

**BURRELL SCHOOL DISTRICT  
REORGANIZATION MEETING MINUTES  
December 7, 2021**

**Call to Order**

The Burrell School District Board of Directors Reorganization Meeting was held in-person in the High School Boardroom and virtually/streamed live on YouTube and was called to order at 7:01 PM by President Key.

**Pledge of Allegiance**

Mrs. Key asked all present to participate in the Pledge of Allegiance.

**Certificates of Election**

Mrs. Key stated we have received the Certificates of Election from Westmoreland County certifying the election of LeeAnn Guido, Rick Kaczor, Jean Schager, Timothy J. Vinkovich, and Nikki Watson as Board members.

**Oath of Office – Newly Elected Board Members**

District Justice Cheryl Peck Yakopec administered the Oath of Office to newly elected members:

LeeAnn Guido - Region II  
Rick Kaczor - At Large  
Jean Schager - At Large  
Timothy J. Vinkovich - At Large  
Nikki Watson - At Large

**Roll Call**

Board Members Present: Mrs. Gretchen V. Beveridge, Mr. Timothy J. Vinkovich, Ms. Tricia Shank, Mrs. Nikki Watson, Mrs. LeeAnn S. Guido, Mr. Rick Kaczor, Mr. Tom Deiseroth, Mrs. Jean Schager and Mrs. Pam Key

Board Members Absent: None

Others Present: 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

Student Representatives Present: Dylan Selinger

**Comments from the Public - Agenda Only: None**

### **Appointment of Temporary Chairman**

Mr. Kaczor nominated Mrs. Key for Temporary Chairman.

Mrs. Guido made a motion to declare nominations closed, seconded by Ms. Shank.

Roll Call: All in Favor          Motion carried

Appointment of Mrs. Pam Key as Temporary Chairman.

Roll Call: All in Favor          Motion carried

Mrs. Key took over as Temporary Chairman.

### **Election of President – One (1) Year Term of Office**

Mrs. Key, Temporary Chairman, called for nominations for President.

Ms. Shank nominated Mrs. Key for President.

Ms. Shank made a motion to declare nominations closed, seconded by Mr. Deiseroth.

Roll Call: All in Favor          Motion carried

Election of Mrs. Key as Board President for a one (1) year term of office.

Roll Call: All in Favor          Motion carried

### **Election of Vice President – One (1) Year Term of Office**

Ms. Shank nominated Mr. Kaczor for Vice President.

Mrs. Beveridge made a motion to declare nominations closed, seconded by Mr. Deiseroth.

Roll Call: All in Favor          Motion carried

Election of Mr. Kaczor as Vice President for a one (1) year term of office.

Roll Call: All in Favor          Motion carried

### **Approval of Resolution on Check Signatures**

Motion by: Ms. Shank          Seconded by: Mr. Deiseroth

Roll Call: All in Favor          Motion carried

**Appointment of PSBA Liaison - One (1) Year Appointment**

Ms. Shank made a motion to appoint Mr. Deiseroth as PSBA Liaison, seconded by Mrs. Beveridge.

Roll Call: All in Favor          Motion carried

**Appointment of Two (2) Members of Northern Westmoreland Career & Technology Center Joint Operating Committee - Three (3) Year Appointment**

Mrs. Beveridge made a motion to appoint Mr. Kaczor and Mr. Vinkovich as members to Northern Westmoreland Career & Technology Center (NWCTC) Joint Operating Committee (JOC), seconded by Mrs. Guido.

Roll Call: All in Favor          Motion carried

Mrs. Guido asked Dr. Wagner to summarize responsibilities.

Dr. Wagner explained that the NWCTC has 12 vocational-technical programs. The JOC is the Board of Directors that governs the school and they meet monthly to vote on items.

**Accept Resignation of Gretchen V. Beveridge from Westmoreland Intermediate Unit Board of Directors Effective November 19, 2021.**

Motion by: Mr. Deiseroth          Second by: Mrs. Guido

Roll Call: All in Favor          Motion carried

**Appointment of Westmoreland Intermediate Unit Board of Directors Representative to Serve Remainder of Unexpired Term Through June 30, 2022**

Ms. Shank made a motion to appoint Mrs. Watson as Westmoreland Intermediate Unit (WIU) representative for remainder of unexpired term, seconded by Mr. Kaczor.

