

**BURRELL SCHOOL DISTRICT  
BOARD MEETING MINUTES  
May 10, 2022**

**Call to Order**

The Burrell School District Board of Directors Board Meeting was held in the High School Board Room and was called to order at 7:04 PM by President Pam 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

Quorum present

Others Present: Dr. Shannon L. Wagner, Superintendent, Dr. Gregory Egnor, Director of Student Services, Mrs. Jennifer S. Callahan, Business Administrator/Board Secretary and Solicitor Tony Giglio

Student Representatives Present: None

**Executive Sessions**

May 10, 2022 - Immediately following meeting - Personnel Agenda

May 17, 2022 - 7:00 PM - Personnel Agenda

Mrs. Key announced the Board's Executive Sessions.

**Approval of Minutes**

Agenda Meeting – April 12, 2022; Regular Meeting - April 19, 2022; Budget Workshop Meeting - April 26, 2022

**Approval of Financial Reports**

Monthly Financial Reports:

- a. Treasurer's Report
- b. General Fund Report
- c. Capital Reports
- d. Food Service Reports
- e. Student Activity Reports

**Comments from Public - Agenda Items Only**

None

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

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

#### **Student/Staff Recognition and Reports**

Dr. Wagner has asked students to attend to be recognized next week.

#### **Parents as Allies Information**

Dr. Wagner asked Dr. Turk to speak regarding Parents as Allies.

Dr. Turk explained the Parents as Allies program is through the parent organization Kidsburg. She explained that the Community Coffee talks discussions will flow into the work that Parents as Allies will be doing. The discussions will be focused on finding out about family-school experience and engagement.

Dr. Turk summarized some of the activities done during the Community Coffee talk sessions.

Dr. Turk explained that the next step is for the Parents as Allies group to look at the information that came out of the Coffee talks.

Dr. Turk explained that Parents of Allies had two meetings; one with a group of parents and one with teachers. The goal is to build relationships with families and to continue with this through the next year.

Dr. Wagner added that they will be having conversations with the senior class on Friday to get their perspectives.

Ms. Shank asked about potentially going back to putting out a printed mailed version of information.

Dr. Turk responded that the newsletter idea came up several times and people stated they are tired of receiving so many of the digital communications.

#### **Enhanced Core Reading Instruction (ECRI) Information**

Dr. Wagner asked Dr. Turk to share the ECRI information with the Board.

Dr. Turk explained that ECRI is linked to a study. The District has participated in studies in the past with various groups. She explained it is an overlay to work with current reading series but it can work with other ones as well and it is research based. She stated the makers of DIBELS were involved with ECRI.

Dr. Wager explained the study is funded by the US Department of Education. They will train our staff to use the materials for the study. It aligns with LETRS training that we are going to be engaging in and it provides additional support that will be ongoing.

Mr. Kaczor asked who is doing the study.

Dr. Turk responded it is the RAND Corporation in collaboration with Boston University and University of Oregon.

Mr. Kaczor asked what is the purpose of the study and what data will be collected.

Dr. Turk responded they will collect student data but will assign a number to protect the student identity.

Dr. Turk stated WIU will also be working with the District on this.

Mrs. Key asked if this is a one-time study or will it be for a while over time.

Dr. Turk responded it will be 2 years starting with the 1<sup>st</sup> grade class. It is a K-2 program so could expand if we find it successful.

Mrs. Watson asked is there a fee with the study.

Dr. Turk responded that there is no fee and they provide materials and professional development.

Mrs. Watson asked what is the benefit to them.

Dr. Turk responded to be able to see effectiveness of ECRI on our students.

Dr. Turk stated ECRI is over 10 years old. She stated the previous study looked at effectiveness and this study looks at effectiveness within a MTSS.

Mrs. Guido asked if they will randomize eligible schools and control group.

Dr. Turk stated we are selected as a treatment group so we do get the resources and professional development.

Dr. Wagner explained why this will be valuable to our staff and students.

Ms. Shank asked if there are any school districts with results.

Dr. Turk responded yes, Butler and State College school district.

Mrs. Beverage stated it would be interesting to see a study from pre-pandemic and after.

Mrs. Guido asked if this will replace some of the other testing like DIBELS and would the first grade teachers have additional testing.

Dr. Turk reviewed the current tests used in Bon Air and stated that first grade will essentially have more tests. The reading team will consider this as well.

Mrs. Watson asked about passive parental consent.

Dr. Turk responded that for passive parental consent the parent will have to check and sign off if they do not want to participate.

Mrs. Watson asked about them coming into the school and how often will they be coming into the school.

Dr. Turk responded that it will be four times over the course of the year.

Mrs. Watson asked about the student records data they collect.

Dr. Turk reported that the information they collect will be student level data and when used for the study they remove all identifiable information.

Mrs. Watson asked who is it funded by.

Dr. Turk responded that it is funded by the US Department of Education Institute of Education Sciences; conducted by RAND Corporation partnered with Boston University and University of Oregon and PaTTAN (Pennsylvania Training and Technical Assistance Network).



Mrs. Watson asked about the specific people that will be coming into the schools.

Dr. Turk referenced that information is in the documentation provided.

### **Approval of Arts Education Collaborative Essential Learning Proposal**

Dr. Wagner explained that this proposal is a part of our professional development for fall. They will provide 4 days of professional learning for Art, Music, Physical Education and Home Economics.

