

**BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
April 12, 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 7:03 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 and Mrs. Pam Key

Board Members Absent: Mr. Tom Deiseroth, and Mrs. Jean Schager

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 Andrew Evankovich

Student Representatives Present: Dylan Selinger

Executive Sessions

April 12, 2022 - Immediately following meeting - Personnel Agenda

April 19, 2022 - 7:00 PM - Personnel Agenda

Mrs. Key announced the Board's Executive Sessions.

Review of Agenda Items

The Board reviewed items scheduled for the regular meeting to be held April 19, 2022.

Approval of Minutes: Agenda Meeting – March 8, 2022; Regular Meeting - March 15, 2022

Treasurer Report: March 2022

Food Service Fund Report: March 2022

Student Activity Fund Reports: March 2022

Nurse Report: March 2022

Comments from the Public - Agenda Only

Jenna Golem, Donnell Road

- *Questioned the discard of books and consider donating*
- *Health and Safety Plan recommended approach less is more and not hard rules from CDC*

Dr. Egnor stated they have tried to donate the discarded books.

Mrs. Guido stated Middle School recycles discarded books by using them for art projects.

Reports of Administration and Standing Committees

SUPERINTENDENT - DR. WAGNER

Student/Staff Recognition and Reports

Approval of Revision to Policy 006 – Meetings

Dr. Wagner stated that this month is the second reading and approval of the revision to Policy 006 that was first reviewed and revised last month.

Dr. Wagner asked if the Board had any other suggestions for policy revisions.

There were no other suggestions.

Approval of Revision to Policy 903 - Public Participation in Board Meetings

Dr. Wagner stated the first reading was approved last month. She stated the revision was posted on the school district's website for the public to view. She stated Solicitor Lee Price mentioned that the Board should consider an overall time limit for public comment portion.

Dr. Wagner stated the Board discussed an overall time limit last month and the Board did not seem to want to put an overall time limit on the meeting.

Mrs. Key asked if the overall time limit would be for overall public comment portion.

Solicitor Andrew Evankovich stated yes.

Mr. Kaczor mentioned his concern that certain discussions might not be heard if one item takes more of the total time.

Mrs. Guido questioned if the Board can end a meeting if it becomes too long because she did not see that information in Policy 903.

Dr. Wagner explained that it is in Policy 006 regarding recess and reconvening meetings.

Solicitor Andrew Evankovich stated the Board can leave as is and then change it at a later date.

Mrs. Guido stated that she thinks public comment time should be limited to 90 total minutes in order to be objective to make decisions.

Mrs. Key asked if 90 minutes of total discussion can be explained when many people are here to speak. She asked if when there is a group, the Board could ask people to have a group speaker.

Mrs. Watson explained that it is only public comment and not back and forth discussion so it is unlikely that there would be 90 minutes of 5 minutes per person.

Ms. Shank stated she does not feel the need to have a total time limit.

Mrs. Watson believes people in large groups would likely have a spokesperson.

General discussion continued about total time limit.

Mrs. Key stated there will be a learning curve for the President and the rest of the Board.

Mrs. Callahan reminded the Board that we have historically not had more than 20 people speak at a meeting.

Dr. Wagner suggested approving policy as is.

Ratification of permission for Coach Samantha Callen to chaperone one High School student on overnight trip to PIAA State Swim Championship at Bucknell University March 17-19, 2022

Dr. Wagner stated that this approval was not on the trip request approved in the fall, so it needs official Board approval even though it has already occurred.

Permission to discard obsolete library books

Dr. Wagner explained these are books that are no longer in good condition and/or are obsolete. She stated as mentioned earlier the Middle School does repurpose the books for use with art projects.

Approval of Revision to School Health and Safety Plan to add statement: The following strategies will be implemented when the local level of community spread is substantial or high per the CDC measures/guidelines.

Dr. Wagner explained that the current Health and Safety Plan indicates that we social distance students by 3 feet and other spacing situations. Because we have started to shift that and for the fidelity of the plan, she recommended that a revision be made to indicate that we are doing. She suggested adding language.

Mr. Kaczor stated that many Middle School students would prefer to stay in the hallway versus going back in the cafeteria.

Dr. Wagner stated that Mr. Ferra has left some chairs out in the hallway for those who are more comfortable there.

Mrs. Watson commented that the Health and Safety Plan is required in order to receive the ESSER funds and because we had to create the plan in order to come back in person and to get the funding. She stated a template was provided by the state and the District basically followed the template and answered areas of issues. She stated the plan is submitted and it doesn't get approved.

Mrs. Watson stated the plans were presented to group of shareholders before it was finalized. She thinks the space is very different than when the first plan was prepared and submitted. She stated the Board is just fulfilling this requirement to keep consistent with requirement for funding.

Mrs. Watson believes less is more and that the Board should only have minimal items required in the plan. She suggested to not include anything about community spread and the levels and does not believe that legally we have to have anything in there about it. Mrs. Watson provided McGuffey School District's Health and Safety Plan. She stated that Solicitor Andrews & Price represents that district as well. She also highlighted some of the statements in their plan which is much less than what is in our plan.

Mrs. Watson stated she believes that if the Board legally does not need to include anything, then should not. She suggested to just include a statement that the District will consider guidance from CDC or any other agency.

Ms. Shank stated that McGuffey School District seems to have more words than Dr. Wagner has suggested considering CDC guidelines and remove anything about community spread.

Ms. Shank suggested removing the part of the motion to remove “or high per CDC measures/guidelines.”

Mrs. Guido does not understand removing substantial or high but agrees with adding the word consider.

Dr. Wagner suggested to include the statement, will be considered when the local level is high. She explained that the Pennsylvania Department of Education refers us to the CDC so that is why she included that as well.

Mrs. Watson stated she thinks it is better but still thinks should take out the community spread statement.

Ms. Shank stated Dr. Wagner should remove community spread statement.

Mrs. Guido stated there are still many taxpayers and citizens who still want restrictions and there are still people wearing masks.

General discussion ensued about people who are still very concerned and fearful of Covid.

Dr. Wagner believes that the change is necessary because we have adjusted students and what they are doing. She stated if circumstances change we may want to consider the level of community spread.

Mrs. Key suggested to end the statement after the word high. She believes the Board does need to have some kind of threshold. She stated she is hopeful that we never have to actually do that again.

Mrs. Watson asked how much the Board is willing to do just to make people feel better as opposed to data. She stated there is no data to support that any of this does anything.

Mrs. Guido responded that her idea and the revision is not just to make people feel better.

