

**BURRELL SCHOOL DISTRICT
SPECIAL BOARD MEETING MINUTES
MAY 7, 2024**

Call to Order

The Burrell School District Board of Directors Special Board Meeting was held in the High School Board Room and was called to order at 7:35 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, Ms. Tricia Shank (left meeting at 9:05 pm), Mrs. Nikki Watson, Mrs. LeeAnn S. Guido, Mr. Rick Kaczor, Mr. Tom Deiseroth, Mrs. Jean Schager and Mrs. Pam Key

Board Members Absent: Mr. Timothy J. Vinkovich

Quorum present

Others Present: Dr. Shannon L. Wagner, Superintendent, Mrs. Jennifer S. Callahan, Business Administrator/ Board Secretary and Solicitor Lee Price

Student Representatives Present: None

Executive Sessions

May 7, 2024 - 7:00 PM – Personnel Agenda

Comments from Public - Agenda Items Only

None

District Facilities and Capital Improvements Information

Dr. Wagner stated the purpose is to be able to walk away with the idea of what grants you want to apply for and future plans for capital improvements.

Dr. Wagner provided information and grant application options and that the grant can be up to \$5 million and in certain categories. She reviewed the potential plans and needs regarding items that fall within the allowable bond categories. She discussed estimated costs and funding sources including potential grant and bond issues.

Dr. Wagner reviewed the following potential plan options for boilers, heating and ventilation and AC items with estimated construction costs and grant maximum and remaining costs to be covered with bond issue:

1. Bon Air/High School–Heating/ventilation: Cost \$5,232,000 less grant max \$3,450,000
2. Bon Air/High School–Heating/ventilation and AC: Cost \$8,932,000 less grant max \$5,000,000
3. Bon Air/High School–Heating/ventilation; AC; Boilers/controls: Cost \$12,482,000 less grant \$5,000,000
4. High School–Heating/ventilation; AC; Boilers/controls: Cost \$6,950,000 less grant max \$5,000,000

Dr. Wagner reminded the Board that with this grant, one application of multiple buildings must be within one category, heating/ventilation and AC would be one category and boilers would be another category. Mr. Kaczor asked about the grant's length of time and if there could be another round of grants.

Dr. Wagner stated this grant can be for projects through December of 2026. She believes there are guidelines about additional applications. She stated she believes it is unlikely that we would get awarded additional money if we get this one.

Dr. Wagner explained that with this grant, we can apply for up to 75% of eligible costs not to exceed \$5 million.

Dr. Wagner discussed some of the boiler parts that were replaced in November.

Mr. Kaczor stated he thinks it would be irresponsible not to apply for the grant to cover the High School needs due to the age of the building equipment. He believes option #4 is the best option and do one school at a time.

Ms. Shank asked for the name of the grant.

Solicitor Lee Price stated it is called the Public School Facility Improvement Grant.

General discussion ensued about applications and grant period.

Mrs. Guido stated she agrees that its most important to focus on aging equipment at the High School. She suggested that if the Board decides to take out a bond for \$10 million, we would have other funds to put toward the other projects. She believes option #4 is the best choice.

Solicitor Lee Price suggested they could do two buildings if they choose option #2.

General discussion ensued about what items to do and costs and grants.

Mr. Kaczor stated he thinks there is a better chance getting funding for cost of items that are older.

Mrs. Beveridge stated she agrees with Mr. Kaczor in regards to option #4.

Mr. Deiseroth stated he thinks option #4 makes the most sense.

Mrs. Key stated she agrees.

Dr. Wagner reviewed potential construction costs for District overall facilities items including potential restructuring of buildings. She discussed the costs of doing all ventilation work (AC, boilers/controls, heating/ventilation) plus Bon Air paving along with closing Stewart and the addition at Bon Air (classrooms/cafeteria), the overall cost is about \$25 million. If we put 5th grade at Huston Middle School the overall cost is about \$10 million.

Mrs. Callahan presented and explained financial history regarding bonds and tax increases including the following:

- Bonds outstanding
 - Bond issued for specific construction since 1996:
 - 1996 bond issue \$20,075,000 for renovation to Bon Air, High School, and Stewart
 - 2005 bond issue \$25,850,000 for additions and renovations to Middle School; Roofing and renovations at High School; and Roofing and Renovations at Stewart
 - Bond refundings for cost savings and/or to generate capital to use for other District maintenance includes 1999, 2004, 2009, 2013, 2014, 2017, 2019

- Estimated cost of potential Bond issues:
 - Borrow \$5,000,000 cost \$207,000 per year in payments; equals 1.37 tax mills
 - Borrow \$9,835,000 cost \$400,000 per year in payments; equals 2.64 tax mills
 - Borrow \$20,000,000 cost \$925,000 per year in payments; equals 6.11 tax mills
- District real estate tax increase history relating to building projects:
 - 1987-88 and 1988-89 Tax increase 5.26 mills for Building Projects bond issue
 - 1995-96 and 1996-97 and 1997-98 increase 9.8 mills for Building Projects bond issue
 - 2006-07 and 2007-08 and 2008-09 increase 7.9 mills for Building Project

General discussion ensued regarding bond issues and costs.

Dr. Wagner stated that the architect study shows that Stewart needs about \$17 million in construction and upgrades to make it feasible for use.

Mrs. Watson stated there is a cost to close Stewart because we would need to add on to Bon Air. She asked if we had to keep Stewart open, would we be able to maintain it.

Mrs. Schager commented that we would not really need to spend \$17 million.

Mrs. Watson stated she agrees that we need to close Stewart but looks like we will be spending more money up front.

Mrs. Beveridge stated but the population may decrease and is already low.

Dr. Wagner reminded them that Stewart is really an old structure so adding on to Bon Air would be putting money into something that will sustain us into the future. It is important to make it count when we issue bonds and it is important to be forward thinking as we proceed with any renovation and construction.