Dr. Turk summarized that the departments will be working on this to help with curriculum to be focused on non-negotiables and the PLC process. We will partner with content specialists to work with our team.

Mrs. Beveridge stated that it is awesome that they are coming back and will revisit what they started.

Dr. Wagner stated that this is part of the Comprehensive Plan which includes intensive curriculum writing so it is also part of the professional development plan.

Ms. Shank stated she would like to see what a usable curriculum will look like and she is hopeful that it will work.

Dr. Turk stated she can bring some of the templates that have been started.

Mrs. Key asked Dr. Turk to explain non-negotiables.

Dr. Turk responded that these are the core content learning skills that are most important for a child to learn in a course. She stated that it is important to do everything to ensure learning of those things and that it is in line with competency based grading.

Mrs. Watson asked what Arts Education Collaborative did for the District in the past.

Dr. Turk responded they assisted with writing Art curriculum and Health and Physical Education and worked with Makerspace and Technical Education classes on creativity and innovation.

Dr. Turk stated that they are going to be working with the PSNK Digital Foundry and ABC Create to incorporate coding and design curriculum across the program.

Mrs. Watson asked if the 16 teachers want to do this.

Dr. Turk responded that the teachers have stated they have a need for assistance from content area specialists and working with them is helpful.

Mrs. Beveridge stated that the other thing that came out of the previous work with Arts Education was cross curriculum teaching.

Ms. Guido stated this is great and we often focus on the core subject areas but then the specialists have to make it fit. She loves that professional development is specific to the specialist world.

Dr. Turk stated that all teachers will have professional development next year.

Mrs. Watson asked what does that mean.

Dr. Turk responded that all staff will get to experience some professional development and embed the things learned into their curriculum. She explained that consultants from various organizations will be assisting.

Mrs. Watson commented that it seems to be inconsistent bringing in all these different consultants with different opinions and directions.

Dr. Turk explained that the content area specialists are needed but they are coming in to support our way within our framework and we have been clear about that.

Mrs. Watson stated if the teachers want it then it is positive and they have to give their consent then it seems ok.

Dr. Turk stated that we have found that this is what is needed. She stated that writing curriculum is not something that teachers want to do but it is necessary so we are providing the support to help strengthen instruction.

Mrs. Watson asked about the framework and about Habits of Mind. She stated that Mrs. Kauffman's gifted students did it and asked how much of it is used.

Dr. Turk responded that our staff was trained with Habits of Mind in 2000-2001 then again in the mid 2000's then around 2016 with another round of professional learning through our PLC process.

Dr. Turk explained that the Habits of Mind teaches critical thinking skills and metacognition.

Dr. Wagner provided an example of the 7<sup>th</sup> grade team that has been working with students on managing impulsivity.

Mrs. Watson referenced Allison Zmuda and her work on personalized learning. She stated she agrees with a lot of what is said, but believes it includes a lot of buzz words. She questioned how practical it really is for teachers and when put into practice who is it really benefiting.

Dr. Turk explained that it goes back to teacher efficacy and school culture. She stated many of our teachers are doing it, but it needs reflected in our curriculum.

Mrs. Watson stated she loves the idea of personalizing but it is different for everybody. She asked does each teacher have the fortitude to be able to provide that relationship to each student. She suggested that it may not be for everyone. She also asked how can you expect a teacher to do that for multiple students at one time.

Mrs. Watson stated that she is apprehensive when she sees diversity, equity and inclusion in the information because that likely is not the main point of the proposal.

### **Approval of Affiliation Agreement with Slippery Rock University of Pennsylvania for Student Teaching**

Dr. Wagner stated that this is one of multiple agreements with universities to send us student teachers. It is an excellent program because our teachers learn when working with the student teachers.

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

#### **Permission to conduct Title I Summer Reading Program July 2022**

Dr. Egnor stated this program has been taking place at Bon Air for about 10 years to keep kids fresh with what was learned during the prior school year.



### **Permission to conduct Summer School program at Stewart Elementary July 2022**

Dr. Egnor stated this is the 2<sup>nd</sup> year of the program and it is a way to provide some extra tutoring and learning to sharpen skills for the following year.

Mrs. Schager asked if this program is for all grades.

Dr. Egnor responded it is for grades K-5.

Mrs. Guido asked how many students participated last year.

Dr. Wagner responded there were 20-30 students. She explained this is part of ESSER funding and would like to develop an after-school program with bussing as well.

Dr. Egnor stated they are not all day but it does help to get some educational work.

### **Approval of Memorandum of Agreement with ARIN Intermediate Unit for School Psychologist Services for 2022-2023 school year**

Dr. Egnor stated that current contract for school psychologist is with ARIN because WIU does not have one. We have used ARIN for 6 years now with the same consistent psychologist so we annually review and renew.

### **Appointment of Kultar Shergill, MD as school physician for 2022-2023 school year**

Dr. Egnor stated he provided information about the services and the costs for the school physicians and dentists. They are the same professionals as the prior year.

### **Appointment of Matthew Fisher, MD as school athletic physician for 2022-2023 school year**

### **Appointment of Michael A. Chapman, DDS as school dentist for 2022-2023 school year**

### **Adoption of Westmoreland Intermediate Unit's Policies, Procedures and Use of Funds**

Dr. Egnor stated this is directly related to how the IDEA funds come into the District. The policies and procedures need to be in place since they funnel the money from the government to us.

