelo indicated yes.

Ms. Shank asked Mr. D'Angelo to schedule a meeting with girls' head coach to discuss practice and water availability and address concerns.

Mr. Kunkle asked if it is common practice for a coach to make the decision regarding time and place of practice.

Mr. D'Angelo indicated yes.

Ms. Shank asked Mr. D'Angelo to stay in touch with the parents and coach to continue to resolve girls' soccer concerns.

There were no other comments.

ADJOURNMENT

Mr. Kunkle made a motion, seconded by Mrs. Kinter, that the Board adjourn the meeting at 7:38 PM.

Roll Call: All in Favor.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew

**BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
SEPTEMBER 18, 2018**

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 7:44 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. James D. Kunkle, Mrs. Gretchen V. Beveridge, Mr. Rick Kaczor, Mrs. Pam Key, Mrs. Genia Koziarski, 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, and Mr. Lee Price, Solicitor.

**EXECUTIVE SESSION-
SEPTEMBER 11, 2018 – IMMEDIATELY FOLLOWING MEETING – PERSONNEL
AGENDA AND LITIGATION
SEPTEMBER 18, 2018 – 7:00 PM – PERSONNEL AGENDA**

Ms. Shank announced the Board’s Executive Sessions.

APPROVAL OF MINUTES

Agenda Meeting – August 14, 2018

Regular Meeting – August 21, 2018

TREASURER’S REPORT (Attachment 10-1)

FOOD SERVICE FUND REPORT (Attachment 10-2)

STUDENT ACTIVITY FUND REPORTS (Attachment 10-3)

NURSE’S REPORT - None

Motion by: Mrs. Koziarski

Seconded by: Mrs. Key

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

ADMINISTRATION – DR. WAGNER:

STUDENT/STAFF RECOGNITION

Dr. Wagner recognized the following:

Cathy Rudolph – Outstanding Educator Award, selected by University of Chicago

**APPROVAL OF KENNYWOOD CONTRACT FOR SATURDAY, JUNE 1, 2019
(Attachment 10-4)**

Motion by: Mrs. Key

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

**PERMISSION TO PLACE A READING SPECIALIST STUDENT TEACHER-
INTERNSHIP FROM WILKES UNIVERSITY IN BON AIR ELEMENTARY SCHOOL
AND STEWART ELEMENTARY SCHOOL FOR FALL SEMESTER 2018**

Motion by: Mrs. Key

Seconded by: Mrs. Kinter

Roll Call: All in Favor

Motion carried.

**PERMISSION TO PLACE AN ENGLISH STUDENT TEACHER-MENTORSHIP FROM
POINT PARK UNIVERSITY IN BURRELL HIGH SCHOOL AND HUSTON MIDDLE
SCHOOL FOR FALL SEMESTER 2018**

Motion by: Dr. Linderman

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

**APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH CATAPULT
LEARNING FOR NON-PUBLIC TITLE I SERVICES FOR 2018-2019 SCHOOL YEAR**

Motion by: Mrs. Koziarski

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

APPROVAL OF MODIFICATION TO CROSSING GUARD AGREEMENT WITH CITY OF LOWER BURRELL EFFECTIVE 2018-2019 SCHOOL YEAR

Motion by: Mr. Kaczor

Seconded by: Mrs. Kinter

Roll Call: All in Favor

Motion carried.

DIRECTOR OF STUDENT SERVICES – DR. EGNOR:

APPROVAL OF AGREEMENT WITH FAMILY COUNSELING CENTER OF ARMSTRONG COUNTY FOR STUDENT SERVICES (Attachment 10-5)

Motion by: Mrs. Key

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

APPROVAL OF AGREEMENT WITH WESLEY FAMILY SERVICES FOR CHILD ADOLESCENT PARTIAL HOSPITAL PROGRAM FOR 2018-2019 SCHOOL YEAR (Attachment 10-6)

Motion by: Mrs. Key

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

Ms. Shank asked if closing the Tarentum office affects the District.

Dr. Egnor stated it does not affect Burrell School District.

APPROVAL OF SETTLEMENT AGREEMENT AND RELEASE

Motion by: Mrs. Key

Seconded by: Mr. Wojcik

Roll Call: All in Favor

Motion carried.