Roll Call: All in Favor          Motion carried

**Appointment of Westmoreland Intermediate Unit Board of Directors Representative to Serve Three (3) Year Term Commencing July 1, 2022 Ending June 30, 2025**

Ms. Shank made a motion to appoint Mrs. Watson as Westmoreland Intermediate Unit (WIU) representative for three year term, seconded by Mr. Vinkovich.

Roll Call: All in Favor          Motion carried

**Appointment of Andrews and Price LLC as Solicitor**

Mr. Deiseroth made a motion to appoint Andrews & Price LLC as Solicitor for one year, seconded by Mr. Kaczor.

Roll Call: All in Favor, except Mrs. Watson voted No.                      Motion carried

**Set Time and Place of Monthly Meetings for 2022**

Agenda Meetings: Second Tuesday each month, 7:00 PM High School Board Room

Regular Meetings: Third Tuesday each month, 7:30 PM High School Board Room

Exceptions:

- July 2022 – Meetings cancelled
- December 2022 – Reorganization and Regular Meeting: Tuesday, December 6, 2022, 7:00 PM High School Board Room

Motion by: Mrs. Beveridge      Second by: Mr. Tom Deiseroth

Roll Call: All in Favor                      Motion carried

**Comments from the Public:** None

**Adjournment at 7:13 PM**

Motion by: Mr. Kaczor                      Seconded by: Mrs. Beveridge

Roll Call: All in Favor                      Motion Carried



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Jennifer S. Callahan  
Board Secretary

JSC/mls

**BURRELL SCHOOL DISTRICT  
MEETING MINUTES  
December 7, 2021**

**Call to Order**

The Burrell School District Board of Directors Agenda Meeting was held in-person in the High School Boardroom and virtually/streamed live on YouTube and was called to order at 7:13 PM by President Key.

**Pledge of Allegiance**

Mrs. Key asked all present to participate in the Pledge of Allegiance.

**Roll Call**

Board Members Present: Mrs. Gretchen V. Beveridge, Mr. Timothy J. Vinkovich, Ms. Tricia Shank, Mrs. Nikki Watson, Mrs. LeeAnn S. Guido, Mr. Rick Kaczor, Mr. Tom Deiseroth, Mrs. Jean Schager and Mrs. Pam Key

Board Members Absent: None

Others Present: 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

Student Representatives Present: Dylan Selinger

**Executive Sessions:** None

**Approval of Minutes:** Agenda Meeting - November 9, 2021; Regular Meeting - November 16, 2021

Motion by: Mrs. Beveridge      Seconded by: Mr. Deiseroth

Roll Call: All in Favor      Motion Carried

**Comments from the Public - Agenda Only**

Mrs. Key asked that any members of the public speaking on the Health and Safety Plan wait until that part of the agenda. She asked all members of public and Board to speak respectfully and stated that each speaker shall be limited to 2 minutes including Board members. Mrs. Key stated that the Board will only hear comments from people residing in the District. She asked all people to be respectful of those speaking regardless if they agree or disagree with them. She thanked the public for participating and maintain order so that all can be heard.

## **Reports of Administration and Standing Committees**

### **SUPERINTENDENT - DR. WAGNER**

#### **School Health and Safety Plan 2021-2022**

Dr. Wagner reported that last month she was asked to review how the District is handling quarantine. She reported on the current Health and Safety Plan regarding quarantine, exposure, close contact, etc. She reported data from September 1<sup>st</sup> through November 17<sup>th</sup> and reported there were 182 quarantined students who were considered close contacts and average days missed. There were 768 students that missed school for exhibiting symptoms with an average of 4 days missed. During the 2020-2021 school year there was a total of 82 cases and as of November 17<sup>th</sup> the District had 67 cases. Through December 6<sup>th</sup> the total number of cases was 115. Dr. Wagner reviewed recommended threshold for closing a school. She reviewed transmission rates and found that they are mostly due to close contact at home. The data appeared to show that less than 3% of students had transmission from close contact at school. Dr. Wagner reported that some districts have made changes regarding quarantining in order to keep healthy students in school. Dr. Wagner reminded Board members that the Pennsylvania Department of Education recommends following guidelines, but understands the difficulty students face with being quarantined and out of school. She stated that if the Board decides to make a change to the quarantine protocol, it requires a Board vote to adjust the Health and Safety Plan.