### **PERSONNEL: Approval of Personnel Log**

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

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

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

### **BUSINESS - MRS. CALLAHAN**

#### **Approval of budgetary transfers**

Mrs. Callahan stated she will have a few next week.

### **Appointment of Treasurer for a one-year term beginning July 1, 2022**

Mrs. Callahan stated a Treasurer will need to be appointed and the current Treasurer is Mrs. Guido.

## **Approval of Resolution on check signatures**

Mrs. Callahan explained that the Resolution is to permit electronic signatures of officers.

## **Approval of Depositories**

Mrs. Callahan stated that she provided the list of banks and investment trusts that the District uses and explained that we follow all legal requirements regarding investing district funds which include considering safety, liquidity, and yield. Most funds are within trusts PLGIT and PSDLAF and money market accounts.

## **Technology Department Overview Information - Ms. Speer**

Mrs. Callahan asked Kellie Speer, Technology Director and Kevin Pasko, Network Administrator to present information regarding the Technology Department. They presented the following summary information: staff, programs, operations, equipment and administrative duties.

Ms. Speer indicated that they manage the following equipment: over 1,800 chromebooks along with 600+ computers, 400+ ipads, 130 promethean boards, 160 projectors, 6 servers, 6 POS computers, over 100 printers and copiers and the wireless access network and system including 203 wireless access points.

Mrs. Guido asked if the chromebooks have a 4 year life.

Mr. Pasko replied that most manufacturers are going to 6 years.

Ms. Speer explained that we know that what we are buying will cycle in about 5 years.

Mrs. Callahan added that because there are only three of them in the Technology Department, they can only handle so much each summer and during the school year. Therefore, they try to rotate the implementation during the summer months.

Mr. Kaczor asked if the servers are 5 years old as well.

General discussion regarding servers and life of servers used in the District.

Ms. Speer summarized the funding available for technology – ECF funds and ERate.

Ms. Speer explained that a main focus right now is Cyber Security. She and Kevin Pasko attended multiple trainings and have learned that there have been a lot of attacks on K-12. The presenters have been from some of the major agencies—FBI, CISA, Homeland Security, and the State Police. It has been very beneficial and a little scary.

Ms. Speer referenced the recommended cyber assessment and stated that it needs done. Although we have great protection in place through Cisco, we still need to have the valuation completed to see what areas need improvement.

General discussion regarding the Insurance company role in a cyber attack and the requirements and annual renewal question details.

Mrs. Callahan explained that Gallagher is our broker and they help us get best pricing across all carriers.

Mrs. Guido questioned the implementation of multifactor authentication.

Ms. Speer stated that all adult devices will have multifactor authentication by July.



Mrs. Watson asked what did the organization say about from an educational perspective—how concerned are they with ransomware.

Ms. Speer explained that they encrypt your network and want you to pay to release the data. She stated that they advised not to pay the money, but to involve the cyber insurance carrier immediately. Another concern is that they may release your information on the dark web. She added that although we are using a web filter and have great security on our network and sites, it is important to have a plan in place for an attack.

Mrs. Callahan added that as we started to work on this, the potential impacted areas seemed to expand because it is not only the computer network, but also things like HVAC system, security camera, etc. We believe we need a specialist to come in to help us find any deficiencies.

Mrs. Watson stated that it seems to be creating fear around this and she questions if it is being perpetuated by the insurance companies. She asked what the plan looks like.

Ms. Speer explained that if we found our network was compromised, we would immediately shut down the network, contact insurance company, and CISA. She added that she does not feel this is just being done to create fear. They showed the maps of where the targets have been.

Mr. Pasko talked about the social engineering and how attackers use our own names to gain access through spoof emails or phone calls asking for passwords, etc. They can see us on the website and use that. He stated that if anyone sees any suspicious email, they should report using the fish button created. He explained that we have started testing employees on this in order to educate them.

Mr. Pasko also explained that some software and/or servers become out of date and need updated to better prevent threats.

Mrs. Callahan stated that she added \$60,000 to the budget to upgrade the network server using fund balance money.

General discussion about the timing of replacing servers and having multiple servers.

Lastly, Ms. Speer explained the website and that the current vendor was purchased by new company, Finalsite, so she is in the process of transferring site and it will have a new design.

Mr. Kaczor stated that there is no syncing of the school calendar.

Ms. Speer responded that she will research.

Mrs. Callahan stated that we appreciate the jobs that the Technology Department does. Their jobs have grown so much in the past few years because of the amount of equipment and the type of education. They have done a great job managing it. Also, having the instructional technology coach has been helpful for the teachers.

Mr. Kaczor asked if all technology purchases go out to bid.

Mrs. Callahan responded that we typically use state contract since it was already bid. It is cheaper and more efficient.



## **Approval of Service Contract with Digital Forensic Solutions for Vulnerability Assessment**

Mrs. Callahan mentioned that cyber threats have been increasing and in order to protect the District, we are recommending having a formal vulnerability assessment performed to uncover any potential weaknesses and recommend what we can do to improve.

Mrs. Callahan explained that it is important to balance security with allowing access for students and staff to do the work they need. The vendor being recommended has impressive qualifications and has done similar work for Derry and Hempfield School Districts. She added that she provided the owners' credentials.

We are recommending the evaluation of all our systems district wide choosing the full option.

General discussion regarding the timing of the assessment in relation to the server upgrade.

Mrs. Callahan stated that \$20,000 has been added to the budget using fund balance to cover this service and some upgrades as needed.

