

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
MAY 13, 2025**

Call to Order

The Burrell School District Board of Directors Agenda Meeting was held in the High School Board Room and was called to order at 7:17 PM by 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, Mrs. Pam Key, Mr. Tom Deiseroth, Mrs. Jean Schager and Mr. Rick Kaczor

Board Members Absent: None

Quorum present

Others Present: Dr. Shannon L. Wagner, Superintendent, Mrs. Jennifer S. Callahan, Business Administrator/ Board Secretary, Dr. Gregory Egnor, Director of Student Services, Dr. Autumn Turk, Director of Curriculum and Development

Student Representatives Present: None

Announce Executive Sessions

May 13, 2025 – 6:30 PM - School Safety

May 13, 2025 – Immediately following meeting - Personnel Agenda & Litigation

May 20, 2025 - 7:00 PM - Personnel Agenda

Approval of Minutes

Budget Workshop – April 1, 2025; Agenda Meeting – April 8, 2025; Regular Meeting – April 15, 2025

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

None

Reports of Administration and Standing Committees

SUPERINTENDENT - DR. WAGNER

Student/Staff Recognition and Reports

Permission to place a Social Studies Student Teacher from Slippery Rock University at Burrell High School and Huston Middle School for Fall Semester 2025

Permission to advertise for construction project bids for the following project: High School HVAC Improvements

Dr. Wagner stated we have been talking for several months about construction projects. Last month we approved advertising for the Bon Air Project. She stated that the timeline and cost estimates for the High School HVAC project are posted for review and the Board will be asked to grant permission to advertise next week. The timeline indicates advertisement in July and awarding the project in August.

Dr. Wagner stated Jim Vizzini and Andreas Dometakis from HHSDR are present for any questions regarding this project. She stated it is just for heating and ventilation and controls at the High School.

Mrs. Beveridge asked if we are considering anything related to the pool on this project.

Dr. Wagner stated we should discuss the plans for the pool since there is substantial related cost in the preliminary estimate of the High School project for pool dehumidification.

Dr. Wagner stated she has surveyed High School students and about half have responded at this point. Preliminary results show that 88% disagree that swim class should be required and 83% have learned to swim with family or friends and not at school. The majority of them indicated that they have access to a pool other than at school.

Dr. Wagner stated we are currently in a co-op with Kiski for swim team and currently 7 Middle School and 3 High School swimmers from our district participate.

Mrs. Beveridge asked when the Board would need to make a decision about the co-op next.

Dr. Wagner stated we still have another year.

Dr. Wagner explained that the High School HVAC project shows a \$500,000 estimated cost for pool dehumidification. Architects can separate it as alternative bid so that the Board can decide on that separately. However, if we are going to keep the pool, we need to do the dehumidification. She would strongly urge the Board not to eliminate the dehumidification work if the intention is to keep the pool.

Mr. Kaczor asked if we proceed with the dehumidification of the pool and then decide to close it down the road, is there any other use for the equipment.

Mr. Vizzini responded that there is no other use. The District could possibly try to sell it.

Mrs. Guido asked if we move forward and do not install the dehumidification unit, but use the pool for a year or two, will that damage the rest of the project if the pool is not closed simultaneously.

Mr. Vizzini explained that pool air gets out of the pool so it is not recommended because chlorine abrasive moisture goes out. You could do a base bid to isolate the pool and run more appropriately with no dehumidification, but he added that he is not sure that makes sense. The pool area could be up to 100% humidity in there. You could operate a few years that way but he cannot say for certain how much damage will

be done to the area. It is hard to see the damage that is being done by the years of humidification. It can be damaging to the steel structure, roof, other equipment, etc.

Mr. Dometakis added that there has been damage in other areas near the pool as well.

Mr. Kaczor asked what is the estimated cost to repair the pool to what it needs to be.

Dr. Wagner stated the estimate from the architects a few years ago was about \$1.2M and that did not include dehumidification.

Ms. Shank asked if we shut down the pool, could the \$500,000 be put toward renovating the space.

Mr. Dometakis stated it can, but it would likely be over \$1M to fully renovate that space.