Mrs. Watson suggested that if the public brought it up, we would be considering it. She believes the Board is playing into the falseness of this and feels that she is not willing to legitimize something that has not been proven without discussing the repercussions and/or risks involved.

Mr. Kaczor believes the Board has the right to consider options if needed.

Mrs. Watson stated no information we discussed shows it does anything to stop the spread.

Dr. Wagner stated that her recommendation will be as follows and then the Board can choose to approve or revise next week:

The following strategies will be considered when the local level of community spread is substantial or high.

Mrs. Beveridge stated we are looking at each section individually for changes rather than doing the entire plan with one statement.

Mrs. Guido stated if it gets too high, we would likely open it up and discuss each section and what we want to do.

Mrs. Watson suggested to change to “extra” high.

Mrs. Watson asked what is considered local level. Is it Burrell School District?
Dr. Wagner stated yes.

Mrs. Watson asked if she should make a motion for the way she wants it to read.

Solicitor Andrew Evankovich stated not if there is a consensus because the Board will consider this next week and then she can propose her motion at that time.

Mrs. Key asked if the school district is the local level, how is that data obtained?

Mrs. Watson asked what it would be based on. She asked if it would be based on just students.

Dr. Wagner suggested it could be done by zip code.

Mrs. Watson stated that is not just the District.

Mrs. Guido stated that data must be legitimate to include it. She stated if not including the entire Westmoreland county, then should use zip code tracker if it is a legitimate source.

Dr. Wagner stated that local level data has been Westmoreland county up to this point.

Mrs. Guido stated they should use the zip code 15068.

Mrs. Watson stated that she does not believe there is a way to do that.

Mrs. Beveridge mentioned some of the District is not located in the 15068 zip code anyway.

Mrs. Watson believes that it is not worth it to do this since we cannot get firm accurate information for our District.

Dr. Wagner stated that the wording of local level (Westmoreland County) will be added to her recommended revision.

Mrs. Watson suggested that it is not good representation of our District.

Mrs. Key stated that this has been very difficult and believes the Board should do this for now and can revise it as needed.

Acknowledgement of automatic extension of Agreement with Burrell Education Support Professionals Association through June 30, 2026 per contract terms

Dr. Wagner stated that it is related to personnel and negotiations so will discuss in Executive Session.

Facilities Department Overview and Capital Reserve Information - David Ploskunak

Dr. Wagner asked Dave Ploskunak, Facilities Director to present information.

Mr. Ploskunak reviewed the following items:

- Facilities costs for 2021-2022 including personnel
- Personnel and positions in department
- Cleaning and products used
 - Believes our buildings are very well kept and clean as compared to other schools; gets compliments when people are in our buildings
 - Reviewed products used in rooms for cleaning and disinfecting
- Maintenance
 - Much work done in house and not subcontracted at additional costs

- Current projects such as lights replaced with LED and lighting control system in High School parking lot
- Discussed some work done with students to help them learn skills before graduation
- Vehicles:
 - need to replace transit van, activity van, and dump truck
 - Mechanics on staff who can help fix vehicles as needed
- Good relationship with City of Lower Burrell as needed
- Upcoming projects:
 - Upgrade Family Consumer Science Room at High School - summer 2022
 - High School Computer Lab upgrade – summer 2022
 - Bon Air Paving project – it has been needed for several years; continue to patch as needed
 - Cameras – 10-12 years old and there are some new cybersecurity concerns
 - Heating systems/security systems and cameras all old so working with Tech Department
 - Phone system—only 1 part of each component left and system is outdated - consider upgrade
 - Pool repairs needed
 - Elevator upgrades – dealing with vendors to determine what is needed, controls are old so need to upgrade; Passed state inspections so they are safe
 - Common theme around District – things are all outdated
 - Storage units – hopeful the document electronic storage will help with space
 - Playground is maintained but need some updates

Mrs. Watson asked Mr. Ploskunak if he had to update playground at Bon Air to be accessible for wheels, what would be the estimated cost.

Mr. Ploskunak suggested extending to curb and make it accessible with no curbs. He also suggested that a walkway would be a minor add-on to a playground revision.

General discussion about playground surfaces ensued.

Mr. Ploskunak suggested that a walkway would be helpful.

Mrs. Guido thanked Mr. Ploskunak for the work being done. She also stated that she really appreciates that his department is willing to develop relationships with students who need a mentor and struggling in school. She stated she firmly believes in that kind of assistance and attention to students.

Mrs. Key stated she was at another school last week and our buildings are pristine and that the staff does a wonderful job.

Approval of revision to Capital Reserve Budget 2021-22

Dr. Wagner stated that the Capital Reserve Budget includes proposed items that are still being considered and will eventually need done. She explained the items have not been purchased this year because we have come into a situation that we need to upgrade vehicles so she requested to revise the Capital Reserve Budget to move on these purchases at this time.

Mr. Kaczor stated estimated numbers are low because dump truck will likely cost near \$90,000.

Dr. Wagner stated we would trade in the current dump truck because mileage is low.

Mr. Kaczor asked what else it is used for in addition to snow plowing.

Mr. Ploskunak explained it is used for moving debris, etc.

Mr. Kaczor asked if a box truck would have other uses and plow. He also suggested a certain type that is able to be used to plow as well.

Mr. Ploskunak stated he will look into it.

Mr. Vinkovich asked if he could use a pickup truck with a salt spreader and plow.

Mr. Ploskunak stated it would be difficult because of the amount of salt and that it is stored at the city.

Mrs. Beveridge asked if we really need a dump truck or could we subcontract the snow plowing.

Mr. Ploskunak explained he would have concerns if our spaces would be done first if subcontract.

Mrs. Callahan added that the District has union employees and that is their work, so that would likely also be an issue.

Mr. Vinkovich stated that it appears the District needs a dump truck.

Dr. Wagner stated that approval of the Capital Reserve Budget revision provides permission to move on these purchases and projects.

Mrs. Callahan reminded Board members that purchase over the bid requirement threshold can be purchased through state contract/costars.

DIRECTOR OF STUDENT SERVICES - DR. EGNOR

Approval of Agreement with MHY Family Services for Educational Services for remainder of 2021-2022 school year

Dr. Egnor stated this program provides more access to mental health assistance for students as needed.

Approval of Agreement with GradePoint Resources for Professional Counseling Services for 2022-2023 school year

Dr. Egnor explained this is for a professional counselor who is a member of pupil service team and provides support and removal of barriers to help students be successful in schools.

Mrs. Guido asked approximately how many students have been serviced.