Mrs. Schager asked if Stewart will be open for at least 1 or 2 years.

Dr. Wagner stated the roof in the auditorium is falling and there are water leaks that need addressed. She stated it is environmentally safe but long term we will need information.

Mrs. Schager asked isn't it better to try to close it sooner to avoid the extra costs.

Mrs. Guido suggested maybe having the 5th grade at Middle School for a year and if that works well, then we may not need to spend the additional funds to add on classrooms at Bon Air. She suggested that decision could be made a later time if we do a trial period at first.

Mrs. Guido added that the lack of air conditioning and the extremely uncomfortable temperatures are something people really complain about.

General discussion ensued about closing a school mid-year.

Mrs. Guido asked about the legal requirement for closing a school and the 3-month waiting period. She suggested the Board consider taking action sooner rather than later.

General discussion ensued about closing Stewart quickly and the changes that would occur if the District were to try to close Stewart for next school year.

Dr. Wagner stated she is concerned about the difficulty on staff.

Dr. Wagner stated during the year the District could be working to sell the property.

Mr. Kaczor asked Mr. Ferra, since he is the current Principal at Stewart, if he thought it could be closed for fall.

Mr. Ferra stated we have already created schedules and ideas of where everyone will be. It would be uncomfortable for a few years, but it is doable.

Mrs. Schager stated she is concerned about any financial consequences with keeping it open another year.

Ms. Shank exited the meeting at 9:05 PM.

General discussion ensued about timeline and public hearing requirements.

Solicitor Lee Price explained the Board is required to have a public meeting is explaining the proposal to close Stewart School and why the Board believes they should. A transcript of the public comment must be maintained.

Solicitor Lee Price stated the public hearing must be advertised at least 15 days prior to the meeting.

General discussion ensued about notifying teachers about potential for closing for 2024-25.

Mrs. Key stated she is not in favor of moving that fast.

Mr. Kaczor asked Cybil Federer to provide her opinion as the teacher union leader.

Mrs. Federer stated she is concerned about the speed and would need time to think about it. She stated she is concerned about the new curriculum for K-8 and planning to use that so extra time would be needed for them. She added that if 5th grade is moving to the Middle School, some of the programs probably do not have necessary components so those teachers may need to build a new curriculum. She also stated she has concerns about physically moving and packing up and unpacking in the time frame provided. She stated these are just some concerns off the top of her head.

Mrs. Guido stated she agrees that those are valid concerns but believes we need to make a decision in the fall and start planning. She suggested to consider holding the public hearing in June.

Solicitor Lee Price stated that the hearing is only to get the publics comment on the closing.

General discussion ensued about having the public hearing soon, possibly in June.

Mrs. Watson suggested instead of having the meeting here, have it at Stewart so people can see the building.

Dr. Wagner stated that is a good idea to have the meeting at Stewart.

Mrs. Watson asked about the auditorium and if it is usable.

Dr. Wagner stated the balcony is falling and it is not being used but the auditorium is able to be used, just not balcony area.

Dr. Wagner suggested the public hearing could be held on June 25, 2024 at 6pm at Stewart for discussion of closing Stewart.

Mrs. Callahan stated she will need to get a stenographer for transcription

Public School Facilities Grant Information

Dr. Wagner explained the resolution that is needed to proceed with the Grant application.

Approval of Resolution Appointing Bond Financing Professionals for Capital Improvement Projects

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

DISCUSSION:

Mrs. Watson asked about selling a school building.

Solicitor Lee Price responded if the District does a private sale, it must get court approval. If the District does a bidding and award it, then it can be done without court approval.

Mrs. Callahan asked Solicitor Lee Price if the Board can have specific stipulations in the sale agreement such as allowable uses, etc.

Solicitor Lee price stated that it is possible.

VOTE: Roll Call: All in Favor Motion Carried

Comments from Public

None

Adjournment at 9:30 PM

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



Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/mls

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
May 14, 2024**

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 7:05 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, Mrs. Jennifer S. Callahan, Business Administrator/ Board Secretary and Dr. Gregory Egnor, Director of Student Services

Student Representatives Present: Jason Wagner

Executive Sessions

May 7, 2024 - 7:00 PM - Personnel Agenda

May 14, 2024 - Immediately following meeting - Personnel Agenda

May 21, 2024 - 7:00 PM - Personnel Agenda

Approval of Minutes

Agenda Meeting – April 9, 2024; Regular Meeting – April 16, 2024

Approval of 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

Courtney Kobelenske, resident/parent

- *Agenda item 8a3 – Facility Improvement Grant Application: Questioned if this for security project at Bon Air shown in the newspaper and requested similar security cameras and sensors for Middle School*

Dr. Wagner stated that the camera and security upgrade is not Agenda Item 8a3. Dr. Wagner did explain that the security project is being implemented at Bon Air, High School and Middle School.

Courtney Kobelenske, resident/parent

- *Expressed her gratitude and support for security because it keeps everyone safe and happy*
- *Agenda item 8b2 - Grade Point Resources Agreement: Questioned if it is for the people now with GPR or if it is to eliminate Key Solution service.*
- *Expressed her opinion that there is more consistency going forward*

Dr. Egnor stated he is recommending to use only Grade Point Resources next year and they will give opportunities to KeySolution employees that are here if they want to move to Grade Point Resources to remain in the District. He explained that it is up to the District as far as placements of support staff aides, but he intends to keep things the same as much as possible.

Dr. Egnor stated he thinks the new agreement will be more favorable and hopes to keep staff more stable. He stated that finding people for positions and employee absences have been an issue. He said when people that support classrooms and students with needs are not available it creates issues District-wide.