Mr. Vinkovich stated it sounds like if we fix the pool or change space, we would still be spending nearly \$2M.

Mrs. Guido stated that we could potentially close the pool and then not use the space immediately so we would save the \$500,000 and not spend additional money at this time. She asked if the air conditioning cost would increase if we include that area.

Mr. Vizzini responded if it is used as a gym or auxiliary gym or storage, it would not increase the cost. If it is used as offices or classrooms, it would need air conditioning but it could be done differently. That is not really very important in the decision about the pool.

Mr. Dometakis stated you could leave it unoccupied for several years until decided and could use it for storage.

Mr. Kaczor suggested putting in a false floor and asked about a cost estimate for that.

General discussion ensued about the pool and costs and ways to use the space.

Dr. Wagner asked the architects to gather information about various options for Board consideration.

Mr. Vizzini stated we can set the bid so that pool dehumidification is an alternate. The Board can then look at the costs of different options on what to do with that space. He stated they could have some ideas in June when making the decision to award bids at Bon Air.

Mrs. Callahan added that when we looked at the annual cost to maintain the pool a few years prior, it was a little under \$20,000 per year.

General discussion ensued about how to proceed with the pool.

Mrs. Guido stated we heard a lot from parents a few years ago and she suggested we survey Middle School students.

Dr. Wagner replied that she is in the process.

Dr. Wagner pulled data from November 2018 with estimates and to fully rehab the pool or to make it a basketball gymnasium and the costs were about the same costs.

Mrs. Key stated she wants to know how many families and kids are interested in swim team as well.

General discussion ensued about swim class.

Mrs. Schager asked if we are going to let kids decide if they take swim class.

Ms. Shank stated for her it is a budget decision and an educational decision.

Mrs. Key asked if the survey went out to parents.

Ms. Shank suggested after student information is received, that it is sent to families.

Mrs. Guido stated she believes the pool is an unnecessary expense.

Mrs. Schager stated we have a lot of things that are unnecessary.

Dr. Wagner stated she would recommend we use the space as something else.

Mrs. Watson stated the last time we talked about closing the pool, people showed up to voice concerns. She suggested that it is not the school's responsibility to put together a youth feeder team. She tried to bridge that gap and get those people to work towards it and they didn't do anything.

Dr. Wagner stated next week she will be asking the Board to approve advertising for bids and will keep the pool dehumidification as an alternate. The decision will need to be made by August regarding the use of the pool.

School Safety Report

Dr. Wagner stated the School Safety Report was reviewed as required during Executive Session. Dr. Roland and Officer Acquaviva were included to discuss school safety and next steps.

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

Approval of Agreement with Merakey for educational services for 2025-2026 school year

Dr. Egnor stated this is a school sometimes used for outside placement.

Mrs. Guido asked if this agreement is in place just in case students need to be sent there.

Dr. Egnor responded yes, we have this agreement in place in case we need to send students.

Approval of Agreement with Grade Point Resources for Personnel for 2025-2026 school year

Dr. Egnor stated this agreement is for our prevention specialists and paraprofessionals.

Mrs. Guido asked if it is only a one-year contract at their request or ours.

Dr. Egnor stated it was GPR request.

Mr. Kaczor asked about rates for paraprofessionals. He believes the rate has not changed in several years and we may need to have a conversation to increase rates so people can be paid a better wage.

Dr. Egnor stated that the rate paid to the workers is going up to \$1 per hour.

Mr. Kaczor asked who sets the rate and if it is comparable to other districts.

Dr. Egnor responded that he works with GPR to set rates and other districts rate ranges from \$12-\$18 per hour.

Mrs. Guido stated she does not think it is a good rate for the work they do but it is in line with other districts.

Dr. Wagner stated we do have a lot of turnover in these positions.

Mrs. Guido asked what it would cost to increase pay \$0.50 per hour and \$1 cost per hour for GPR rate charged.

Mrs. Callahan responded that it would be about \$22,000 for the year.

Mrs. Guido commented that it is close to the same amount as maintaining the pool.