Dr. Egnor responded approximately 2 dozen students and that the data shows quality intervention. He explained support is provided 3 days a week this year and going to 5 days next year. He stated he hopes to have someone established going into next year.

Dr. Wagner added that this is one of the things that the District is using ESSERS funds to support.

Approval of Agreement with GradePoint Resources for Social Emotional Learning Specialist for 2022-2023 school year

Dr. Egnor stated this position has been part of pupil services and Marissa Ameris has been in the role for many years and really provides behavior specialist services which has been excellent to have in the District. He stated it had been very effective with MTSS program.

Mrs. Watson asked about Ms. Ameris' background.

Dr. Egnor responded Ms. Ameris is a Behavior Specialist and is trained in Applied Behavior Analysis.

Mrs. Watson asked why not change the title of the agreement and services to Behavior Specialist.

Dr. Egnor replied they could easily change the title.

Mrs. Watson suggested that it should be changed since behavior specialist is more of what she is doing and that is not a social emotional learning specialist.

Dr. Wagner suggested to ask to change the agreement with GradePoint Resources.

Mrs. Guido asked if we are guaranteed the specific employee.

General discussion about subcontracting position versus hiring internal and cost and legality.

Dr. Wagner stated it would cost more but that it is something that has been considered.

Approval of Tuition Agreement with New Story, LLC for Special Education Services from April 4, 2022 through May 27, 2022

Dr. Egnor explained that a student moved into the District and this placement is for the remainder of the year but believes that the placement will likely be different next year.

Mrs. Key asked where the school is located.

Dr. Egnor responded it is located in Monroeville.

Approval of Transportation Service Agreement for Special Education student beginning April 4, 2022

Dr. Egnor stated that there is a difficulty with the contractor hiring bus drivers, so this transportation agreement needs to be in place for the student to attend the school until the contractor can secure a driver.

Approval of Agreement with Westmoreland County Student Assistance Program for 2022-2023 school year

Dr. Egnor stated that this agreement is done annually with the county. He explained the state has policies and provisions for SAP and the way it is done in our county is between the District and those two entities. He explained the Agreement outlines the provisions and the District has shared liaison.

PERSONNEL: Approval of Personnel Log

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

Mr. Kaczor stated he will have the report next week.

Westmoreland Intermediate Unit Report - Mrs. Watson

Mrs. Watson stated the written report was provided.

PSBA Liaison Report - Mr. Deiseroth

BUSINESS - MRS. CALLAHAN

Approval of budgetary transfers

Award bids for purchase of Janitorial and Athletic Supplies for 2022-2023 school year

Mrs. Callahan explained that by law, the District is required to bid items when purchasing over \$21,900 worth of like items. She stated the District prepares a bid for Janitorial and Athletic supplies each year since we need many items to operate each year. She explained janitorial supplies include things like cleaning products, paper towels, toilet paper, garbage bags, etc. Athletic supplies include things like the trainer supplies tape, ice packs, etc. as well as things like scorebooks, footballs, tennis balls, etc. football pads, uniform items that are not re-usable such as soccer socks and swim uniforms and caps, etc. The bid summary documents shows that 145 different items were bid and that 9 vendors bid on athletic items and 10 vendors submitted bids for janitorial items.

Mrs. Callahan explained the awarded items column is what the Board is being asked to approve next week. This represents the lowest price meeting specs for each item so bids are actually awarded to various vendors. The total amounts are \$59,818 for janitorial and \$28,138 for athletic. These figures are slightly higher than last year in each category due to needs as well as increased costs. These bids are for 2022-2023 so the cost will become part of the 2022-2023 budget.

Approval of Agreement with WESTARM Therapy Services, Inc. for Athletic Training Services for August 1, 2022 through July 31, 2025

Mrs. Callahan reported that the District has contracted with WESTARM Therapy Services, Inc. for our athletic trainer service for the past several years. The trainer is employed by WESTARM but assigned to the District. This has worked well for the past several years. Athletic Director, Mr. D'Angelo indicated he is pleased with their service. However, he did request quotes from other vendors in an effort to reduce costs. Only one of the 3 vendors he spoke with would provide pricing and it was higher than the cost of this agreement. The other vendors are not even able to provide the service. He has recommended moving forward with this agreement for the next 3 years. We also considered employing a trainer, but with benefit and retirement costs, it would also cost substantially more than this agreement. Mrs. Callahan added that she spoke with a few other business managers who indicated the same information and that their costs are increasing and some vendors are no longer able to offer the service.

Ms. Shank asked who else bid and if it was higher.

Mrs. Callahan responded NovaCare and yes. She stated UPMC and Excelsa Health were not interested.

Communications

Requests for Use of Buildings

Ms. Shank asked why the form indicates a cost for swim boosters.

Dr. Wagner responded that the meeting was on a Sunday so it requires additional cost for custodial per union contract and so the group is responsible for the additional cost per board policy.

Mrs. Guido asked why there is no cost for Tri-City Soccer to use the High School stadium field use.

Mrs. Callahan responded that Mr. D'Angelo and Mr. Ploskunak must have discussed this and since it is practice and during a time when custodians are on staff, there would likely be no need for additional custodians resulting in additional cost.

Mr. Ploskunak confirmed that is the case.

Payment of Bills

Comments from the Public

Jenna Golem, Donnell Road

- *Appreciates everything discussed tonight*
- *Appreciates facilities presentation about what all is involved with facilities maintenance*
- *Asked if received pricing for snow plowing from local vendors*
- *Offered to do research on local data in regards to community spread for Health and Safety Plan*

Adjournment at 8:51 PM

MOTION:

Motion by: Mr. Kaczor

Seconded by: Ms. Shank

VOTE:

Roll Call: All in Favor

Motion Carried



Jennifer S. Callahan

Business Administrator/Board Secretary

JSC/mls

**BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
April 19, 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 7:32 PM by Vice President Rick Kaczor.

Pledge of Allegiance

Mr. Kaczor 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 and Mrs. Jean Schager

Board Members Absent: Mrs. Pam Key

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

April 12, 2022 - Immediately following meeting - Personnel Agenda
April 19, 2022 - 7:00 PM - Personnel Agenda and litigation

Mr. Kaczor announced the Board's Executive Sessions.