## **Approval of Northern Westmoreland Career & Technology Center 2022-23 General Operating Budget**

Mrs. Callahan explained that the total NWCTC budget is \$4,097,269 and includes an increase of \$139,857 or 3.53%. The NWCTC receives contributions from member districts based on formula relating to average daily membership (ADM) of students from the prior year. The total member contribution needed is \$3,108,035. Burrell's share is \$672,916 which is a decrease of \$23,334 based on the decrease in percent share of students from 23.1349% to 21.405%. We have approximately 91 students attending which is consistent with other years.

## **Authorization of execution of an operation contract in amount of \$672,916 with Northern Westmoreland Career & Technology Center for 2022-2023 school year and approval of Resolution authorizing payments for District share of operating expenses**

Mrs. Callahan explained that this is the formal agreement that we will pay the contribution amount to NWCTC for 2022-2023.

## **Approval of Resolution Transferring Designated Fund Balance**

Mrs. Callahan stated the Board has set aside funds as allowed through designated committed funds. Currently the District committed fund balance is \$1,085,000. Mrs. Callahan stated she is recommending removing \$255,000 from PSERS commitment leaving a total of \$830,000 committed.

## **Adopt Proposed Final General Fund Budget 2022-2023**

Mrs. Callahan presented the proposed final general fund budget as follows:

- Total revenue and use of fund balance \$34,452,214 and total expenditures \$34,685,629 leaving a deficit of \$-233,415. Includes tax increase of 3.5 mills and use of fund balance \$1,223,000 for Technology, Capital Reserve Fund Transfer, Budgetary Reserve, and Tax Appeal Refund owed
- Changes since draft budget reviewed
- Substantial decrease in property tax \$ 615,000 due to commercial property tax appeals
- Increase in Homestead/Farmstead amounts compared to last year
- Reviewed Basic Education and Special Education subsidy amounts budgeted and comparisons with prior years
- Fund Balance – estimated ending after using fund balance \$2,349,508 which is 6.8% of expenditures, but deficit reduces balance further
- Reviewed other historical data

General Board discussion regarding tax increase, deficit, and typical variance each year.

Ms. Watson asked for an explanation on the Homestead/Farmstead exemption.

Mrs. Guido stated if you apply and qualify, you can get a discount if the state has funds available based on the tax payer relief act—funded through the casinos.

Mrs. Callahan indicated that the amount has not really changed since its inception, but this year there is an increase. When the increase in that exemption is factored into the tax increase, it reduces the overall additional amount homeowners will be paying with a tax increase implemented.

Mrs. Callahan explained the PDE document which is the state format of the District budget.

Further discussion ensued about continuing with 3.5 mill tax increase and/or reducing the tax increase and the impact of that when the budget is at a deficit.

## **Communications**

### **Requests for Use of Buildings**

### **Payment of Bills**

### **Additions to Agenda (Agenda Meeting only)**

Mrs. Watson stated that she would like to provide a summary of the PSBA legal round up.

Mrs. Key stated that it could be added as part of PSBA report.

## **Comments from Public**

### **Adjournment at 9:37**

MOTION:

Motion by: Mr. Kaczor

Seconded by: Mr. Deiseroth

VOTE:

Roll Call: All in Favor

Motion Carried



Jennifer S. Callahan

Business Administrator/Board Secretary

JSC/mls



**BURRELL SCHOOL DISTRICT  
BOARD MEETING MINUTES  
May 17, 2022**

**Call to Order**

The Burrell School District Board of Directors Board Meeting was held in the High School Board Room and was called to order at 7:36 PM by President Pam 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, Mrs. Nikki Watson, Mrs. LeeAnn S. Guido, Mr. Rick Kaczor, Mrs. Jean Schager and Mrs. Pam Key

Board Members Absent: Mr. Timothy J. Vinkovich, Ms. Tricia Shank and Mr. Tom Deiseroth

Quorum present

Others Present: Dr. Shannon L. Wagner, Superintendent, Dr. Gregory Egnor, Director of Student Services, Mrs. Jennifer S. Callahan, Business Administrator/Board Secretary and Solicitor Lee Price

Student Representatives Present: Dylan Selinger

**Executive Sessions**

May 10, 2022 - Immediately following meeting - Personnel Agenda

May 17, 2022 - 7:00 PM - Personnel Agenda

Mrs. Key announced the Board's Executive Sessions.

**Approval of Minutes**

Agenda Meeting – April 12, 2022; Regular Meeting - April 19, 2022; Budget Workshop Meeting - April 26, 2022

MOTION:        Motion by: Mr. Kaczor                Seconded by: Mrs. Beveridge  
VOTE:            Roll Call: All in Favor                Motion Carried

**Approval of Monthly Financial Reports**

- a. Treasurer's Report (**Attachment 5-1**)
- b. General Fund Report (**Attachment 5-2**)
- c. Capital Reports (**Attachment 5-3**)
- d. Food Service Reports (**Attachment 5-4**)
- e. Student Activity Reports (**Attachment 5-5**)

MOTION:        Motion by: Mr. Kaczor                Seconded by: Mrs. Schager  
VOTE:            Roll Call: All in Favor                Motion Carried

## **Comments from Public - Agenda Items Only**

None

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

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

#### **Student/Staff Recognition and Reports**

Dr. Wagner recognized the following:

- Retirees: Jennifer Ulizio (1993-34 years), Ann Toy (1991-31 years), Alexis Endlich (1999-23 years), Christine Dwyer (1996-30 years), Rhonda Turcic (1996-26 years), Cathy Shank (1998-29 years)
  - Thanked them for their service and hard work and dedication
- Jennifer Hartung, 1<sup>st</sup> grade teacher Bon Air Elementary
  - Family from Ukraine who have come here to live spent Mother's Day with them so that the child would be comfortable first day of school; appreciates her efforts to care for a student
- Dr. Wagner asked Athletic Director Drake D'Angelo to speak regarding athletes:
  - Cross Country: Grace Nesko – WPIAL Place Winner, 18<sup>th</sup> place, PIAA Qualifier
  - Boys Basketball team: 2<sup>nd</sup> in Section, 6<sup>th</sup> in WPIAL, played in State Playoffs, Brandon Coury 1000 point scorer, Captains: Travis Bitar, Brandon Coury, Donovan Callahan
  - Swimming: Nick Ciuffoletti – 6<sup>th</sup> Place 100 Free, 8<sup>th</sup> place 200 Free, PIAA Qualifier
  - Wrestling: Team Section Champion, 2<sup>nd</sup> in WPIAL, WPIAL Place winners: Calio Zanella (5<sup>th</sup> Place), Cooper Hornack (2<sup>nd</sup> Place), Niko Ferra (5<sup>th</sup> Place), Isaac Lacinski (1<sup>st</sup> Place), Damian Barr (4<sup>th</sup> Place), Cole Clark (3<sup>rd</sup> Place), Luke Boylan (5<sup>th</sup> Place), PIAA SW Regional Qualifiers: Cooper Hornack (3<sup>rd</sup> Place), Niko Ferra (6<sup>th</sup> Place), Shawn Szymanski (6<sup>th</sup> Place), Damian Barr (6<sup>th</sup> Place), Cole Clark (6<sup>th</sup> Place), PIAA Qualifiers: Cooper Hornack (4<sup>th</sup> Place), Niko Ferra, Shawn Szymanski, Damian Barr, Cole Clark, Captains: Shawn Szymanski, Damian Barr, Cole Clark
  - Gymnastics: Sydney Lawson – WPIAL Place Winner, 2<sup>nd</sup> place and State Qualifier
  - Bowling: Regional Qualifiers: Ryan Neville (Top 6 in WPIBL), Lydia Flanagan (Top 6 in WPIBL), Leah McCandless (Top 6 in WPIBL), State Championship: Lydia Flanagan (State Champion 2022)
  - Golf team: Section Champions
  - Softball: Section Champions
  - Track and Field Girls: 2<sup>nd</sup> in Section, WPIAL competition
- Introduced athletes in attendance: Travis Newell, Stephen Hasson, Luke Boylan, Shawn Szymanski, Niko Ferra, Cooper Hornack

#### **Parents as Allies Information**

Dr. Wagner stated that Dr. Turk explained the Parents as Allies group at the Agenda meeting.

#### **Enhanced Core Reading Instruction (ECRI) Information**

Dr. Wagner stated that Dr. Turk explained some of the information at the Agenda meeting.

Dr. Wagner responded to some of the questions surrounding the ECRI study.

Dr. Wagner explained how the District operates regarding professional development including:

- Comprehensive Plan – district and school analysis; resulted in goals
- Needs Assessment with staff identifies what the teachers need
- C&I committee exist through teacher contract which is 5 teachers and 5 administrators – exist to plan and review all professional development done in any year



- Recommendations come through all of this work on what is needed as part of the planning such as: LETRS training and ECRI
- PLC and teacher alignment focus

Dr. Wagner explained that the ECRI study gives us the resources and training that teachers have been asking for and 7 of the 9 teachers have asked for this.

Dr. Wagner explained that as administrators, it is part of the role to have these processes and professional development in place. We listen and have teachers on committees to determine what is being done. Information is shared with the Board even though it is not necessarily required to be Board approved. She added that any time we do work like this, it is to strengthen and grow what we are already working on.

General Board discussion about where kids are right now and how difficult it is on teachers and that part of it is a result of Covid.

Dr. Wagner answered questions specific to the ECRI study. She explained the tiers and screenings involved with the study.

Dr. Wagner further explained the LETRS training for teachers.

Dr. Wagner summarized contracts that need Board approval vs. items that are provided as information. She added that it is important to grow our professionals and continue to improve our practices to benefit the students.

Mrs. Key asked if this is something the Board needs to approve.

Dr. Wagner responded no, but it is important the Board is comfortable and knowledgeable about what we are doing.

Mrs. Watson asked if Board could implement a policy to approve all survey, trials screeners.

Mr. Kaczor stated that might get to the point of micro-managing and the administrators are the professionals who went to school for education.

Mrs. Schager added that Dr. Turk provided all of the information and she believes it is a good program.

Mrs. Watson asked if the document provided about the study and opting out is a public document.

Solicitor Lee Price stated it is subject to Right To Know.

Mrs. Guido stated it is not necessary to advertise doing this, but any student who may be affected would be informed and parents could opt out if they decided to do that.

Mrs. Watson stated that she did a deep dive into RAND Corporation and she does not support the RAND Corporation or Elaine Wang's work. She stated she would love to see the goals met and believes that there is probably a better solution.

Mrs. Key stated concern with testing and that it sometimes does not provide a true picture of what was accomplished or what was learned due to variables and childrens differences.

Dr. Wagner stated that this is a 2-year program and the District will need to adopt a new reading series at some point so this is an opportunity to see what reading series would be suitable.