Ron Welker, resident/parent/city council member

- *Agenda Item 9h - Depositories: Asked what bank is District Depository and if others were considered*

Mrs. Callahan responded that the District uses multiple banks and funds are kept in various accounts. First National Bank is the main depository used for checking and payroll accounts, but funds are also kept with First Commonwealth, PNC, Pennsylvania Local Government Investment Trust and Pennsylvania School District Liquid Asset Fund. All accounts and investment of funds are within the legal requirements for school district investment of funds.

Reports of Administration and Standing Committees

SUPERINTENDENT - DR. WAGNER

Student/Staff Recognition and Reports

Student Representatives Report

Student Representative Jason Wagner reported:

- Mrs. Aranyos, High School Librarian, just got him the MASH book from Pottsville Public Library and he is currently reading it. He thanked her for getting it for the school.

Permission to place a Student Teacher from Seton Hill University at Stewart Elementary, Huston Middle School and Burrell High School for Spring Semester 2025

Dr. Wagner stated the student is a music educator so he will be placed at multiple buildings.

Approval of Resolution Authorizing Public School Facility Improvement Grant Application (Attachment 5-1A)

Dr. Wagner stated last week we had a separate public meeting for the purpose of talking about grant application and facility improvements. Last week the Board directed Administration to proceed with the grant application for High School boilers, heating and ventilation and air conditioning. She stated she is requesting approval tonight so they can finish writing the grant.

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

DISCUSSION:
Mrs. Watson asked if we always do resolutions for grants over a certain amount.

Dr. Wagner responded no, but this grant requires a resolution.

VOTE: Roll Call: All in Favor Motion Carried

Approval of Flexible Instruction Days 2024-2025

Dr. Wagner reviewed the Flexible Instruction Day application. She stated she believes it is good to have since it allows for certain emergencies that may occur during the school year. It can be used for weather as well. The application requires examples of lesson plans so that has been provided and the application is due by June 1st.

Mrs. Key asked how many days this permits.

Dr. Wagner responded it will allow for up to 5 days. We used 2 days over a 3 year period in the past.

Mrs. Watson stated that could be a problem if small children must bring their chromebooks home each day if it is not planned ahead of time, that may be a lot for the little ones.

Dr. Wagner stated we could work to try to have students take them home when needed. We can also change a day with one of the faculty planning/collaboration days but wants to have it in place.

General discussion about the use of Chromebook and them getting lost and/or damaged.

Student Representative Jason Wagner stated he went through 3 chromebooks this year and none of which was his fault, so it does happen.

Dr. Wagner stated that this year only 3 families requested hotspots so that shows that nearly all of our families have internet.

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

Approval of School Based Mental Health Services Roles and Responsibilities Agreement with Family Behavioral Resources to provide behavioral health services for 2024-2025 school year

Dr. Egnor explained that over the past few years Wesley Family Services has provided these services at no cost to the District. The insurance of the student who is using therapy will be billed but Wesley informed us they are no longer operating under that model so this would be a cost to the District.

Dr. Egnor stated he worked with county officials to try to find a different agency to provide these services. They suggested Family Behavioral Resources and there will be no cost to the District. It takes a few months for it to be approved by the county and State Department of Human Services. This would allow us to get counselors in place for next school year. Family Behavioral Resources has a better recruiting system for obtaining counselors. He added that he may also research a local private provider to be able to provide services for those who have private insurance.

Dr. Egnor thanked Mrs. Guido for her assistance with this process as she is involved in this in her role at her work.

Dr. Egnor stated he is excited about this and pupil services provides a lot of services, but this has been a barrier for kids and families getting hooked up with supports.

Mrs. Watson asked for clarification if we are not working with Wesley any longer but are changing to this vendor. She asked will they do outpatient and inpatient.

Dr. Egnor explained outpatient school-based counseling.

Mrs. Watson asked is this currently happening in the school.

Dr. Egnor responded yes through Wesley, but they are stopping that model through the county.

Mrs. Watson asked do we have a designated therapy room.

Dr. Egnor responded yes, but it will need recertified by the county. The room must be private, with a phone, etc. It is not designated for this purpose at all times because it is not done all the time.

Mrs. Guido asked if the Family Behavioral Resources at the local Lower Burrell office has psychiatric services.

Dr. Egnor responded yes.

Mrs. Guido stated that is good news.

General discussion ensued regarding therapies and psychiatry.

Dr. Egnor stated this is a huge advantage.

Student Representative Jason Wagner asked does every case have a therapist and psychiatrist.

Dr. Egnor responded it is up to the service provider; schools do not make those decisions. As a school, we are simply connecting the family for services.

Mrs. Watson asked about turnover with Family Behavioral Resources.

Dr. Egnor responded that they have a strong reputation and seems to have less turnover.

Mrs. Schager asked do they accept other insurance besides medical assistance and UPMC.

Dr. Egnor responded no, that is why he is looking at a private provider to offer for others who need it.

Approval of Agreement for Personnel with Grade Point Resources for 2024-2025 school year

Dr. Egnor explained that this is master agreement to provide a rate for all services we may need and/or use and has worked with them for several years. We focus mostly on Para, Prevention Specialist and Counselor Services. Para rate is slightly less than what KeySolution was offering. He stated he did a comparison of the organizations and both have similar costs to us, but Grade Point Resources is about \$10,000 less to the District for the 2024-2025 school year for all of the services needed. Also, Grade Point Resources provide better pay to employees and better benefits. The owner of Grade Point Resources is a resident of Lower Burrell so she wants to provide best staff possible. He hopes that retention will be higher and to keep the staff we are working with right now.

Dr. Egnor stated upon approval, the paraprofessionals (21 on staff) can remain with KeySolution or apply to Grade Point Resources and be able to remain in Burrell School District.

Mrs. Guido asked if there is any contractual language for employees to leave one employer and go to the other.