Ms. Shank asked what changes other districts are making and what results they are seeing in the data.

Dr. Wagner stated no results have been seen yet because the districts are just making the change. She suggested not quarantining healthy children when considered close contact and allowing them to continue to attend school as long as there are no symptoms present.

Mrs. Guido asked for clarification on the data if it shows 3% of students quarantine due to exposure at school. How many students contracted Covid? How many were quarantined?

Dr. Wagner replied there were 182 students quarantined.

Mr. Kaczor asked if roughly 5 students contracted Covid? He asked who decided that the 768 had to quarantine?

Dr. Wagner responded yes and that sometimes it is the nurse, sometimes the family, sometimes it is a doctor.

Mr. Vinkovich asked when kids quarantine do they have to get an excuse to come back?

Dr. Wagner responded that they must stay out for the quarantine period.

Ms. Shank asked if vaccinated students do not have to quarantine.

Dr. Wagner stated that they do not.

Mr. Kaczor asked who determines if a student needs to quarantine?

Dr. Wagner responded the school nurse.

Mrs. Key expressed concerns about her son being out of school for 8 weeks last year. He lost so much educationally and never had symptoms. Mrs. Key stated she has an issue with kids who are asymptomatic being held out of school and believes students who are asymptomatic should be allowed to be in school. She stated there is no enforcement in the community so it seems like it is not effective and it is affecting their education being out of school.

Ms. Shank agreed and sees it from the teacher perspective as well.

Mr. Kaczor added that last year was not as difficult for students because we had synchronous remote learning.

Mrs. Schager commented that her son had his mask on but had been quarantined and was home for 10 days and his grades suffered.

Mrs. Guido suggested the following motion:

**Reopen the Health and Safety Plan to adjust quarantine protocol**

Motion by: Mrs. Guido

Seconded by: Mr. Kaczor

Dr. Wagner suggested if they open the Health and Safety Plan, the Board should also consider case by case basis for health professionals to work with families regarding quarantine needed for people when residing in the same household. She also suggested that when the mask mandate is lifted and the District returns to mask optional, there is language that indicates that vaccinated students and staff must wear a mask for 14 days, so that needs addressed as well.

Mrs. Watson suggested any change to the plan be as simple and limited as possible. She suggested it should be similar to McGuffey School District. She believes the only responsibility of the school district is to work with the Department of Health to submit positive cases. All other decisions are at discretion of District, so they could be based on preference or health professional or Department of Health recommendation. Therefore, it should be limited.

Dr. Wagner stated that her recommendation to consider still quarantining people within a household that has a positive case is because data shows that same household shows the most transmission.

Dr. Wagner suggested the Health and Safety Plan item #4 be changed to reflect that students and staff who are considered close contact at school do not need to quarantine unless showing symptoms.

Mrs. Watson stated that currently when a student tests positive, the parent calls the school and the teacher indicates other students in contact so that the school can notify those families to quarantine the students and keep them out of school. She suggested that the change in policy should be that when a student tests positive, the parents notify the school and the school notifies families and the parents keep students home if they start to show symptoms in the next 10 days.

General discussion ensued about notifying all close contacts or all students in a specific class and/or school.

Dr. Wagner stated the District has to report the number of close contacts to the Department of Health anyway so we have that information available. Dr. Wagner stated lunchtime is a typical close contact time because masks are off, as well as in certain classrooms with less space. She added that when masks are optional, close contact is considered 6 feet so there would be more close contact numbers.

General discussion regarding the number of close contacts per average case ranges from 0-9 people each incident.

Mrs. Watson read information from McGuffey School District's Health and Safety Plan. She suggested less is more and to keep it minimal.

Dr. Wagner explained that our Health and Safety Plan has additional information included in an effort to educate people and believes that information was needed.