Review of Agenda Items

Approval of Minutes: Agenda Meeting – March 8, 2022; Regular Meeting - March 15, 2022

Treasurer Report: March 2022 (**Attachment 4-1**)

Food Service Fund Report: March 2022 (**Attachment 4-2**)

Student Activity Fund Reports: March 2022 (**Attachment 4-3**)

Nurse Report: March 2022 (**Attachment 4-4**)

MOTION: Motion by: Ms. Shank Seconded by: Mr. Deiseroth
VOTE: Roll Call: All in Favor Motion Carried

Comments from the Public - Agenda Only

None

Reports of Administration and Standing Committees

SUPERINTENDENT - DR. WAGNER

Student/Staff Recognition and Reports

Dr. Wagner reported:

- FBLA - 30 students at regional competition qualified to compete in state level
 - Reese Pallone placed 10th in Database Design
 - Rex Rayburg and Kayden Ireland placed 4th in Computer Game & Simulation Programming and qualified for national competition
 - Jessica Kowalkowski became a member of FBLA National Honor Society
 - Thanked Mr. & Mrs. Kariotis for their work with teams

- Working with parents to connect; partner with Consortium of Public Education and Kidsburgh
 - Community Coffee talks being planned to reconnect with families and learn how our schools can best partner with families in the future
 - Parents as Allies committee:
Co-Chair: Twaina Williams (Middle School/High School parent); Tamika Buchak (High School/Middle School/Stewart parent); Kenyetta Jones (High School/Stewart parent); Vicki Quinn (Bon Air teacher, Middle School/High School parent); Jennifer Baxter-Blubaugh (Bon Air teacher, High School parent); Administrator-Autumn Turk, Teacher-Adam Rossi
 - Holding 10 Community Coffee Talks around the District starting on April 25, 2022 for conversations about school and engaging community with school
 - Thanked Dylan Selinger for also being a part of it

- Bowling League
 - Bowling Team Regional Qualifiers: Ryan Neville, Leah McCandless and Lydia Flanagan-Top 6 in the WPIBL
 - State Championship: Lydia Flanagan is State Champion for 2022

- Gymnastics team/club
 - WPIAL Qualifiers: Sydney Lawson – 2nd place, Rylie Porter
 - State Qualifier: Sydney Lawson

- Wrestling
 - Section Champions and 2nd in WPIAL
 - WPIAL Qualifiers: 12 qualified - Shawn Szymanski (1st place)
 - PIAA SW Regional Qualifiers: 8 qualified - Calio Zanella, Cooper Hornack (3rd Place), Niko Ferra (6th Place), Isaac Lacinski, Shawn Szymanski (6th Place), Damian Barr (6th Place), Cole Clark (6th Place) and Luke Boylan
 - PIAA States 5 wrestlers: Cooper Hornack (4th Place), Niko Ferra, Shawn Szymanski, Damian Barr and Cole Clark

- Swimming
 - WPIAL Qualifiers: Girls Team - Kaylee Armando, Chloe Walton, Carly Walton, Gracie Giordano and Izzy Leger
 - WPIAL Qualifiers: Boys 5 Team - David Aliyetti, Nick Ciuffoletti (6th Place 100 Free, 8th Place 200 Free), David Matovcik, Braeden Mechesney and Anthony Roman
 - PIAA Qualifier: Nick Ciuffoletti 100 and 200 Free

- Boys Basketball
 - 2nd in section, 6th in WPIAL, participated in PIAA State Playoffs
 - Brandon Coury scored 1000 points in his career

- "Best Community for Music Education" by the NAMM Foundation (National Association of Music Merchants Foundation)
 - Mr. Querry was recognized for the 6th consecutive year with this honor
 - Mr. Querry stated we are proud of the music opportunities and experiences we make available to our students and are honored again to receive this recognition
- Recognized High School students who donated time to assist with Middle School performances
 - Haley Swauger, Gabriella Guido, Kole Kaczor, Gabe Manchini, Nate Krajci, Ian Campbell, Ian Goulet, Braeile Krahe, Katie Pahlman, Elliana Koulouris and Sydney Sanchez

Approval of Revision to Policy 006 – Meetings (Attachment 4-5)

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

Approval of Revision to Policy 903 - Public Participation in Board Meetings (Attachment 4-6)

MOTION: Motion by: Mr. Deiseroth Seconded by: Mr. Vinkovich

DISCUSSION:

Mrs. Watson stated that there is no clarification about the 5 minute duration and questioned if it has to be written in policy.

Solicitor Lee Price responded it does not have to be in policy, but a person can ask for more time. The chair can allow it and if chair says no, the Board can overrule it by voting.

Mrs. Watson asked if it should be considered to add it to policy.

VOTE: Roll Call: All in Favor Motion Carried

Mrs. Watson asked about policies and when they become public.

Dr. Wagner stated that the policies will be posted through the District policy site on the website.

Mrs. Callahan clarified that because the District uses the PSBA policy service, the policies may not be available immediately because we submit them through the service and PSBA reviews them and adds the legal references and then they are posted in the public policy site.

Ratification of permission for Coach Samantha Callen to chaperone one High School student on overnight trip to PIAA State Swim Championship at Bucknell University March 17-19, 2022

Dr. Wagner explained it occurred but needs approval per policy.

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

Permission to discard obsolete library books

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

Approval of Revision to School Health and Safety Plan to add statement: The following strategies will be considered when the local level (Westmoreland county) of community spread is substantial or high.

MOTION: Motion by: Mr. Vinkovich Seconded by: Mr. Deiseroth

DISCUSSION:

Mrs. Watson wants record to show that in order to label the spread as substantial/high, we would have to follow some sort of record and Westmoreland county is the only one we have, it is large and there is no local system of collecting the data. PCR tests were not designed to diagnose the virus in way it's being used, so to use it to suggest any behavior modification especially for child development is unreasonable, inappropriate, and negligent.

VOTE: Roll Call: All in Favor Motion Carried

Acknowledgement of automatic extension of Agreement with Burrell Education Support Professionals Association through June 30, 2026 per contract terms

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

VOTE: Roll Call: All in Favor Motion Carried

Facilities Department Overview and Capital Reserve Information - David Ploskunak

Dr. Wagner stated Dave Ploskunak shared a facilities overview last week.

Approval of revision to Capital Reserve Budget 2021-22 (Attachment 4-7)

Dr. Wagner explained that last week we discussed the need for some vehicles and that Mr. Ploskunak is following up to research some of the ideas mentioned but requesting to proceed with revision to capital reserve budget in order to be able to obtain a van when available.

MOTION: Motion by: Mr. Vinkovich Seconded by: Mr. Deiseroth

VOTE: Roll Call: All in Favor Motion Carried

DIRECTOR OF STUDENT SERVICES - DR. EGNOR

Approval of Agreement with MHY Family Services for Educational Services for remainder of 2021-2022 school year

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

VOTE: Roll Call: All in Favor Motion Carried

Approval of Agreement with GradePoint Resources for Professional Counseling Services for 2022-2023 school year (Attachment 4-8)

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

VOTE: Roll Call: All in Favor Motion Carried

Approval of Agreement with GradePoint Resources for Behavioral Specialist for 2022-2023 school year

Dr. Egnor stated that he is requesting that the Board hold on this item.