Mrs. Beveridge asked what is the attainable threshold and how will we know if it is effective.

Dr. Egnor stated that it is actual universal screening to determine what level students are at and to use that data to indicate if the students have learned or not.

Mrs. Beveridge asked if they will do this in WIN time.

Dr. Wagner explained that they are doing MTSS instruction to streamline it, also at teachers request to restructure WIN time.

Mrs. Watson stated that she is here to represent parents and that now people are hyper aware of data collection and access to student and local school records. She stated we want teachers to teach and know they need support but a lot of the problems were caused by the past 2 years. She believes that the RAND Corporation has their own perspective and they will have access to all of these things. She represents a subset of parents will think maybe there is a better way. She added that she is hyper aware of who funds these types of things and where the information goes.

Dr. Wagner responded that the parents have an option to opt out.

Mrs. Watson stated that it is about the organizations that have tentacles and have access and have their foot in the door. Rand Corporation is one of, if not the largest think tank for the US Government and using our kids and our school to facilitate their research project. She stated that parents care about this and it is her duty to represent the ones that are paying attention.

### **Approval of Arts Education Collaborative Essential Learning Proposal**

Dr. Wagner stated that this now includes Family Consumer Science (FCS) teachers so it is 16 teachers.

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

DISCUSSION:  
Mrs. Watson stated she does not have enough information yet.

VOTE: Roll Call: All in Favor, except Mrs. Watson voted "No"                      Motion Carried

### **Approval of Affiliation Agreement with Slippery Rock University of Pennsylvania for Student Teaching**

MOTION: Motion by: Mrs. Beveridge                      Seconded by: Mrs. Schager

VOTE: Roll Call: All in Favor                      Motion Carried

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

#### **Permission to conduct Title I Summer Reading Program July 2022**

MOTION: Motion by: Mrs. Schager                      Seconded by: Mrs. Beveridge

DISCUSSION:  
Mrs. Guido asked if this program is done each year.

Dr. Egnor responded yes.

VOTE: Roll Call: All in Favor                      Motion Carried



## **Permission to conduct Summer School program at Stewart Elementary July 2022**

Dr. Egnor stated this is a new program funded with ESSERS.

MOTION: Motion by: Mrs. Guido Seconded by: Mrs. Schager

### DISCUSSION:

Mr. Kaczor asked if the program is just for Stewart Elementary students.

Dr. Egnor responded the program is for K-5 Burrell students.

VOTE: Roll Call: All in Favor Motion Carried

## **Approval of Memorandum of Agreement with ARIN Intermediate Unit for School Psychologist Services for 2022-2023 school year (Attachment 5-6)**

MOTION: Motion by: Mrs. Beveridge Seconded by: Mrs. Schager

### DISCUSSION:

Mr. Kaczor stated there is a lot of movement in ARIN, are we going to have the same person.

Dr. Egnor responded yes, he confirmed that we would have the same employee.

Mrs. Guido asked if they don't honor that and have the same person and we get one that we are not pleased with, do we have options.

Dr. Egnor stated we would likely mediate and discuss with legal.

Mrs. Guido stated her concern is if they are not meeting needs and we have to contract for additional services and additional costs.

Dr. Egnor stated that if there was an issue we would go to discussion and then mediation.

Mr. Kaczor asked what is the reason not hiring our own vs using them.

Dr. Egnor responded that we reviewed salary and benefits and cost of assessment. There is very little difference when investigated this year.

Mr. Kaczor asked what additional services we receive with using IU.

Dr. Egnor stated we receive supervision and testing instruments.

Mr. Kaczor asked how many days per week.

Dr. Egnor responded 5 days per week.

Dr. Wagner stated we have considered taking it in house and we evaluate each year and there may be a time when it makes sense.

Mrs. Beveridge asked if we have had issues in the past.

Dr. Wagner responded yes.

Solicitor Lee Price stated should not discuss that in public as it is a personnel matter.

Mrs. Callahan stated transfer of entity might apply since it is an IU.

Solicitor Lee Price explained that transfer of entity applies when a school district takes over services from IU or CTC. The school district has to offer employment to whoever may be furloughed at the IU if it occurs. They can be part of a furlough pool and if the District has an opening, it must be offered to them.

Dr. Egnor stated we already have Transfer of entity with WIU.

Solicitor Lee Price stated that the issue exists and he would argue that we don't belong to the IU.

Dr. Egnor stated that it has been investigated.

VOTE: Roll Call: All in Favor Motion Carried

**Appointment of Kultar Shergill, MD as school physician for 2022-2023 school year**

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

DISCUSSION:

Mr. Kaczor stated that we have more than one doctor now, one who does sports and one who does other work.

Dr. Egnor stated it has worked well.

VOTE: Roll Call: All in Favor Motion Carried

**Appointment of Matthew Fisher, MD as school athletic physician for 2022-2023 school year**

Dr. Egnor added that Dr. Fisher did a great job in this capacity.

MOTION: Motion by: Mr. Kaczor Seconded by: Mrs. Schager

VOTE: Roll Call: All in Favor Motion Carried

**Appointment of Michael A. Chapman, DDS as school dentist for 2022-2023 school year**

MOTION: Motion by: Mr. Kaczor Seconded by: Mrs. Schager

VOTE: Roll Call: All in Favor Motion Carried

**Adoption of Westmoreland Intermediate Unit's Policies, Procedures and Use of Funds (Attachment 5-7)**

MOTION: Motion by: Mrs. Guido Seconded by: Mrs. Schager

VOTE: Roll Call: All in Favor Motion Carried

Dr. Egnor stated the draft of the Special Education plan has been posted on website and Board will be asked to approve it next month. He stated any questions should be forwarded to him.