Mrs. Guido stated it will be good to have one stop shop. She worked with Grade Point Resources in the past and believes she is a good employer so should be good for our paraprofessionals as well.

Approval of Student Work Agreement with The Craft Escape LLC

Dr. Egnor stated this agreement allows life skills students to use the local venue to learn independent living skills through the location. It is basically allowing them to do apartment living tasks such as maintain an apartment/cleaning, economy, shopping, cooking, learning about finance, etc. The owners are employees of the District who created this business and are very interested in the partnership. He explained this will enhance learning for students who have IEPs and need these skills.

Dr. Egnor stated it is no cost to the District even though it is called a rental agreement. The location is convenient and an opportunity like this for students is huge.

Mrs. Guido asked if students will complete permission forms and stated she is concerned about the social media clause.

Dr. Egnor stated the social media will be handled by the District if approved and they will put it in part of the permission slip.

Mrs. Guido stated she has concerns with social media and would prefer to have it off the table.

Mrs. Watson agreed but asked if it is just the same as the District posting things on social media.

Dr. Egnor stated he can talk about it with the owners and remove it. He stated that if a parent signed a form not to permit pictures, we wouldn't use them on social media.

Mrs. Guido stated there needs to be clear parental consent about it. She has more concern when other companies' social media can be included. However, if it is already being done and there is informed consent by parents she understands promoting our local businesses as well.

Mrs. Key stated she kept her business off social media because it involved children.

Student Representative Jason Wagner suggested that Mrs. Kobelenske speak to it as a parent.

Mrs. Kobelenske stated she would find certain parts offensive if publicized for example about learning about hygiene or basic cleaning.

Dr. Egnor stated we will control the social media and will correct the language before final approval.

Mrs. Guido asked him to also be sure that the message is given that we appreciate their openness and what they are doing for the students.

Approval of Westmoreland Intermediate Unit Master Services Agreement for 2024-2025 school year

Dr. Egnor stated the Master Services Agreement from WIU listing services and costs and it is different than in the past.

Approval of Allegheny Intermediate Unit Services Agreement and Special Education Addendum for 2024-2025 school year

Dr. Egnor explained the services agreement with AIU is a typical annual agreement.

Mr. Kaczor asked if this is something new.

Dr. Egnor responded no.

Approval of Agreement with The Children's Institute of Pittsburgh for educational services for 2024-2025 school year with Extended School Year 2025

Dr. Egnor stated this is an annual agreement to provide special education services to students who are sent to the school per their IEP.

Approval of Agreement with Adelphoi Education, Inc. for educational services for 2024-2025 school year

Dr. Egnor stated this is another annual agreement and it includes guaranteed seats but that is not required so we are not agreeing to that.

Mrs. Schager asked for clarification about guaranteed seats.

Dr. Egnor stated you pay regardless if the student is there to get a lower rate, but we don't always have students there so it's not a good idea.

Approval of Agreement with Merakey for educational services for 2024-2025 school year

Dr. Egnor stated it is another annual agreement for when we need to send students.

Mrs. Guido asked where is the school located.

Dr. Egnor responded the school is located in Leechburg.

Mrs. Schager asked do we send a lot of students here.

Dr. Egnor responded we have not until now.

Permission to conduct Title I Summer Reading Program at Stewart School July 2024

Dr. Egnor stated this program will be held July 15 and July 22 at Stewart and he anticipates 4 classrooms.

Acceptance of Trauma Informed Educational Practices Proposal from Susan Tarasevich Learning, LLC

Dr. Egnor stated this is an item where Dr. Turk is recommending option #1. It works better for costs and fits with the Professional Development Plan and Behavior Specialist Marissa Ameris' schedule. She will be training staff on CPI. She will be attending train the trainer so that she can become the trainer for the District.

Dr. Egnor explained that Susan Tarasevich will do the 2nd year training which is going deeper in trainings. Then the following year, Mrs. Ameris would be trained to do the trauma informed interventions moving forward.

Mrs. Watson asked how many hours is the training.

Dr. Wagner stated this provides 3 hours.

Mrs. Schager asked for confirmation if the cost is \$7,000 total.

Mrs. Watson asked is this still from funds available from previous federal funding.

Dr. Wagner responded that is the cost and no, it is District funding at this point.

Mrs. Guido stated she believes it is cost effective.

Permission to discard obsolete textbooks and library books

Dr Turk is asking permission to discard textbooks that K-8 ELA teachers will no longer need based on implementation of Amplify. She contacted District employees to see if anyone can use any of them. She then contacted the public library, Salvation Army, MQA and Goodwill.

Student Representative Jason Wagner suggested that Dr. Turk offer some of the books to the students to see if they are interested.

Approval of Agreement with WESTARM Therapy Services, Inc. for occupational and physical therapy special education services 2024-2029

Dr. Egnor stated he has been working with them for about 10 years and for the duration of the agreement the cost is only up \$3/hour. He stated it is a cost-effective agreement and we have a good working relationship for students with special educational needs.

PERSONNEL: Approval of Personnel Log dated May 21, 2024

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

Approval of Northern Westmoreland Career & Technology Center 2024-2025 General Operating Budget

Mrs. Callahan stated the total budget is \$4,848,983 and the increase is \$507,606 which is 11.7%. The District contribution total is \$3,739,970 which is an increase of \$422,019. The District share is 20.6% which is the same as the prior year which equates to a contribution total of \$778,342 an increase of \$86,042.

Authorization of execution of an operation contract in amount of \$778,342 with Northern Westmoreland Career & Technology Center for 2024-2025 school year and approval of Resolution authorizing payments for District share of operating expenses

Mrs. Callahan stated this is the formal approval to pay our contracted share as indicated in the CTC bylaws and calculated in the budget.

Mr. Kaczor stated a lot is going on at the school and a lot of maintenance items are coming up.

Mrs. Beveridge asked if the districts can afford it.