Approval of Tuition Agreement with New Story, LLC for Special Education Services from April 4, 2022 through May 27, 2022

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

Approval of Transportation Service Agreement for Special Education student beginning April 4, 2022

MOTION: Motion by: Ms. Shank Seconded by: Mrs. Schager
VOTE: Roll Call: All in Favor Motion Carried

Approval of Agreement with Westmoreland County Student Assistance Program for 2022-2023 school year (Attachment 4-9)

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

PERSONNEL: Approval of Personnel Log (Attached)

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

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

Mr. Kaczor reported that at the last meeting, the JOC approved investments, approved occupational advisory member listings, approved agreement with Vector Solutions for online professional development, and approved first reading of 3 policies.

Dr. Wagner stated this Thursday is occupational advisor meeting JOC members will attend.

Mrs. Callahan added that the CTC is working on their budget so Board will review that next month.

Westmoreland Intermediate Unit Report - Mrs. Watson

Mrs. Watson stated that the IU report has been provided and the next meeting is next week but she will not be attending because of the District budget meeting.

PSBA Liaison Report - Mr. Deiseroth

Mr. Deiseroth stated that PSBA reported that the state of education report has been posted.

Mrs. Callahan added that each Board member received a hard copy booklet of the report as well.

BUSINESS - MRS. CALLAHAN

Approval of budgetary transfers (Attachment 4-10)

MOTION: Motion by: Mr. Vinkovich Seconded by: Ms. Shank
VOTE: Roll Call: All in Favor Motion Carried

Award bids for purchase of Janitorial and Athletic Supplies for 2022-2023 school year (Attachment 4-11)

Mrs. Callahan explained last week the requirement to bid items when purchasing large amounts. The bid summary report represents the lowest priced vendors meeting specifications for 145 different items over 19 different vendors for janitorial and athletic program supplies for next year.

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

Approval of Agreement with WESTARM Therapy Services, Inc. for Athletic Training Services for August 1, 2022 through July 31, 2025 (Attachment 4-12)

Mrs. Callahan explained last week that Athletic Director Drake D'Angelo solicited proposals for Athletic Trainer Services for the District since our current agreement with WESTARM expires soon. We are recommending approving the agreement proposed as it is the best price available and Mr. D'Angelo has been pleased with the service provided by the trainer placed through WESTARM over the last several years.

MOTION: Motion by: Ms. Shank Seconded by: Mr. Vinkovich
VOTE: Roll Call: All in Favor Motion Carried

Communications

Mrs. Callahan reported that there is one item of communication which is an invitation for Board members to the National Honor Society Induction ceremony.

Requests for Use of Buildings (Attachment 4-13)

Mrs. Callahan stated Athletic Director Drake D'Angelo has prepared the building request document in accordance with current policy.

MOTION: Motion by: Mrs. Guido Seconded by: Ms. Shank
VOTE: Roll Call: All in Favor Motion Carried

Payment of Bills (Attachment 4-14)

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

Comments from the Public

Craig Canfield, Prospect Circle

- *Spoke against the Health and Safety Plan*
- *Opposes CDC guidance*
- *Drug overdose crisis – Suggested the District start devoting as much time and money to the drug crises; Believes District likely does not track that data; believes at least 2 graduates per class have died from substance abuse and there are even more who have dealt with rehab and jail, etc; Drug and alcohol abuse ongoing and real crises likely exasperated by manufactured Covid crisis*
- *Believes Health and Safety Plan should be scrapped completely rather than revised*
- *Questioned if Dr. Wagner believes costs and risks have been fairly weighed against the benefits*

Dr. Wagner stated that she believes the District has given thought to the plan. The funding made available from the pandemic has been able to be used to support mental health and support for students and the MTSS – multi tiered support system. She stated that the District has thoroughly evaluated what is needed for our kids and believes we are working to meet their needs.

Adjournment at 8:09 PM

MOTION: Motion by: Ms. Shank
VOTE: Roll Call: All in Favor

Seconded by: Mr. Vinkovich
Motion Carried



Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/mls

**BURRELL SCHOOL DISTRICT
BUDGET WORKSHOP MEETING
April 26, 2022**

Call to Order

The Burrell School District Board of Directors Budget Workshop Meeting was held in the High School Board Room and was called to order at 7:10 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, Dr. Autumn Turk, Director of Curriculum and Development

Student Representatives Present: Dylan Selinger

Comments from the Public - Agenda Only

None

Budget 2022-2023 Draft – Information

Mrs Callahan presented the following information:

- Budget Draft worksheets for 2022-23
- Reviewed budget thoroughly to provide Board the information they need prior to approval
- Over 5000 accounting codes, so go through summaries of each department and items that fall into that category
- Budget is an estimate; there will be variances; Covers period through June 2023 so will likely be additional resignations/retirements, hires, changes in insurance coverages
- Look at historical data, yearly trends on specific items, try to think ahead based on what we are seeing at the state level and what is coming down the pike from our different resources and information sources

- Shared Budget 20-21 and 21-22 summary review - where we have been - things that have affected finances the past few years including large retirement contribution increases, uncertainty w/COVID, real estate tax appeals, flat state subsidy, federal funding provided, additional technology needed, additional academic support needed, provide professional development for teachers to personalize learning (PLC process), building of MTSS for academic and social-emotional-behavioral needs of students
- Shared Budget 22-23 Summary - where we are headed - ESSERS II and ARP ESSER, investment in education from state level, real estate tax appeal impact, continue to build MTSS, continue to provide PD for personalized learning/instructional strategies - based on needs identified, additional academic support to meet benchmarks
- Process - Budget Prep - admin & dept leaders involved, use zero budget process; reviewed budget objective and alignment with District goals
- Budget Summary:
 - Total Revenue \$33,915,040
 - Planned use of fund balance \$1,135,000
(includes \$650,000 transfer to Capital Reserve)
 - Total Expenditures \$34,232,799
 - Difference (deficit) = - \$317,759

Mrs. Guido asked if we gain anything by allowing funds to sit in fund balance.

Mrs. Callahan responded that we do not gain anything, but also shared the benefit of setting a pot of money aside to be designated to use for various capital projects we need.

Mrs. Guido related to transferring money from her savings to her checking.