General discussion ensued about costs and amounts that are paid.

Dr. Wagner explained the difference between paraprofessionals and prevention specialists. She explained that prevention specialists serve the entire school but paraprofessionals are assigned to one classroom or one student or a few students.

Approval of Agreement with Adelphoi Education, Inc. for educational services for 2025-2026 school year

Approval of Agreement with The Western Pennsylvania School for the Deaf for audiological services for 2025-2026 school year

Dr. Egnor explained this is a new agreement and that we are working with them because the WIU is no longer providing services for deaf or audiological. There is such a low usage in districts, so the WIU is having issues with staffing these positions. However, the District still has to provide service to students as needed. The Western Pennsylvania School for the Deaf will not have difficulty securing people for the services.

Mrs. Guido asked how the rates compare with what the WIU was charging us.

Dr. Egnor responded that these are slightly less than what we were paying the WIU, and that WIU was also proposing a substantial increase.

Approval of Agreement with The Western Pennsylvania School for the Deaf for itinerant services for 2025-2026 school year

Permission to discard obsolete textbooks and library books

Dr. Turk stated many of the books listed for discard are outdated and not used for a very long time. We are finding old textbooks as we are cleaning out space for closing Stewart and moving classrooms.

Dr. Turk stated that the last round was offered for donation and were put out at the Community Connection days and no organizations wanted them. A few were taken by community members. She suggested we will continue to offer as previously suggested and approved.

Permission to conduct Title I Summer Reading Program at Stewart Elementary July 2025

Dr. Egnor provided a pamphlet of information that is being provided to families to try to get them to attend our online school. It is being mailed to cyber charter school families. He is trying to develop relationships with families and students attending cyber charter schools. He recognized Speech Therapist Sara Schwartz for putting the pamphlet together with him.

Mrs. Watson asked if he is also letting them know about our online programs.

Dr. Egnor responded yes.

Ms. Shank stated that as we have been trying to keep kids involved and working on things for their schools to feel empowered, maybe we have students that could put together a Burrell Marketing video that could be sent out and/or used as well.

PERSONNEL: Approval of Personnel Log dated May 20, 2025

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

Westmoreland Intermediate Unit Report - Mr. Deiseroth

PSBA Liaison Report - Mrs. Schager

Accept resignation of Jean Schager as PSBA Liaison effective immediately

Appointment of Nikki Watson as PSBA Liaison to serve remainder of unexpired term through December 2, 2025

PSBA Delegate Appointment Information

Mrs. Callahan stated she provided the information in case any Board members are interested in attending the Delegate Assembly in October. It requires the Board to appoint the voting delegate to represent and vote on behalf of our Board. That information must be submitted no later than June 27 so the information is being provided now so the Board has time to decide if anyone will be appointed to attend.

BUSINESS - MRS. CALLAHAN

Approval of budgetary transfers

Permission to discard obsolete equipment

Mrs. Callahan stated she provided several documents indicating equipment that is outdated and/or broken that is being requested for disposal as per District policy.

Mrs. Watson asked if we post on Municibid.

Mr. Kaczor suggested putting anything and everything we are discarding on the list to see if we can sell it.

Board members agreed.

Appointment of Jennifer S. Callahan as Board Secretary for term July 1, 2025 through June 30, 2029

Mrs. Callahan stated we are required by school code that the Secretary must be appointed every 4 years.

Appointment of Treasurer for a one-year term beginning July 1, 2025

Mrs. Callahan stated we are required by school code to have the Treasurer appointed annually. The current Treasurer is Mrs. Guido, who does an excellent job. This role requires personal bonding and requires changes to all signature documents and letterhead.

Approval of Resolution on check signatures

Mrs. Callahan stated this is necessary for changes in Board officers, but we typically ask for approval annually to have record for continued use of electronic signatures.

Approval of Depositories

Mrs. Callahan stated we ask the Board for annual approval of bank accounts used and no changes have been made since the prior year.