## **PERSONNEL: Approval of Personnel Log (Attached)**

MOTION: Motion by: Mrs. Schager      Seconded by: Mr. Kaczor  
VOTE: Roll Call: All in Favor      Motion Carried

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

Mr. Kaczor reported:

- JOC approved budget
- Approved policies
- Received supplemental grant from Department of Education

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

Mrs. Watson stated meeting is next week and written report of last meeting is posted.

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

PSBA Spring Legal Round-Up Report - Mrs. Watson

Mrs. Watson thanked the Board for supporting her attendance at the training for solicitor and Board members so she participated in the virtual one.

Mrs. Watson reported the following items discussed at the Round-Up:

- First amendment: regarding student activities and postings outside of school

Solicitor Lee Price stated that court trend seems to be moving in favor of student speech outside of school as long as not disrupting the educational process.

- Social Media: District having a public Facebook page came up because it could be a forum; Presented case of a Facebook page and how council members were presenting themselves as the district

Solicitor Lee Price stated that some districts have a Facebook page as informational and some allow comments. He explained that is the difference between forum and informational.

- Public Comment at Board meetings

Solicitor Lee Price stated initial issue that court ruled on requiring actual street address of public commentator but they don't have to give it if they have a concern. He explained the Board can ask if person is a resident/tax payer, but the person does not have to give address anymore.

- Mask litigation: Department of Education is still in lawsuit to determine if boards have the right to mandate masks or not and that the availability of vaccine case came up.

Mrs. Watson stated she appreciates the effort by PSBA legal council – Linda and Stuart and stated that they can assist districts with these cases. It helped her understand that they play an active role because they represent districts and the boards. She believes she learned a lot.

Mrs. Watson stated she appreciates the efforts of PSBA with this workshop and will continue to learn and be openminded.

## **BUSINESS - MRS. CALLAHAN**

### **Approval of budgetary transfers (Attachment 5-8)**

Mrs. Callahan stated budgetary transfers have been added to the list.

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

DISCUSSION:  
Mrs. Guido asked Mrs. Callahan to review the budgetary transfers.

Mrs. Callahan summarized the budgetary transfers.

VOTE: Roll Call: All in Favor                      Motion Carried

### **Appointment of Treasurer for a one-year term beginning July 1, 2022**

Mrs. Callahan stated that the Treasurer is a one-year term and currently held by Mrs. Guido. She asked if there were any nominations for Treasurer.

Mrs. Beveridge made a motion to nominate Mrs. Guido.

MOTION: Motion by: Mrs. Beveridge                      Seconded by: Mrs. Schager

DISCUSSION:  
Mrs. Guido asked if she should abstain from voting.  
Solicitor Lee Price responded no – she can vote since it is not a paid position.

VOTE: Roll Call: All in Favor                      Motion Carried

### **Approval of Resolution on check signatures**

Mrs. Callahan stated the resolution authorizes the use of facsimile signatures for president, treasurer, and board secretary.

MOTION: Motion by: Mr. Kaczor                      Seconded by: Mrs. Schager

VOTE: Roll Call: All in Favor                      Motion Carried

### **Approval of Depositories (Attachment 5-9)**

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

VOTE: Roll Call: All in Favor                      Motion Carried

### **Technology Department Overview Information - Ms. Speer**

Mrs. Callahan stated that Ms. Speer and Mr. Pasko, the Technology Administrators in the District, provided an overview of the Technology Department including personnel, programs, operations, equipment including all of the chromebooks added the last few years, budget, funding sources, and other current and upcoming matters such as cybersecurity, server overhaul, and the new website look coming soon.



## **Approval of Service Contract with Digital Forensic Solutions for Vulnerability Assessment**

Mrs. Callahan stated last week we discussed the need to ensure District security as far as technology equipment, software, servers, internet, etc. Ms. Speer talked a bit about some of the trainings and workshops that she and Mr. Pasko have attended recently and explained the need to ensure the best possible protection we can.

Mrs. Callahan recommended that the Board approve the full review of the District systems which will provide recommendations and support for any deficiencies.

MOTION: Motion by: Mr. Kaczor                      Seconded by: Mrs. Watson

### DISCUSSION:

Mrs. Watson asked about Cyber Security and asked where the owner is from.

Mrs. Callahan responded he is from Derry Area in Westmoreland County and his extensive professional background has been provided.

Mrs. Callahan stated recommending Option 1 with all included sections (M, N, O & P). This ensures that we review all buildings and will tie to facilities items that are computerized such as HVAC, cameras, and Mrs. Roland's building safety and security. It also provides that they will review our policy and plans. It also includes a tabletop exercise.

Mrs. Guido asked about the timeline for services.

Mrs. Callahan responded if this is put on hold we might wait too long. This was originally scheduled for June or July but the server issue may not be fully implemented. We can proceed and may have him come back on a smaller scale to review.

Mrs. Watson asked who are the other districts he has worked with and how we met him.

Mrs. Callahan responded that he has done similar work for Hempfield and Derry, so I learned of him from them.

Mrs. Watson asked what is the timeframe for insurance requirement.