Dr. Wagner stated that we are doing several new things at the CTC and considering satellite programs at the sending schools. We are also looking to increase options at the CTC. We are landlocked at the CTC but great things are happening to support the students who attend.

Dr. Wagner discussed the addition of the Aspiring Education Program which will allow juniors and seniors that are interested in becoming teachers to get started in high school and gain college credits toward their teaching degree while in High School. She stated students can receive college credit for doing this and then only need 1 or 2 years to finish.

Dr. Wagner stated the welding numbers are in the 90's so they need to double the equipment.

Mr. Vinkovich stated that the new Director, Dr. Hicks is all about the kids.

Mr. Kaczor stated since the new Director started, the Board members seems to be more excited as well.

Approval of Commercial Services Agreements with Orkin for a one-year term

Mrs. Callahan stated this was recommended by the Facilities Department. It is an increase of nearly \$2,000 for the fiscal year, but the Facilities Director believes the service and quality will be better and is needed.

Ratification of United Green Energy Contract for natural gas supply for period September 1, 2025 through August 31, 2028

Mrs. Callahan stated several years ago, the Board approved Keytex Solution as our exclusive Agent for consulting and obtaining Natural Gas service and her authorization to act on behalf of the District since timing is urgent when rates adjust and we need to lock in pricing. So, this agreement for the basis rate and has been approved as recommend by our consultant and authorized. The rate is the lowest it has been in several years so we decided to lock it in through august of 2028.

Appointment of Treasurer for a one-year term beginning July 1, 2024

Mrs. Callahan stated this is required for the Board to do annually and the current Treasurer is Mrs. Guido.

Approval of Resolution on check signatures

Mrs. Callahan stated this is required if there is a change in Treasurer, but we typically have the Board to approve regardless to verify your authorization.

Approval of Depositories

Mrs. Callahan stated this is required each May, the listing of all of our bank depositories including main accounts and investment accounts through PLGIT and PSDLAF. All accounts are allowable per the PA school code requirements for investment of public funds.

Adopt Proposed Final General Fund Budget 2024-2025

Mrs. Callahan presented the Proposed Final General Fund Budget 2024-25 details as follows:

- Total Revenue \$36,342,174 and total Expenditures \$36,514,640 leaving Deficit of \$-172,466
- Includes use of \$890,000 of Fund Balance and a Real Estate Tax Increase of 4.5 mills
- Changes since Draft Budget: Deficit was \$-370,650; Decreased Expenditures \$168,540 and Increased Revenues \$29,644 resulting in deficit of \$-172,466; Explained and presented each specific adjustment that makes up the Decrease in Expenditures and Increase in Revenues
- Reviewed detail Expenditure total \$36,514,640; increase over prior year \$318,418 +0.88%
 - Explained major category amounts: Payroll, Retirement, Health Insurance, Instructional, Curriculum/Textbook adoption, Technology, Cyber Charter School Tuition, Special Ed Services, Special Placement Tuition, Psychologist Services, Social work Services, Safety Security, NWCTC Contribution, Online Ed, Technology Services, Bond Payments, Facilities, Transportation, and Athletics.
- Reviewed detailed Revenue total \$35,342,174 increase over prior year \$145,952 +0.4%
 - Local Revenue total \$20,448,821 increase \$696,529 +3.5%
 - Real Estate Tax amount \$16,447,521 increase \$511,766 +3.2%
 - Increase is 4% increase on tax rate;
 - Total assessed value did not increase from prior year (no natural growth)
 - Assessed value decreased by \$632,400 a few years prior from some large commercial property tax appeals and has not recovered.

- Total assessed value rate is same as 2015-16 value and at that time expenditures were \$7.6million less
- Impact on average homeowner:
 - Average homestead property value is \$23,000
 - Tax increase of 4.5 mills less homestead reduction equates to \$60 more in taxes for the year or \$5 per month
 - Earned Income Tax amount \$2,180,000 increase \$210,000 +10.66%
 - State Revenue total \$14,593,253 increase \$734,358 +5.3%
 - Basic Ed Subsidy \$7,009,509 increase \$293,195 +4.4%
 - Special Ed Subsidy \$1,475,479 increase \$16,251 +1.11
 - Retirement Reimbursement \$2,755 increase \$13,000 +0.5%
 - Social Security Reimbursement \$622,000 increase \$5,000 +0.8%
 - Property Tax Reduction \$1,062,103 increase \$177,881 +20%
 - Federal Revenue total \$410,100 decrease \$-895,920 -68.6%
 - ESSERS FUNDS decrease \$-885,000
- Fund Balance Estimated Ending Balance \$1,809,815 which is 5% of expenditures but if do not eliminate deficit, reduces Fund balance to \$1,637,349 or 4.5% of expenditures

Mrs. Callahan explained that the state format of the budget PDE 2028 has been prepared to reflect all of the information provided. It is provided to Board members with the worksheets. It is what they are officially asked to adopt. The school code requires that it is posted for public review for at least 20 days prior to voting on final budget. She added that we post it on our District website for public transparency.

MOTION: Motion by: Ms. Shank Seconded by: Mr. Kaczor

DISCUSSION:
Mrs. Watson asked about the removal of the PASS test.

Dr. Wagner explained that we believe our Behavioral Specialist, Marissa Ameris, can develop something that serves the purpose and is better so it is intended to not purchase and use the PASS survey and then we can remove that cost.

Mrs. Schager suggested that the increase in the tuition rate could result in losing some students so that revenue could decrease.

Mrs. Callahan stated she does not think the increase will result in current tuition students. She added that like most items in the budget, it is an estimate based on the information we have at this time.

Mrs. Guido stated it does not include anything that was discussed last week at least investigating the bond for \$10 million. She believes we should not post a proposed budget without including an increase that we are considering. She stated she feels it is unethical to post the Proposed Budget without the additional millage increase and then change it in June.