Mr. Kaczor elaborated that the capital money cannot be transferred back in the fund balance.

Mrs. Callahan confirmed it must be used for capital projects. She also stated that we did not move any money from fund balance to Capital Reserve last year and we also have added money into our fund balance - which is why she is suggesting moving funds for upcoming needs as explained during facilities presentation earlier in the month.

Mrs. Watson asked for clarification of what fund balance is.

Mrs. Callahan clarified it is what is the balance left from revenues less expenditures. It is important to have, similar to savings, because it shows financial stability, state looks at this and recommends fund balance is 5-10%, if above 8% cannot raise real estate tax increases, it offsets cash flow in months as needed, when issuing bonds, it results in a lower interest rate.

Mrs. Callahan continued presenting the following:

- Because our expenditures are greater than our revenues, we will be at a -\$317,759 deficit which ultimately reduces the fund balance
- Last budget - we were not able to eliminate the deficit, but our state funding came in higher than expected so we do not expect to end the year at a deficit.

- Expenditures:
 - Most expenditures are fixed, a large majority is personnel
 - Summary: increase over prior year \$1,523,786 +4.66%
 - Largest increases
 - Payroll / wages \$194,410
 - Health insurance budget \$121,195
 - Special Education & Student Tuition \$316,292 increase in student placed
 - Transfer to capital reserve \$650,000
 - Personnel expenditures \$14,634,524 which is 43% of total expenditure budget
 - Estimates based on everyone staying in current position; includes expected retirements, teachers reaching max step, reallocated 1 position to new admin position, support staff
 - Extra hours for PD - ARP ESSER federal funds \$411,300
 - Health Insurance \$2,645,707 increase over prior year \$121,195 (+4.8%)
 - Based on current rates, first substantial increase in rates we have had in several years
 - Shared info about the consortium (cost savings, benefits of participating)

Mrs. Beveridge asked how many years since any substantial increases.

Mrs. Callahan explained:

- Each year rates are set by trust based on an estimate of cost of claims.
- No increase of dental, vision, life insurance
- Shared info about insurance buyout and current participant number
- Retirement Contribution \$5,129,171 increase of \$108,538 +2.2%
 - PSERS slight rate increase this year
 - Shared the trends in rates and explained that rate is based on actuarial calculation of what is needed to fund the retirement system each year; substantial increase since 2010

Mrs. Guido asked if rate is projected to level out soon.

Mrs. Callahan responded that rate is project to go up to 37% so will still have slight increases.

Mrs. Watson asked what is the best case scenario of how the pension system functions and how it got started, how it increased, a lot of hands in the pot, how it is working and not working, how we would like to see it function better.

Mrs. Callahan responded that the system is a pension system that is protected by law. She clarified that it is not just teachers, but is all school employees. She stated she will provide additional information about the fund for Board members.

Mrs. Beveridge asked what happens when it reaches the expected increase and what steps have been taken by PSERS to rectify the issue.

Mrs. Callahan responded that there were some changes made by legislature for new employees that will ultimately reduce district and state costs to the system but it will take time to realize.

Mrs. Watson asked what the specific Acts of legislature.

Mrs. Callahan responded Act 5 of 2017 and Act 15 of 2010. She also suggested Mrs. Watson refer to the details in the budget presentation from the prior year for more info.

Mrs. Watson asked if state pays same percent for every district.

Mrs. Callahan responded that the state reimburses the districts for other cost of PSERS. It is not the exact same rate but is at least 50% for each district.

Mrs. Key asked questions about the calculation and if it is accurate that employees essentially could receive 80-90% of pay upon retirement if they stay until they are fully vested at 35 years.

Mrs. Callahan responded yes, for employees in the system prior to 2011 the formula determines the amount based on final average salary, years of service and multiplier of 2.5%.

Mrs. Watson asked if there is a cap in the rate increases to districts.

Mrs. Callahan responded there is a collar on the increase amounts each year.

Mrs. Watson stated it seems like a runaway train.

Mrs. Callahan clarified that the rate is near leveling out now.

Mrs. Callahan continued presenting the following budget information:

- Debt service \$2,513,164 decrease -\$46,188 -1.8%
- Explained bond issues of school district to borrow money for projects
- Discussed refunding bonds that has saved the District \$3,150,000
- Final payments on current outstanding bonds are in 2030
- Explained bond reimbursement and estimated amount

General discussion on bonds and how they work.

Dr. Wagner reminded Board members that we do have upgrades and projects that will be needed in the next few years such as Bon Air paving for example. It is likely that we would need to issue additional bonds for some of the work.

Mrs. Callahan continued presenting the following budget information:

- Building Budgets - Instructional Costs \$539,819 decrease from prior \$-38,527 -6.7%

- Principals and department heads prepare; Specific budget amounts by department provided - instructional supplies, software, books, guidance, library, principal services, student activities, etc.
- Vocational Education NWCTC - BSD Share of District contributions \$672,916
 - Decrease from prior year -\$23,334 (-3.4%)
 - BSD student % decrease from 23.13% to 21.42% (which is why our cost decreased) - current enrollment 91
- Cyber/Charter School Tuition Cost \$516,6000 increase \$60,300 +13.2%
 - Increase based on increased students and estimated increase in cost per student
 - Mrs. Callahan reminded the District pays tuition for cyber school, so technically it is not free

Mr. Kaczor asked how many students last year.

Dr. Wagner responded we estimated 33 students this year and 30 students last year (in 2018-19 - estimated enrollment was 29 students).

Mrs. Key reminded we also do our own cyber school - Burrell eAcademy students are not included in Cyber/Charter school costs/enrollment.

Dr. Wagner reminded Board we have not lost as many students to cyber as some other districts.

Dr. Egnor stated how much extra is charged for speech and special education services.

Mrs. Watson reinforced why it doesn't make sense why this costs more at cyber school - no extra services if online because not in-person. She questioned how much parents really know about that process and how much the cyber schools are charging school districts. She asked where the therapy services are coming from.

Dr. Egnor reinforced the District pays for the services, if there is a need we will pay for it.

Mrs. Callahan commented about potential legislation needed to address the issue and costs and accountability. There is a discrepancy in what school districts are charged for services because it is based on a formula - school district who spends more will pay a cyber school more even though students are at same cyber school as other district.

Mrs. Watson asked what the Director of Bureau of Special Education (Carol Clancy) is doing.

Mrs. Callahan also stated that the PSBA summary shows that cyber/charter costs are one of the top costs districts have to budget for each year.

General discussion about original implementation and legislation of cyber charter schools.