Mrs. Callahan responded that insurance company asked for current practices. We do have to have Multifactor Authentication in place by July 1, 2022. He is familiar with what is required.

VOTE: Roll Call: All in Favor                      Motion Carried

## **Approval of Northern Westmoreland Career & Technology Center 22-23 General Operating Budget (Attachment 5-10)**

Mrs. Callahan summarized the NWCTC budget information as follows: NWCTC JOC Board approved the budget and the next step is for member school districts boards to approve. The budget total is \$4,097,269 which is an increase \$139,857 or 3.53%. The Burrell School District contribution amount based on percentage share of enrollment at the CTC is \$672,916 which is a decrease from prior year of \$-23,334.

MOTION: Motion by: Mr. Kaczor                      Seconded by: Mrs. Schager  
VOTE: Roll Call: All in Favor                      Motion Carried

**Authorization of execution of an operation contract in amount of \$672,916 with Northern Westmoreland Career & Technology Center for 2022-2023 school year and approval of Resolution authorizing payments for District share of operating expenses (Attachment 5-11)**

Mrs. Callahan explained this is the official contract for the District share amount.

MOTION: Motion by: Mr. Kaczor                      Seconded by: Mrs. Guido  
VOTE: Roll Call: All in Favor                      Motion Carried

**Approval of Resolution Transferring Designated Fund Balance (Attachment 5-12)**

Mrs. Callahan stated that Designated Fund Balance has been discussed several times the last few months. The current total amount designated for specific item is \$1,085,000 and it is recommended to remove \$255,000 from PSERS stabilization funds leaving \$300,000 plus the \$530,000 in real estate tax appeals for a total designated fund balance of \$830,000.

MOTION: Motion by: Mr. Kaczor                      Seconded by: Mrs. Schager  
VOTE: Roll Call: All in Favor                      Motion Carried

**Adopt Proposed Final General Fund Budget 2022-2023**

Mrs. Callahan stated that on April 26, 2022 we had a very extensive public board meeting specifically to review the details of the draft budget for 2022-2023. We made several changes since that time and presented the proposed budget last week. Act 1 requires the Board to approve a proposed budget in May at least 30 days prior to adopting the final budget on June 21, 2022.

The proposed final budget as discussed last week includes:

- Revenue total \$34,452,214
  - Revenue increases are earned income tax estimates, Basic and Special Education Funding
- Expenditure Total \$34,685,629
  - Deficit of \$-233,415
  - Expenditures include using fund balance to transfer to capital reserve and to offset the \$185,000 real estate tax refund owed. After those items, the balance of the budget is an increase of about 3.4%
- The budget also includes real estate tax increase of 3.5 mills which is about a 3.4% increase. The majority of the increase is a direct result of the substantial real estate tax revenue lost by the tax appeals of some of the largest commercial property owners in the District. Six commercial properties result in a real estate tax reduction of \$-615,000 which equates to 4 mills of taxes.
- For the average homestead property, this equates to \$80/year.
- The state property tax reduction amount increased by \$182,000 which is good news for homeowners because it results in an increase in the homestead/farmstead reduction amount on tax bills which was usually \$165 but is estimated to be about \$213 this year. So it will offset about half of the tax increase if the final amount stands.

MOTION: Motion by: Mrs. Guido                      Seconded by: Mr. Kaczor  
VOTE: Roll Call: All in Favor                      Motion Carried

Mrs. Watson asked about public posting of budget.

Mrs. Callahan responded we will advertise that it has been approved and there for 20 days. It will be on the website until we approve the final budget. Pennsylvania Department of Education is the actual budget.



## **Communications**

### **Requests for Use of Buildings (Attachment 5-13)**

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

DISCUSSION:

Mr. Kaczor asked for clarification on firemen item.

Mr. D'Angelo responded they are doing a fundraiser event simulating the stairs climbed on 9/11 and hoping to raise funds for scholarship.

VOTE: Roll Call: All in Favor Motion Carried

### **Payment of Bills (Attachment 5-14)**

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

VOTE: Roll Call: All in Favor Motion Carried

### **Additions to Agenda (Agenda Meeting only)**

#### **Comments from Public None**

Mrs. Guido stated her son asked about a boys' volleyball team in the future and how is it determined.

Mr. D'Angelo stated that boys' volleyball is a spring sport and since we offer track, tennis and baseball it would be difficult to have enough athletes and that would divide them even more. He explained other districts our size have these sports, but they do not offer tennis. We could potentially kill a different sport by adding another one.

Mr. Kaczor asked why wouldn't we add bowling as a sport instead of club.

Mrs. Beveridge asked Mr. D'Angelo to explain how to determine between a sport and a club.

Mr. D'Angelo stated that the District needs to be cognizant of Title IX. He explained there needs to be a balance of what is offered so it makes sense not to add another boys sport.

Mr. Kaczor stated bowling would be for both male and female.

Mr. D'Angelo stated bowling would be a winter sport and there are several students participating in winter sports already.

Mrs. Guido asked if we could do a needs assessment and/or survey to investigate the offerings.

Mr. D'Angelo mentioned that he recently did a survey at Middle School for swimming, girls wrestling, and cross county. He stated he could survey the students again.

**Adjournment at 9:24 PM**

MOTION: Motion by: Mr. Kaczor  
VOTE: Roll Call: All in Favor

Seconded by: Mrs. Beveridge  
Motion Carried



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Jennifer S. Callahan  
Business Administrator/Board Secretary

JSC/mls