Approval of Agreement with Trebron IT & Cybersecurity for Lightspeed Digital Insight Licenses for May 1, 2025 through June 30, 2028

Mrs. Callahan stated this agreement is being recommended by Technology Director Kellie Speer. She will be here next week for technical questions. In summary, COPPA – Children’s Online Privacy Protection Act was finalized and the final rule requires parents to opt into app use for students and requires other changes regarding student data collection.

Mrs. Callahan stated teachers use various app products for instruction and really the only student data that should be involved is student name, grade, Burrell email and possibly the related course. However, this tool will provide real-time monitoring and data so that we can ensure compliance. It will provide information if an app changes their privacy policy and will provide constant lists of any and all apps being used in the District.

Mrs. Callahan stated additionally, this helps protect us from vulnerabilities and is another tool in place to help keep our cybersecurity insurance costs low.

Ms. Speer provided a written explanation, recommendation, and a flyer about the program details. The cost is included in our budget. She researched a few other options as stated in her recommendation, but this product is the most cost effective. Kiski and Franklin Regional are also using this product and they have provided information to others in the county. If others sign up, our cost could decrease.

Mrs. Watson asked how would we make sure we are in compliance without this product.

Dr. Wagner replied we would likely need to hire additional technology staff to monitor apps full time.

Mrs. Watson stated she needs to understand the actual use of how it ensures we comply.

General discussion ensued about apps used by students and teachers for instruction.

Dr. Turk stated we have several paid subscriptions for applications but there are also free web-based applications like Kahoot, for example, that teachers use in the classroom. Google Drive is an app, for example. This product will help filter what they have access to.

Ms. Shank explained that her district uses the GoGuardian app to allow teachers to see what students are looking at any given time, but kids always find a way to get onto sites and games and apps and things. She stated teachers are constantly searching for free tools but in her district, which she stated is very small, they must get approval for all apps from the technology department before using.

Mrs. Key asked if we have anything in place that is doing this right now.

Mrs. Callahan responded that we do not have current software providing this service. She added that the COPPA rules have recently changed so we are trying to ensure compliance.

Mrs. Key mentioned how she recently saw something that kids are being targeted on YouTube when trying to be “influencers”.

Dr. Turk added that we have blocks in place for sites, but there are global organizations that create gaming sites so as we block things, so many more come up so quickly. This is a way to increase security on what students are using so it would be helpful.

Mrs. Watson asked how it stops people from using things; what does it actually do; and how does it solve a problem.

Mrs. Callahan stated that Ms. Speer can answer those questions next week.

Approval of Agreement with Arbiter Sports for Scheduler/Registration Subscription for 14-month term

Mrs. Callahan stated this agreement is being recommended by Mr. Ferra, Director of Athletics and Building Operations. This is the software that we have had in place for several years for our activity scheduler, facilities scheduler and athletic registrations. We have used Arbiter for payment of sports officials since a 2017 agreement. The activity scheduler and registration were under rSchoolToday which was recently acquired by Arbiter. That agreement was approved in 2022 and expires June 30, 2025. The cost is up slightly due to the prior agreement having a "new agreement" discount of \$300 per year. Other than that, there is only a slight increase in Activity Scheduler of about \$100/year. This agreement is for July 1, 2025 through Sept 1, 2026.

Mrs. Guido stated the contract has a date error as it shows the end date as September 1, 2025.

Mrs. Callahan explained that the agreement shows it is a 14-month term and begins July 1, 2025. The date of September 1, 2025 is listed to show when the "prorated 2-month term ends" and then the full year term begins. She stated she will verify with vendor that it is not a typo.

Mrs. Beveridge expressed her experience as a parent user of the registration portion of the rSchool Today software and that she does not care for it.

Mr. Kaczor agreed and stated that he often has issues with the documentation that is needed to be loaded.

Mrs. Watson agreed with their concerns with this part of the program.

Mrs. Callahan stated she will inform Mr. Ferra. She added that he is only recommending a 14-month commitment at this time in order to evaluate to see if there are other better options available.