Mr. Lee Price, Solicitor stated that the wording of the proposed change eliminates quarantining for healthy children and leaves it to parents to tell the school if their child is symptomatic.

Several Board members disagreed with removing language regarding contacting health care provider.

Mrs. Guido suggested to change what needs changed and not spend time working on the wording of the entire plan now.

Dr. Wagner suggested changing Health and Safety Plan paragraph #4 to the following:

Students and staff identified as a close contact will be so notified. Close contacts must monitor symptoms and stay home if symptoms arise. Contact health care provider for care as needed.

Dr. Wagner also suggested consider changing Letter F regarding parents using Skyward screen tool.

Mrs. Guido stated she thinks parents know what we expect to keep student at home regardless of completing symptom checker, so it may be a waste of time. She supports eliminating symptom checker.

General discussion ensued regarding use of symptom checker and students being sick and school attendance policy and the symptom groups 1 and 2.

Mrs. Watson reiterated that she believes that the Health and Safety Plan does not need to include "contact health care provider for care as needed".

Mr. Lee Price, Solicitor explained how to proceed within the meeting and that Mrs. Watson can make a motion to amend the motion if she wants.

Mrs. Guido clarified the intent of the motion she made.



Mr. Lee Price stated that the current motion on the table is as follows:

**Amend section 3e of Health and Safety Plan by eliminating paragraph 4 and replacing with: Students and staff identified as a close contact will be so notified. Close contacts must monitor for symptoms and stay home if symptoms arise. Contact health care provider for care as needed. Amend section 3f by eliminating the first paragraph in its entirety.**

Motion by: Mrs. Guido

Seconded by: Mr. Deiseroth

Mrs. Watson stated the following amendment to the pending motion:

**Amend pending motion by removing "Contact healthcare provider for care as needed".**

Motion by: Mrs. Watson

Seconded by: Ms. Shank

Mrs. Beveridge asked Mr. Price, Solicitor, if the District is liable if they eliminate that line or if it is kept in?

Mr. Lee Price, Solicitor responded that he does not believe it makes a difference either way.

Dr. Wagner stated it is a way of educating parents.

Roll Call: Mrs. Watson and Ms. Shank voted Yes, all others voted No.

MOTION FAILED.

### **COMMENTS FROM THE PUBLIC**

*Craig Canfield, Prospect Circle*

- *Supports unwinding Health and Safety Plan to have minimal compliance*
- *Suggested simplicity because Board response seems disproportionate to the threat*
- *Thankful that Board is moving in this direction but frustrated that it took this long*

*Jenna Golem, Donnell Road*

- *Welcomed new Board members*
- *Proposed revising Health and Safety Plan to align with some other local districts and discontinue the quarantine of healthy children who are thought to be close contacts of positive cases*
- *Expressed concern for children losing essential in-person instruction due to our policy of quarantining close contacts who remain asymptomatic*
- *Requests data be collected ongoing*

**Amend section 3e of Health and Safety Plan by eliminating paragraph 4 and replacing with: Students and staff identified as a close contact will be so notified. Close contacts must monitor for symptoms and stay home if symptoms arise. Contact health care provider for care as needed. Amend section 3f by eliminating the first paragraph in its entirety.**

Motion by: Mrs. Guido

Seconded by: Mr. Deiseroth

Roll Call: All in Favor

Motion carried

Dr. Wagner stated that she will notify families after the meeting ends tonight.

## **DIRECTOR OF STUDENT SERVICES - DR. EGNOR**

**Personnel:** None

### **Northern Westmoreland Career & Technology Center Report - Mr. Kaczor /Mr. Vinkovich**

Mr. Kaczor reported:

- Meeting is this Thursday and includes dinner and meeting

Mrs. Callahan stated she will notify NWCTC Board Secretary of new JOC representative.

