

**BURRELL SCHOOL DISTRICT
REORGANIZATION MEETING MINUTES
December 3, 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 7:02 PM by Outgoing 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, Mrs. Nikki Watson, Mrs. LeeAnn S. Guido, Mr. Rick Kaczor, Mr. Tom Deiseroth, Mrs. Jean Schager and Mrs. Pam Key

Board Members Absent: Ms. Tricia Shank

Quorum present

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

Student Representatives Present: None

Comments from the Public - Agenda Only

None

Appointment of Temporary Chairman

Mrs. Key called for nominations for Temporary Chairman:

Mr. Kaczor nominated Mrs. Beveridge for Temporary Chairman.

Called for motion/second to close nominations:

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| <u>MOTION:</u> | Motion by: Mr. Vinkovich | Seconded by: Mr. Kaczor |
| <u>VOTE:</u> | Roll Call: All in Favor | MOTION CARRIED |

Appointment of Mrs. Beveridge as Temporary Chairman.

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| Roll Call: All in Favor | MOTION CARRIED |
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Mrs. Beveridge took over as Temporary Chairman.

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

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

Mr. Vinkovich nominated Mr. Kaczor for President.

Mrs. Guido nominated Mrs. Key for President.

Call for motion/second to close nominations:

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

DISCUSSION:

Mrs. Guido asked Mrs. Key if she is still interested in being President.

Mrs. Key stated she does not mind one more year but she is fine if the Board decides otherwise.

Mrs. Beveridge asked Mr. Kaczor if he wants to be President.

Mr. Kaczor stated he is fine with being nominated. He stated he would like to keep things moving along at meetings.

VOTE: Roll Call: All in Favor MOTION CARRIED

Mrs. Beveridge asked how this works.

Solicitor Andy Evankovich stated she should call for a Roll Call and each member should state which of the 2 nominees they are voting for.

VOTE – ROLL CALL: Mrs. Watson, Mr. Kaczor, Mr. Deiseroth, Mr. Vinkovich voted for Mr. Kaczor
Mrs. Guido, Mrs. Schager, Mrs. Beveridge, Mrs. Key voted for Mrs. Key

Vote results were 4-4.

Solicitor Andy Evankovich stated Mrs. Beveridge should go through the process again. He stated it is not unusual to have a deadlock for a president decision.

Mrs. Beveridge called for nominations for President.

Mr. Vinkovich nominated Mr. Kaczor for President.

Mrs. Guido nominated Mrs. Key for President.

Call for motion/second to close nominations:

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

VOTE: Roll Call: All in Favor MOTION CARRIED

VOTE – ROLL CALL: Mr. Kaczor, Mr. Deiseroth, Mrs. Schager, Mr. Vinkovich, Mrs. Watson, Mrs. Key voted for Mr. Kaczor
Mrs. Guido, Mrs. Beveridge voted for Mrs. Key

Vote results were 6-2 in favor of Mr. Kaczor as President.

President Kaczor took over as President.

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

Mr. Kaczor called for nominations for Vice President:

Mr. Vinkovich nominated Mrs. Key for Vice President.

Called for motion/second to close nominations:

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

DISCUSSION:
Mrs. Guido asked Mrs. Key if she wants to be Vice President.

Mrs. Key replied that she is fine with it.

VOTE: Roll Call: All in Favor MOTION CARRIED

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

Roll Call: All in Favor MOTION CARRIED

Approval of Resolution on Check Signatures

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

VOTE: Roll Call: All in Favor MOTION CARRIED

Appointment of PSBA Liaison – One (1) Year Appointment

Mr. Deiseroth nominated Mrs. Schager as PSBA Liaison.

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

VOTE: Roll Call: All in Favor MOTION CARRIED

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

Mr. Deiseroth nominated Mr. Kaczor and Mr. Vinkovich as the two (2) members of Northern Westmoreland Career & Technology Center Joint Operating Committee for a three-year appointment.

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

VOTE: Roll Call: All in Favor MOTION CARRIED

Appointment of Westmoreland Intermediate Unit Board of Directors representative to serve three (3) year term commencing July 1, 2025 ending June 30, 2028

Mr. Vinkovich nominated Mr. Deiseroth as Westmoreland Intermediate Unit Board of Directors Representative to serve three (3) year term commencing July 1, 2025 ending June 30, 2028.

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

VOTE: Roll Call: All in Favor MOTION CARRIED

Appointment of Andrews and Price as Solicitor

MOTION: Motion by: Mr. Deiseroth Seconded by: Mrs. Key
VOTE: Roll Call: All in Favor MOTION CARRIED

Solicitor Andy Evankovich stated this is only the 4th rate increase in 20 years and they would like to continue to serve the District. He thanked the Board for the appointment.