Dr. Wagner added that every child in our district has 18 options for school because can attend Burrell or 17 cyber/charter schools.

Mrs. Key asked if there is the same oversight and accountability as public schools.

Dr. Wagner responded no and that it is a huge issue. Dr. Wagner also stated the private schools do not have the same accountability or certified teacher requirements but some funding goes there as well.

Mrs. Watson stated she would research this further - regarding which are privately owned and the oversight involved and funding provided.

Mrs. Callahan continued presenting the following budget information:

- Special Ed / Placements increase \$255,992 (+22%) overall
- Special Ed Services \$1,061,611 (+21%)
 - Shared detailed breakdown of each area of support services, including PCA cost
 - Estimated costs are based on approximately 290 students
 - Revenues not keeping up with expenditures in this area

Mrs. Watson noted it is an important consideration if we are under/over diagnosing.

Dr. Egnor clarified our evaluation process - data reviews & interventions happen prior to evaluation but a higher percentage qualify when doing that. Also we absorb prior qualifications when they move in. He also clarified we do not diagnose - we identify and provide services.

Dr. Egnor shared there is not an increase in Burrell right now overall, but there is an increase in emotional disturbance this year, last year there was an increase in intellectual disability.

Mrs. Key asked for further clarification.

Dr. Egnor shared examples for autism and dyslexia, said the evaluation report will recommend the child sees their Doctor for a formal diagnosis.

Mrs. Callahan continued presenting the following budget information:

- Special Ed placement tuition \$360,218
 - For regular and special education placements; Cost to educate BSD students in alternate placements; Required by IEP, discipline, or physician for hospitalization/partial placements
- Other Educational Services:
 - Psychologist services \$131,560
 - eAcademy \$98,802 - allocating ESSERS funds to offset costs, high due to online learning over past year, significantly lower than cyber/charter school tuition
 - Current - 43 full time students
 - Dr. Wagner shared future plans to provide synchronous virtual learning at elementary level for K-6 students in collaboration with Kiski and NKASD
 - 2 teachers from each district will come together to provide K-6 synchronous / asynchronous virtual learning
 - Certified Google trainers in Burrell and Kiski
 - Hope to offset costs of Burrell eAcademy

- Looking at HS schedule to see if we can offer virtual in secondary as well
- 2 virtual learning case managers, shift some of the money with this and PL coaches to provide for the 2 positions we need for this
- Concern if students stay in eAcademy for their K-12 experience they will not be prepared - our goal is to better prepare our students

Mrs. Guido asked why we cannot do this within just Burrell.

Dr. Wagner clarified we cannot afford it because we would need 6 of our own teachers to do a full elementary model - which is why we need to partner.

Mrs. Watson asked if we can sell seats to other districts.

Dr. Wagner responded yes, that is part of plan if availability, it might be an opportunity to help us offset costs. We plan to follow the models others have found success with and may provide us with a little additional revenue if outside districts buy seats.

Mrs. Callahan continued presenting the following budget information:

- Safety/Security includes SRO \$99,126
- Social Worker Services \$75,492

Mrs. Watson asked if this money would be used for SEL.

Dr. Wagner shared it was for more of general costs associated with the social worker and services provided, not specific to SEL.

Mrs. Callahan continued presenting the following budget information:

- Other services
 - Tax Collection
 - Board Services - including cyber risk and insurance/liability
 - Legal and Accounting Services
 - Staff Development
 - Student Accounting
 - Community Relations (no increase/decrease) and Community Services
- Athletics \$624,218 (+4%)
 - Wages / Benefits - employees/coaches - wages per contracts
 - Athletic / Other - trainer, school doctor, umpires/refs, transportation, supplies/uniforms/equip/fees
- Transportation \$1,659,431 (+3.1%)
 - Contract with Roenigk includes a CPI% per run increase each year with 3% cap
 - State subsidy reimbursement - \$702,000 estimated based on prior year costs; Increase \$52,000 over prior year due to 23 virtual only days in 20-21
 - Have to provide transportation for every child who lives in District, including private schools within 10 miles of District for all District residents
- Facilities and Maintenance \$927,292 (+3.9%)

- Utilities costs up for water and electric rates are pretty consistent due to agreements but estimate usage increase
- Supplies for cleaning are up slightly
- Repairs/maintain, property insurance, garbage hauling, equipment, other items such as gas, rentals, and supplies
- Revenue
 - Local Revenue \$18,863,392 (increase 2.2%)
 - Increase in Earned Income Tax \$99,000
 - Decrease in interest income (-\$33,000)
 - Tuition students have increased to provide revenue covers 1 mill of tax
 - Real Estate Tax
 - Largest revenue source: 47% of total revenue
 - Common to be the largest funding source in PA schools
 - One mill of taxes brings in about \$151,000 in revenue
 - Assessed value decrease from prior year value
 - Revenue decrease at current millage rate because of tax appeals
 - If we don't raise taxes at all we will see a decrease in \$84,894 of revenue based on the current rate
 - Also owe refund of prior year tax revenue for appeal on property
 - Commercial property tax appeal revenue reduction \$-614,712

General Board discussion about the tax appeals of commercial properties and the impact on the District and other property tax payers such as homeowners. Board members expressed that want it to be clear that the tax increase is directly impacted by the reduction in revenue from business/commercial property tax appeals costing homeowners more.

General discussion about building permits and other possible growth/loss in district properties.

Mrs. Callahan continued presenting the following budget information:

- Real Estate Tax increase
 - Cost of tax increase on average homeowner
1 mill \$1.91/month, 3.5 mill \$6.68/month
- State Revenue \$12,788,321 (increase of 2.9% over prior year)
 - Reviewed each of the subsidies, reductions, and reimbursements
 - Basic Education subsidy (+3.2%) because of increase this year
 - Special Ed Subsidy (+3.1% increase) from increase this year
 - Budgeted Education Subsidy at current year amount; Prior year increase was substantial amount compared to last several years
 - Governor's proposed state budget includes substantial increase and investment in education for 2nd year
 - Not included in Draft budget at this time; very unlikely to receive proposed amounts
 - Explained that amount depends on many different factors and is ultimately a legislative decision so it is difficult to estimate and often unknown when we pass our final budget

- Provided examples of figures on slide

General Board discussion ensued about stated subsidy and state budget. Several Board members stated that it is an election year.

Mrs. Watson noted that the Education Director (Ortega) just left and that may have an impact.

Mrs. Callahan commented that we could possibly get a 2-3% increase realistically, which could reduce our deficit, shared other examples from governors proposed budget. She reminded Board members that it is an estimate when we budget.