Dr. Wagner responded that also, by submitting grant application, we are agreeing to have 25% of the costs of the project on hand so increasing the millage also covers that requirement. She stated that if we are not awarded the grant there is no obligation to borrow the funds.

Mrs. Guido stated she does not feel it is ethical to post the budget if we may actually increase an additional 2 mills of tax.

Mrs. Callahan stated she did not include it at this point because she did not feel as though the Board has made a decision to increase taxes for bond payments.

General discussion ensued about public comments in newspaper and social media regarding the closing of Stewart and costs.

Mrs. Schager stated that the public questions seem to be about why the District hasn't maintained the building.

Dr. Wagner stated just because we haven't needed to do a bond issue for capital improvements, does not mean we have not maintained the building.

Dr. Wagner stated that in 2005 architects at that time, which was a different firm, recommended that Stewart no longer be used as a school building in the District, but at that time we repaved, replaced the roof and added the safety entrance.

Dr. Wagner stated we are maintaining our buildings as best we can. She added that we have been putting off the Bon Air paving due to the cost. Also, the Bon Air gym floor needs refinished, our Stadium pressbox and scoreboard need replaced and the roofs at Stewart need replaced. She reviewed some of the projects that have been done and items that still need updated.

Mrs. Callahan stated that maintaining is different than making improvements.

Mrs. Schager asked for clarification if the architects 19 years ago said we should close Stewart.

Dr. Wagner confirmed yes.

General discussion ensued about maintaining and capital improvements.

Dr. Wagner stated that there is a general rule that if you can accomplish the same thing for 50% less because the building is too old, it should be considered. It would cost \$17 million to improve Stewart and only \$6 million to add onto Bon Air and move students which is so much less.

Dr. Wagner reviewed enrollment numbers.

Mrs. Guido stated she agrees that maintaining and improving are different and all of this will need discussed in public. She does not want to invest money into a building that is not going to be able to support the needs. She added people are forming opinions and they are uninformed and suggested we spell out the facts.

Mrs. Callahan added that the annual savings to the operating budget from closing the building has not been included in the discussion that the public is having. As a reminder, closing Stewart would save nearly \$200,000 per year.

Dr. Wagner stated she is looking to put a blog with information out there so people can get the correct information.

VOTE: Roll Call: All in Favor Motion Carried

MOTION: **Motion to amend the motion to change the proposed budget tax increase to add 2 mills for potential bond issuance.**

Motion by: Mr. Kaczor Seconded by: Mr. Vinkovich

VOTE: Roll Call: All in Favor except Mrs. Schager, Mrs. Key, Mrs. Beveridge and Mrs. Watson voted NO
Motion carried

Student Representative Jason Wagner stated it sounds like all Board members agree with the need to close Stewart and make improvements to other buildings so he does not understand why some are not voting to do it.

Bond Issue 2024 - Summary Information

Mrs. Callahan stated she will have Alisha Henry of our Investments Banking Firm, PNC Capital Markets, here next week to review some potential bond issue information and explain the process so that we are prepared to move forward the following month.

Communications

Requests for Use of Buildings

Payment of Bills

Additions to Agenda (Agenda Meeting only)

Mrs. Beveridge asked if next year there is another possibility of a grant from state.

Dr. Wagner responded that we are focusing on the High School with this grant so we would focus on another part of study. She stated if we get the funds, we probably will not be allowed to apply for another grant.

General discussion ensued regarding grant applications.

Mrs. Key stated she wants to apply for a grant for sensory room at Huston Middle School because it needs totally redone. She asked can she do it or does someone from the District need to do it. She suggested it needs new materials.

Ms. Shank suggested maybe the Burrell Education Foundation would be interested in it.

Comments from Public

None

Adjournment at 9:34 PM

MOTION:

Motion by: Mr. Kaczor

Seconded by: Mr. Vinkovich

VOTE:

Roll Call: All in Favor

Motion Carried



Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/mls

**BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
May 21, 2024**

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 7:45 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, 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: Mr. Timothy J. Vinkovich

Quorum present

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

Student Representatives Present: None

Executive Sessions

May 7, 2024 - 7:00 PM - Personnel Agenda

May 14, 2024 - Immediately following meeting - Personnel Agenda

May 21, 2024 - 7:00 PM - Personnel Agenda

Approval of Minutes

Agenda Meeting – April 9, 2024; Regular Meeting – April 16, 2024

<u>MOTION:</u>	Motion by: Ms. Shank	Seconded by: Mrs. Guido
<u>VOTE:</u>	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)

<u>MOTION:</u>	Motion by: Ms. Shank	Seconded by: Mrs. Guido
<u>VOTE:</u>	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 reported:

- Thanked Amanda Pagnotta for inspiring Law class to participate in Citizen Police Academy: Emma Cooney, Emma Bingman, William York, Jillian Beck, Riley Hazlett, Mariah Kaiser, Kassidy Ferguson, Maddy Seelye, Maddy Frayer
- High School Life Skills students under Mrs. Cress leadership partnered with Intensive Support students from NWCTC to do a gardening event on May 15 for a beautification project

Student Representatives Report

Permission to place a Student Teacher from Seton Hill University at Stewart Elementary, Huston Middle School and Burrell High School for Spring Semester 2025

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

Resolution Authorizing Public School Facility Improvement Grant Application Information

Dr. Wagner stated we approved and discussed about this last week. The application is almost finished and will be in by the May 31 deadline.

Approval of Flexible Instruction Days 2024-2025

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

Approval of Elimination of Facilities Director position and Creation of Director of Athletics & Building Operations position

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

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

Approval of School Based Mental Health Services Roles and Responsibilities Agreement with Family Behavioral Resources to provide behavioral health services for 2024-2025 school year

Dr. Egnor stated he explained this agency and program last week.