Set Time and Place of Monthly Meetings for 2025

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

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

Exceptions:

June 2025

Agenda Meeting: Tuesday, June 17, 2025, 7:00 PM

Regular Meeting: Tuesday, June 24, 2025, 7:30 PM

July 2025 – Meetings cancelled

December 2025 – Reorganization and Regular Meeting: Tuesday, December 2, 2025, 7:00 PM

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

DISCUSSION:

Mrs. Callahan explained the recommendation to move the June meeting dates a week later to meet the 30 day requirement between approval of proposed final budget in May and final budget in June.

Mr. Kaczor suggested we should consider having both agenda and regular meeting in one week.

General discussion ensued about meeting dates.

VOTE: Roll Call: All in Favor MOTION CARRIED

Comments from the Public

None

BOARD COMMENTS:

Mrs. Guido stated for the record she does not have a lack of trust for Mr. Kaczor as President but she expressed concern with his intent to move things along at meetings and would like there to be a balance between moving things along and allowing everyone to be heard. She also expressed her appreciation for Mrs. Key’s ability to show kindness when dealing with the public. She thanked Mrs. Key for a job well done as presiding President. She appreciates her doing the difficult job well.

Mrs. Watson expressed her appreciation for Mrs. Key’s work as President over the years.

Mrs. Beveridge expressed concern that the Board President is the face and voice of the Board so she believes it is important that things come across as politely as possible.

Adjournment at 7:25 PM

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

Seconded by: Mrs. Key
MOTION CARRIED



Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/mls

**BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
December 3, 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 7:26 PM by President Rick Kaczor.

Pledge of Allegiance

Solicitor Andy Evankovich, stated we do not need to recite the Pledge of Allegiance again.

Roll Call

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

Board Members Absent: Ms. Tricia Shank

Quorum present

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

Student Representatives Present: None

Announce Executive Sessions

December 3, 2024 – 6:45 PM - Personnel Agenda

Approval of Minutes

Agenda Meeting – November 12, 2024; Regular Meeting – November 19, 2024

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| <u>MOTION:</u> | Motion by: Mr. Deiseroth | 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 reminded the Board about the December 14 community event – Christmas in the Woods. It is the City of Lower Burrell's Festival at Kotecki Park and a Christmas parade ending at Stewart School.

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

None

PERSONNEL: Approval of Personnel Log dated December 3, 2024 (Attached)

MOTION: Motion by: Mrs. Guido Seconded by: Mrs. Key
VOTE: Roll Call: All in Favor MOTION CARRIED

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

Mr. Vinkovich stated the meeting is on Thursday and he will report at the next meeting.

Westmoreland Intermediate Unit Report - Mr. Tom Deiseroth

Mr. Deiseroth stated there is no report yet.

PSBA Liaison Report - Mrs. Jean Schager

Mr. Deiseroth reported:
Secretary of Education resigned and Interim Acting Secretary of Education was appointed

BUSINESS - MRS. CALLAHAN

Permission to dispose of chemical products

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

DISCUSSION:

Mrs. Callahan explained that at the November meeting the Board granted permission to dispose of these items, but there were concerns with the cost of disposal. Therefore, it is recommended to post the items on the Municibid site for auction.

Mrs. Beveridge asked about site and costs.

Mrs. Callahan explained that Mr. Vinkovich had mentioned that the NWCTC uses this site to dispose of equipment, so it was researched and found that it is a no cost site for the District to use so it is being recommended.

VOTE: Roll Call: All in Favor MOTION CARRIED

Communications

None

Requests for Use of Buildings (Attachment 12-1)

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

DISCUSSION:

Mrs. Key asked if anything came up with the wrestling program asking to use alternative security.

Dr. Wagner stated she had a discussion with Mrs. Rowe of Burrell Youth Wrestling in response but heard nothing after that.

VOTE: Roll Call: All in Favor MOTION CARRIED

Payment of Bills (Attachment 12-2)

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

VOTE: Roll Call: All in Favor MOTION CARRIED

Comments from Public

None

BOARD COMMENTS:

Mrs. Watson stated *The Tempest* was very good and the students did a nice job.

Mr. Ferra stated that the PIAA is adopting female flag football and he would like to explore it further. It would be a spring sport and right now it is set up that they would play on Sundays with multiple teams.

Mrs. Schager asked if this sport is added, do we need to add something for boys.

Mr. Ferra stated he will explore that.

Mrs. Beveridge asked about girl wrestling numbers.

Mr. Ferra stated we currently have nine and Middle School has some girls wrestling with boys as well.

Mrs. Beveridge asked how many students are on the swim team.

Mr. Ferra stated there are 3 students.

Adjournment at 7:36 PM

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

VOTE: Roll Call: All in Favor MOTION CARRIED



Jennifer S. Callahan
Business Administrator/Board Secretary