Mrs. Guido added further clarification. She indicated it appears the Board can adopt a budget based on estimated increases at the state level and not show the deficit but know that it may not happen or adopt it at the current level and show a deficit which would lead to a tax increase.

Mrs. Callahan stated currently she recommends a 3.5% mill tax increase based on the overall budget figures, but said ultimately it is a Board decision.

Board members discussed tax increases at various amounts. Several Board members stated that the tax appeal resulting in such a large decrease in revenue is the driving factor. Board members commented about the need to increase taxes to avoid future issues with funding.

Mrs. Callahan also commented that based on data, historically the District ends up in better financial shape than originally budgeted and estimated.

Mrs. Watson stated that she thinks there are that are a substantial costs that could be reviewed.

Ms. Shank stated she would like to see the tax increase reduced if possible but also continuing to provide services needed as indicated in expenditures.

Mrs. Guido commented that some of those things are required so there would still be a cost.

Mrs. Callahan stated that Administration tries to explain the value and need for services as they come up throughout the year based on recommendations for agreements and programs.

Mrs. Callahan continued presenting the following budget information:

- Federal Revenue \$1,128,327 (3% of revenue, decrease of -0.7% this year)
 - Do the same things with the typical funds - Title I, Title IIA, Title IV
 - Highlighted ESSER funds \$750,327;
 - Reviewed the continuation of the plan started last year to use funds over a 3 year period and the details of each item expected and budgeted for 22-23:
 - Majority of funds being spent on personnel - 9 teachers to allow for PLC, PD, virtual learning/case managers, coaches/tech coach, dean of students

Mrs. Watson asked if there are details anywhere about what each of the personnel and programs are.

Mrs. Callahan responded yes.

Mrs. Watson asked if summer and tutoring programs are already defined - is it planned, conceptual, or are we purchasing a curriculum?

Dr. Wagner clarified funds for the it is basically paying for teachers and transportation for a summer learning program for lowest 30% of elementary population using targeted interventions.

Mr. Kaczor asked what it will look like in our budget when the ESSERS funds go away - will these positions just go away?

Dr. Wagner said the coaches are working with the professionals to strengthen their efficacy so they can better serve our kids as well as providing specific training based on their professional learning needs and needs of their students. For example LETRS training - science of reading being used to better equip our kids and their various needs. Dr. Wagner shared details about each line item what the professionals are doing to improve what we are doing as a District.

Dr. Wagner said the intention is that by the end of the third year, we won't need the assistance because we make the growth needed by then so yes, the positions and programs would mostly go away.

Mr. Kaczor asked if there will be an extension to the money.

Dr. Wagner said not that we are aware of anything of the sort. She explained that we absorbed the Social Worker position into our District funded budget this year because it is necessary moving forward. She stated she would like to see us add an instructional technology coach based on how education has changed. The goal has been to try to absorb certain parts of it over time.

Mrs. Callahan commented that we are spending about \$700,000 this current year as well with our ESSERS funds as part of our 3 year plan and our plan to gradually reduce revenue costs.

Mr. Kaczor asked if we should consider a higher tax increase to allow us to continue to absorb this over the next year, and because we cannot count on increases going forward.

Mrs. Guido mentioned a possible increase in subsidies budgeted.

Mrs. Watson asked if the \$168,000 for professional instructional support is paying teachers to come in.

Dr. Wagner said yes, the bulk of it is for them to come in to work on curriculum, training, etc.

Mrs. Callahan added that the instructional materials and programs show an additional \$55,000 and this is for the resources we are purchasing.

Dr. Turk added that the PD and curriculum work we need to do within K-12 departments. She explained the LETRS training and program for the ELA dept. She referenced consistency in teaching and equity to learn. She also referenced ECRI.

Mrs. Callahan shared additional information to outline the 3 year plan for ESSERS funds to strengthen PLC process, PD, MTSS, instructional tech coach, synchronous virtual learning at elem level, eAcademy, and technology and/or capital improvements to improve ventilation and/or spacing.

Mrs. Watson asked about the trauma-informed training and who would provide the training.

Dr. Wagner said it is training teachers in how to better instruct students based on the approaches they learn.

Dr. Turk elaborated that she is considering using a consultant, Susan Terasevich, for training and that it would be completed in 2023-2024 school year.

Mrs. Guido asked if District can write SEL or behavior specialist into an IEP and bill for Access.

Dr. Egnor responded we can bill if it is a licensed service.

Mrs. Callahan continued presenting the following budget information:

- Fund Balance
 - Estimated ending fund balance \$2,437,508 which is 7.1% of expenditures
 - If budget deficit exists, it reduces fund balance by - \$317,759 and then ending fund balance would be \$2,119,749 which is 6.2% of expenditures
 - Mrs. Callahan reminded Board that undesignated fund balance must be under 8% if raising taxes

Mrs. Watson asked when the last time it was increased.

Mr. Kaczor responded it has been increased each year for the past several years due to PSERS. He asked if tax increase should be higher for future needs.

Mrs. Callahan stated she does not recommend going above 3.5 mill increase because historically we end up not using as much as the fund balance as we plan to use. She does not believe a higher tax increase is responsible for the tax payers based on the current budget draft.

Ms. Shank said it may be difficult to increase less, but we need to think about it and try to lower the increase.

Mrs. Callahan again stated she recommends some type of tax increase but not to go above 3.5 mills and that we can assume there will be an increase in the state subsidy so she will include that in proposed budget. She added that historically the district is responsible about what we spend over the course of the year.

General Board discussion regarding decreasing the tax increase. Various members provided opinions on tax increase amounts.

Mrs. Key suggested that members digest the information and think about it so that we can move forward with the budget. She added that she does not like paying taxes on 2 buildings in Burrell but also understands why we have to do it and how it funds the education and programs needed.

Mrs Callahan stated next steps require Board to adopt the Proposed Budget in May and Final Budget in June.

Mrs. Watson asked about ESSERS and what is required for the District to report, where that info is reported and who has access to it.

Dr. Wagner responded that we have to report how we use the money, the number of children it affects that are serviced, etc. Dr. Wagner said it is a PIMS reporting tool.

Mrs. Watson asked if health and safety plan is connected to the next year of ESSER funding.

Dr. Wagner said we have submit our revised plan yearly.

Comments from the Public

None

Adjournment at 10:45 PM

| | | |
|---------|--------------------------|-------------------------|
| MOTION: | Motion by: Mr. Vinkovich | Seconded by: Mr. Kaczor |
| VOTE: | Roll Call: All in Favor | Motion Carried |



Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/mls