Award bids through Westmoreland Intermediate Unit Joint Purchasing Consortium Board for Multi-Purpose Paper for 2025-2026 school year

Mrs. Callahan stated we purchase copy paper through the WIU Joint Purchasing Consortium in order to get bulk bid pricing. There were 3 vendors who bid and Contract Paper was the lowest price so she asked the Board to award bids for paper for 2025-2026. She stated the District is committed to 680 reams for a total cost of \$22,216 which has been included in the Proposed Budget.

Approval of Northern Westmoreland Career & Technology Center 2025-2026 General Operating Budget

Mrs. Callahan stated the NWCTC General Operating budget for 2025-2026 is a total of \$5,186,674 which is an increase of \$337,691 or 7% over the prior year budget. The increase is mainly due to the addition of a second Welding Class and the implementation of the new Aspiring Education program as well as contracted staff increases in payroll and benefits. The member District Contributions makes up about 70% of Revenue in the amount of \$3,669,864. A formula is used to determine each member districts share of the contribution based on enrollment percentage. Member districts include Burrell, Kiski, New Kensington/Arnold School District and Franklin Regional. Burrell's share of student enrollment increased from 20.57% to 22.06% so our share has increased from \$778,342 in 2024-2025 to \$814,452 in 2025-2026. This is an increase of \$37,110 or 4.8%.

Mrs. Callahan asked Mr. Kaczor and Mr. Vinkovich to share any other information relating to the CTC budget.

Mr. Kaczor stated they also added a Principal into their budget because it was needed and has been a huge help. He added that the new director has obtained over \$2 million in grants since he has been there.

Authorization of execution of an operation contract in amount of \$815,452 with Northern Westmoreland Career & Technology Center for 2025-2026 school year and approval of Resolution authorizing payments for District share of operating expenses

Mrs. Callahan explained that this is the formal requirement for the District to approve our share of the cost of the Northern Westmoreland Career & Technology Center for the 2025-2026 school year.

Approval of Capital Reserve Fund Budget 2025-2026

Mrs. Callahan stated that each year the Board is asked to review and approve the Capital Reserve Fund Budget to permit us to proceed with certain ongoing and/or minor capital expenditures. These are the kinds of things we do to maintain our facilities and equipment each year. By law, these funds are only permitted to be spent on capital items.

Mrs. Callahan stated the estimated beginning balance is \$1,020,000, expected revenue is \$175,000 and the list of items Administration is recommending be upgraded or purchased throughout the 2025-2026 fiscal year totals \$376,000. The major items included are: High School doors replacement, Painting, Auditorium sound/display upgrades; High School/Middle School Makerspace/Library reconfigurations, Middle School gym floor refinishing, and Bon Air classroom storage furniture.

Mr. Kaczor asked for explanation about the Bon Air storage furniture. He asked about the moving cost as well.

Dr. Wagner explained it is cabinets for each classroom in Bon Air since there is no storage in those classrooms. She intends to purchase solid furniture on wheels for ease of moving for cleaning or arranging.

Dr. Wagner stated the moving cost is a rough estimate to move all of the items from Stewart to Bon Air and Middle School. It includes things like kitchen equipment, classroom and office furniture, cabinetry, boxes, etc.

Mrs. Key asked if the intention is for the High School to have the Makerspace within the library like the plan for the Middle School.

Dr. Wagner responded yes, the plan is to have a hub at each building that encompasses multi discipline use including the Makerspace and Library.

Mrs. Key asked for more details about the \$80,000 cost estimate for this item: High School/Middle School Makerspace/Library Reconfiguration.

Dr. Wagner stated the High School applied for a grant with Inventionland for some funding but also some equipment and furniture. Reconfiguring the spaces to make them collaborative and multidisciplinary requires some new equipment and furniture and some ventilation in the new spaces.

Dr. Wagner stated April Sites secured an Arconic grant for the tinker lab at Stewart this year to purchase additional instructional equipment and furniture, so that will be moved to the Middle School space as well.

Dr. Wagner stated these spaces will be more small-group friendly and for more transitional use. They will be better for collaborative working and better for student work.