Dr. Egnor stated he met with a private provider today to try to move forward with that agreement as well for next month as suggested by Mrs. Guido.

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

Approval of Agreement for Personnel with Grade Point Resources for 2024-2025 school year (Attachment 5-6)

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

Approval of Student Work Agreement with The Craft Escape LLC for period April 15, 2024 through June 30, 2026 (Attachment 5-7)

Dr. Egnor stated this allows students in the life skills program to perform independent living skills at The Craft Escape. He spoke with the owners about concerns with social media. They adjusted the language that they will not post on social media and will only repost anything the District posts.

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

Mrs. Guido thanked the owners Erin Pruitt and Amy Mitchell for allowing the District to partner.

Mrs. Key also thanked the owners.

Approval of Westmoreland Intermediate Unit Master Services Agreement for 2024-2025 school year (Attachment 5-8)

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

Approval of Allegheny Intermediate Unit Services Agreement and Special Education Addendum for 2024-2025 school year (Attachment 5-9)

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

Approval of Agreement with The Children's Institute of Pittsburgh for educational services for 2024-2025 school year with Extended School Year 2025 (Attachment 5-10)

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

Approval of Agreement with Adelphoi Education, Inc. for educational services for 2024-2025 school year (Attachment 5-11)

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

Approval of Agreement with Merakey for educational services for 2024-2025 school year (Attachment 5-12)

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

Permission to conduct Title I Summer Reading Program at Stewart School July 2024

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

Acceptance of Trauma Informed Educational Practices Proposal from Susan Tarasevich Learning, LLC

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

DISCUSSION:
Ms. Shank asked does this need to specify option #1.

Mrs. Watson asked would it change to option #2.

Dr. Egnor stated it is only for option one.

VOTE: Roll Call: All in Favor Motion Carried

Permission to discard obsolete textbooks and library books

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

Approval of Agreement with WESTARM Therapy Services, Inc. for occupational and physical therapy special education services for period 2024-2025 through 2028-2029 (Attachment 5-13)

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

DISCUSSION:
Mrs. Guido asked can we bill Access for any of this.

Dr. Egnor responded yes and we can bill Access and then generate revenue.

VOTE: Roll Call: All in Favor Motion Carried

PERSONNEL: Approval of Personnel Log dated May 21, 2024 (Attached)

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

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

Mr. Kaczor stated they had a meeting on Thursday and they approved the Aspiring Education Program which will be a satellite program at Burrell and 12 students signed up.

Mrs. Guido asked what does it look like.

Dr. Wagner stated you would expect it to be elementary education but it is actually special education and secondary certification.

Dr. Wagner stated we will share the program information with the Board. The students will do job shadows, lesson plans and spend time in all 4 districts. It includes field experience so it will be like the first few years of college. Depending on the college, some will offer enough credits that students could finish after two years of college if they do this program. We are also working with Penn State New Kensington to partner to offer a 3rd year. Point Park is also working on a paraprofessional track to become a teacher.

Mr. Kaczor stated the Workforce Investment Board Grant was approved for students so they can do work around the CTC that is a learning experience and paid through the WIB.

Westmoreland Intermediate Unit Report - Mrs. Watson

Mrs. Watson stated there is a summary report on the Board drive.

PSBA Liaison Report - Mr. Deiseroth

Mr. Deiseroth reported on SB 269

- SB 269 would reduce the Personal Income Tax rate
- Revenue for the state are currently greater than anticipated
- Budget talks so might have one done by end of June

BUSINESS - MRS. CALLAHAN

Approval of budgetary transfers (Attachment 5-14)

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

Approval of Northern Westmoreland Career & Technology Center 2024-2025 General Operating Budget (Attachment 5-15)

Mrs. Callahan reviewed a summary of the NWCTC 2024-2025 budget which is a total of \$4,848,983 and an increase of \$507,606.

<u>MOTION:</u>	Motion by: Mr. Kaczor	Seconded by: Mr. Deiseroth
<u>VOTE:</u>	Roll Call: All in Favor	Motion Carried

Authorization of execution of an operation contract in amount of \$778,342 with Northern Westmoreland Career & Technology Center for 2024-2025 school year and approval of Resolution authorizing payments for District share of operating expenses (Attachment 5-16)

Mrs. Callahan stated that the total contributions from the sending districts is \$3,739,970. Burrell School Districts share is about 20% for a total contribution of \$778,342. This is an increase over the current year contribution amount of \$86,042 so it is one of the larger increases in our District budget for 2024-2025.

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

Approval of Commercial Services Agreements with Orkin for a one-year term (Attachment 5-17)

Mrs. Callahan stated the total cost is about \$4,800 for the year for all 4 buildings. This is about \$2,000 more than the prior year.

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

Ratification of United Green Energy Contract for natural gas supply for period September 1, 2025 through August 31, 2028 (Attachment 5-18)

Mrs. Callahan stated this is to lock in a lower rate on our Natural Gas supply for the period indicated.

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

Appointment of Treasurer for a one-year term beginning July 1, 2024

Mrs. Callahan stated the current Treasurer is Mrs. LeeAnn Guido. You need to state the name of the person you are appointing when you make motion.

MOTION: **Motion to appoint LeeAnn Guido as Treasurer.**

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

Approval of Resolution on check signatures

Mrs. Callahan stated the resolution is permitting facsimile signatures so we can use electronic checks.

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

Approval of Depositories (Attachment 5-19)

Mrs. Callahan stated last week we reviewed the listing of all District bank account depositories and trusts. They are all in accordance with school code requirements for investment of school district funds.