### **Westmoreland Intermediate Unit Report – Mrs. Watson**

Mrs. Beverage reported:

- WIU curriculum services created website with information
- WIU will work with families

### **PSBA Liaison Report – Mr. Deiseroth**

Mr. Deiseroth reported:

- Bill introduced to fully fund IDEA; currently funding at 15%

## **BUSINESS - MRS. CALLAHAN**

**Communications:** None

### **Requests for Use of Buildings (Attachment 12-1)**

Motion by: Mr. Deiseroth                      Seconded by: Mr. Kaczor

Roll Call: All in Favor                      Motion Carried

### **Payment of Bills (Attachment 12-2)**

Motion by: Mrs. Guido                      Seconded by: Mr. Kaczor

Roll Call: All in Favor                      Motion Carried

### **Comments from the Public**

Jenna Golem, Donnell Road

- *Questioned when change to Health and Safety Plan becomes effective*
- *Requested information about threat on social media*

Dr. Wagner stated change is effective immediately. She responded that the police are investigating social media threat and at this point there is no credibility.

Mrs. Guido suggested that school safety needs discussed and reviewed due to recent events. She believes that a better effort should be made to educate and reassure our parents of procedures.

Mr. Kaczor stated that Mrs. Roland had mentioned that we are #1 in the county and #9 in the state and #71 nationally on Niche.com ranking for safety.

Dr. Wagner stated she is reviewing this information and will report details in January.

Mrs. Guido stated it is important for parents to hear about because tensions are high and people are fearful so reassurance like this is important. Experience is that school safety and decrease in violent events is lower in this District.

Dr. Wagner stated it is part of moving from just dealing with what we have into reporting the good things.

Mrs. Key mentioned that she believes it is due to our staff identifying students at risk and important to see what is going on.

Mrs. Watson believes that ending the quarantine/contact tracing will help. She commented on the Health and Safety Plan name. She stated "safety" to one parent is very different than "safety" to other parents. She indicated that we are now moving away from what we have gone through and what the state has forced us to go through and can show the community, students and parents that we are moving forward. She stated it is about moving forward because "this" is causing the division and it may be suppressing the emotions therefore it is important to let parents know what it means.

General discussion ensued regarding what is needed to be discussed, reviewed, and communicated.

*Missy McGarvey, Prospect Circle*

- *Questioned school position regarding current alleged shooter threat on Facebook and text*

Dr. Wagner stated police are currently investigating and that she will report information.

*Craig Canfield, Prospect Circle*

- *Questioned if absence is excused if kids kept home from school tomorrow due to threat*

Dr. Wagner stated yes, but added that the Lower Burrell Police Department does an amazing job for the District. They are investigating it, so we will trust their judgement and communicate with families regarding school.

*Craig Canfield, Prospect Circle*

- *Recommend that we record and archive board meetings since it is being streamed*
- *Vaccine clinics – Mrs. White sent info about the Pfizer vaccine and UPMC info was passed along*
- *Expressed opinion that providing info about vaccine clinics is wrong and is promoting*
- *Believes District should be aware of information and fact sheets going out as misleading; court order, etc.*

Dr. Wagner stated questions should be directed toward UPMC. District does not promote vaccine clinic.

General discussion regarding recording and saving meetings. Suggested discussion in January.

*Jenna Golem, Donnell Road*

- *Supports recording and archiving meetings for transparency*

Mrs. Watson expressed support for Mr. Canfield regarding vaccine clinics and concerns with the data sheet that was distributed. She also expressed belief that the District should know exactly what is going on if the vaccine clinic is on school grounds.

General discussion regarding nurse response regarding clinics.

*Craig Canfield, Prospect Circle*

- *Questioned liability regarding vaccine clinics*

Mr. Lee Price, Solicitor stated that as long as the District makes it clear that it is not a District function, there is no issue. He suggested that we make sure school nurse and physician are not providing info.

*Jenna Golem, Donnell Road*

- *Asked for name of School Physician and affiliation*

Dr. Egnor responded that the school physician is Dr. Shergill with UPMC.

Mrs. Key added that Dr. Fisher is the athletic physician and Dr. Shergill is the physician for physicals and medical.

### **Adjournment at 8:39 PM**

Motion by: Mrs. Guido      Seconded by: Mr. Kaczor

Roll Call: All in Favor      Motion Carried



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Jennifer S. Callahan  
Board Secretary

JSC/mls