PERSONNEL – MS. SHANK (Attachment 10-7)

Motion by: Mrs. Koziarski

Seconded by: Dr. Linderman

Roll Call: All in Favor, except Mrs. Key voted No.

Motion carried.

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

Members received a summary of the August 16, 2018 meeting. Dr. Linderman reported there is a meeting this week.

WESTMORELAND INTERMEDIATE UNIT REPORT – MRS. BEVERIDGE

Members received a summary of the August 28, 2018 meeting. Mrs. Beveridge also reported the following:

- Act 44 School Safety/Security – WIU applying for competitive grant
- Step Up Program: Students Therapists Educators Parents United in Prevention, for county-wide best practices for mental health and safety

LEGISLATIVE REPORT – MRS. KEY

No report given.

BUSINESS – MRS. CALLAHAN:

PERMISSION TO PARTICIPATE IN WESTMORELAND INTERMEDIATE UNIT JOINT PURCHASING CONSORTIUM BIDS FOR PAPER AND DIESEL FUEL/GASOLINE FOR 2019-2020 SCHOOL YEAR, AUTHORIZATION FOR CONSORTIUM TO ACT AS DISTRICT’S AGENT DURING BID PROCESS, AND AUTHORIZATION FOR JENNIFER S. CALLAHAN, DISTRICT’S REPRESENTATIVE TO CONSORTIUM, TO ACT ON BEHALF OF DISTRICT (Attachment 10-8)

Motion by: Dr. Linderman

Seconded by: Mrs. Kinter

Roll Call: All in Favor, except Mr. Kaczor abstained.

Motion carried.

PERMISSION TO ADVERTISE JOINTLY AS A MEMBER OF THE WESTMORELAND INTERMEDIATE UNIT JOINT PURCHASING BOARD FOR THE PURCHASE OF THE FOLLOWING SUPPLIES FOR 2019-2020 SCHOOL YEAR: MULTI-PURPOSE PAPER AND UNLEADED GASOLINE/DIESEL FUEL

Motion by: Mr. Wojcik

Seconded by: Dr. Linderman

Roll Call: All in Favor

Motion carried.

PERMISSION TO ADVERTISE FOR BIDS FOR JANITORIAL AND ATHLETIC SUPPLIES FOR 2019-2020 SCHOOL YEAR

Motion by: Dr. Linderman

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

APPROVAL OF SETTLEMENT OF REAL ESTATE PROPERTY TAX APPEAL FOR TAX PARCEL NO. 62-09-00-0-053

Motion by: Dr. Linderman

Seconded by: Mrs. Key

Roll Call: All in Favor

Motion carried.

APPROVAL OF PSBA ELECTION VOTING FOR THE FOLLOWING CANDIDATES AS PSBA OFFICERS/TRUSTEES: PRESIDENT-ELECT: ERIC WOLFGANG; VICE PRESIDENT: ART LEVINOWITZ; TREASURER: MIKE GOSSERT; PSBA INSURANCE TRUST TRUSTEES: WILLIAM S. LACOFF, RICHARD FRERICHS AND NATHAN G. MAINS

Motion by: Mrs. Key

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

APPROVAL OF CAPITAL RESERVE FUND BUDGET 2018-2019 REVISION

Motion by: Mr. Wojcik

Seconded by: Mrs. Koziarski

Roll Call: All in Favor

Motion carried.

COMMUNICATIONS

Members received an item of communications in their packets.

Dr. Wagner stated the communication is from High School Drama Club to take a student-funded trip in the spring. The trip will be presented with field trip requests next month.

Mrs. Koziarski added the trip is during spring break so students are not missing school.

REQUESTS FOR USE OF BUILDINGS (Attachment 10-9)

Motion by: Mrs. Koziarski

Seconded by: Mr. Kaczor

Roll Call: All in Favor

Motion carried.

PAYMENT OF BILLS (Attachment 10-10)

Motion by: Mrs. Key

Seconded by: Mrs. Kinter

Roll Call: All in Favor

Motion carried.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

Mr. Kunkle made a motion, seconded by Mrs. Kinter, that the meeting be adjourned at 8:00 PM.

Roll Call: All in Favor.

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/lew