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

Proposed Final General Fund Budget 2024-2025 – Board Approved May 14, 2024

Mrs. Callahan stated last week, the Board adopted the proposed General Fund Budget for 2024-2025 as follows:

- Total Expenditures are \$36,514,640 which is an Increase of \$318,418 or 0.9%
- Total Revenues of \$36,644,452 which including a 4.5 mill tax increase for operating expenditures and an additional 2 mills for future bond payments.
- Deficit without the additional 2mills of taxes is \$-172,246 and we have budgeted to use \$890,000 of fund balance to offset technology and textbook purchases.
- Main attributes to the tax increase of 4.5 mills for operating costs:
 - There has been no natural growth from real estate. The assessed value of the District is essentially the same as the prior year resulting in no revenue increase without increasing the millage rate. The overall assessed value of the taxable properties in the District are at about the same level as they were in 2015-2016.
 - Federal revenue has decreased by nearly \$900,000.
 - Costs of Special Education Services and Placement Tuition as well as Cyber School Tuition have increased by over \$265,000. The number of students being served and the services needed have increased. Over the past few years, the number of students needing placement has tripled to 18 and the number of contracted classroom aides and paraprofessionals needed to support our students has increased from 19 to 26.
 - Northern Westmoreland Career & Technology Center contribution has increased by \$83,637. This is due to the students we serve having more needs.
 - Employee medical Insurance costs have increased 12% due to increases in cost of services and increase in amount of services.
 - Main attributes to the tax increase of 4.5 mills for operating costs:
 - The 2 additional mills of taxes are for future bond payments for capital improvements.
- Tax increase to average homeowner:
 - Would be about \$106 for the year or \$8.83/month due to the increase in the Homestead/Farmstead Reduction amount expected increase.
 - Although the total tax increase is 6.5 mill or 6%, with the reduction of the Homestead amount, the average homeowner would pay about 4% more than last year.

Mrs. Callahan stated that the adopted proposed budget is posted on the District website and has been advertised for public review and is posted on District website. She added that we will continue to work on the budget to try to reduce expenditures and will present updated information in June for approval on June 18.

Mrs. Guido asked does our website track the number of views on budget.

Mrs. Callahan stated she will check.

Bond Issue 2024 Information

Mrs. Callahan stated over the last few months we have been talking about specific potential capital improvements and construction projects and school improvement grants. We have talked about the cost impact of bond issues but tonight I have asked our appointed underwriter – PNC Capital Markets to provide

detail explanation of the bond issue process and review the figures and answer questions so that we can be prepared to actually issue bonds in the near future. So I will turn it over to Alisha Reesh Henry, Managing Director at PNC to walk through information with you.

Mrs. Henry presented the following information:

- Existing Debt Profile of District including 2017 and 2019 outstanding bonds and payment amounts through 2032
- New Financing opportunity
 - Estimated needs for \$10-25 million
 - Tax exempt bonds provide cost-effective financing option
 - Bank qualified (up to \$10million) provides better interest rates and advantageous refunding features
 - Structure debt to wrap around existing debt service payments to minimize budget impact
- Timing
 - Bond issue typically takes between 75-90 days and Federal Tax law requires a commitment to spend 5% of proceed within 6 months and 85% within 3 years
- New Financing Issue Examples of Detailed Debt Service Schedules:
 - Bond issue 2024 \$10 million debt service with payments through 2035 that equates to approximately \$400,000 per year bond payments
 - Additional Bond Issue 2025 of \$10 million debt service with payments through 2039 equates to approximately \$400,000 additional per year bond payments

Mrs. Henry explained that strategic planning of bond issues makes sense and that keeping them bank qualified and arbitrage eligible reduces overall costs to the District. She explained that the District cannot issue bonds unless have an actual project. She also stated that that issuing bonds for 10 years is very short and effective.

Mrs. Henry stated these are all estimated figures and she feels that they are very conservative estimates. She also stated that the last time during the presidential election the market was pretty scattered in November. It might make sense to sell bonds by October and close in November.

Mrs. Guido asked if the rates get fixed when she sells the bonds.

Mrs. Henry responded that is correct. She added that she does not recommend doing a bond over 10 years at these rates.

Ms. Shank asked about the first \$10 million and if it would be fiscally responsible to take it out over more years to get the annual payment down?

Mrs. Henry explained that it is a wrap around and you only pay the interest for several years. This is an optimal wrap and so shortening or lengthening terms does not affect the immediate payment amounts.

Refunding the current 2017 issue is available but does not make financial sense. The 2019 issue will be able to be refunded but likely not for 5 years or later. There is nothing in the next 3 years for refunding.

General discussion ensued about rates and fed cutting rates.

Mrs. Henry stated that during the last presidential election, rates jumped $\frac{3}{4}$ of a percentage in one month. By approving a bond resolution in the near future, you can be ready to go with issuing bonds by October.

You already appointed bond counsel and underwriter, so next step will be to pass a Debt Resolution to authorize sale of bonds up to bank qualified and not to exceed rates set.

Solicitor Lee Price stated we are in a more stable market right now and added that issuing a Not to exceed is good because gives the underwriter the time to take advantage of best rates. It does require advertisement notice for a Debt Resolution so the Board will need to direct Administration to do so if you want to move forward.

Board consensus to move forward.

Communications

Requests for Use of Buildings (Attachment 5-20)

Mrs. Callahan presented the building use requests as prepared and recommended by the Athletic Director who oversees building use per Board policy.

<u>MOTION:</u>	Motion by: Mr. Kaczor	Seconded by: Mr. Deiseroth
<u>VOTE:</u>	Roll Call: All in Favor	Motion Carried

Payment of Bills (Attachment 5-21)

<u>MOTION:</u>	Motion by: Mr. Deiseroth	Seconded by: Mrs. Schager
<u>VOTE:</u>	Roll Call: All in Favor	Motion Carried

Additions to Agenda (Agenda Meeting only)

Comments from Public

Brian Guido, resident

- *Keep up the good job you are all doing*

Adjournment at 8:51 PM

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



Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/mls