Adopt Proposed Final General Fund Budget 2025-2026

Mrs. Callahan presented the Proposed Final General Fund Budget for 2025-2026 as follows:

- Budget Revenue \$37,419,005 and Expenditures \$37,583,399 leaving Deficit \$-164,394
 - Includes 4.5 mill Real Estate Tax increase
 - Includes use of \$800,000 Fund Balance for technology equipment \$350,000 and Transfer to Capital Reserve \$150,000 and Budgetary Reserve \$300,000

- Changes since Draft Budget which originally had a deficit of \$-336,441:
 - Decreased Expenditures \$-174,033 include staff position changes: eliminated 1 long term sub teacher position, reduced 1 Secretary position to part time, reallocated 1 contracted counselor position to part-time psych services, and reduced 1 consulting services position
 - Supplies and travel budgets were reduced
 - Revenue Increase in State Property Tax Reduction allocation of \$160,300 offsets Real Estate Tax of Approved Homestead/Farmstead Properties
- Expenditures - Largest category increases: Safety/Security; Cyber Charter and Placement Tuition Costs; Health Insurance Benefits; Debt Service (Bond Payments)
- Expenditure Details costs, increases and explanation of items in each of the budget areas:
 - Salary/Wages, Insurance Benefits, Retirement Contribution, Debt Service/Bond Payments, Building Budgets, NWCTC costs, Cyber/Charter School Tuition, Special Placement Tuition, Special Education Services, Online Education, ESOL, Psychologist Services, Social Work Services, Safety/Security, Other Services
 - Athletics, Transportation, Facilities Maintenance
 - Detailed Evaluation of Historical Data on Tuition and Special Education including number of students and number of educational aides
 - Detailed review of Debt Service and Bond Payments outstanding and planned
 - DEBT Service Budget \$3,299,626 increase of \$716,270
 - Includes expected 2025 bond issue annual payments of \$405,000
 - Tax increase of 2 mills related to this increase
 - Budgeted because Board has been working with Architects and approving proceeding with project bid specs/advertising
 - Additional funds are needed to cover projects being considered
- Revenue – Local, State, and Federal Revenue reviewed total, increase and changes of each
- Real Estate Tax Review
 - No increase in overall District assessed value past several years; now at 2011-2012 level
 - Further decrease due to commercial property appeals decreased tax revenue \$-58,494
 - Commercial Property Tax appeals over past few years resulted in decrease in tax revenue totaling nearly \$-700,000 which equates to 4.6 mills of taxes.
 - Additional pending appeals reviewed
 - Tax Increase 4.5 mills = 3.8% increase; \$103 increase to average homeowner before HS/FS
 - State Property Tax Reduction Allocation increase offsets property taxes by \$40 each
 - NET increase of 4.5 mill tax increase to average homeowner = \$63 or 2.3% (\$5.25/mo)
- Basic Ed and Special Ed Review
 - Increase budgeted at 100% of Governors proposed budget for Basic Ed
 - Results in budget increase to revenue of only \$3,915
 - Increase in State Adequacy Fund budgeted \$201,536
- Budgeted expected State PCCD Grant funds for Safety and Mental Health \$130,000
- Federal Revenue Review
- Fund Balance Review
 - Estimated Ending Fund Balance with budget deficit = \$1,520,670 or 4% of expenditures

General discussion ensued about the budget items and tax increase.

Mr. Kaczor asked if the cost of an additional SRO would be cheaper than armed guard.

Mrs. Callahan replied no, the estimated cost of SRO is about \$10,000 more than an armed guard.

Mrs. Schager asked what company we use for security.

Dr. Wagner replied that Kelly Morrissey is the independent contractor used for security at Bon Air. He started a company that could provide a second armed guard. RIP Security is the contractor used for evening events.

Mrs. Schager asked for the number of tuition students and how many are children of teachers or Administrators.

Mrs. Callahan stated we have about 40 tuition students. She added that there is currently \$202,500 budgeted as revenue for these students which is about 1.3 mills of taxes.

Dr. Wagner pulled data and stated that there are currently 37 students and 7 are students of employees.

Mrs. Schager asked about the bond issue tax increase amount and suggested we could reduce the tax increase and then add it in the following year.

Mrs. Callahan explained that of the 4.5 mills of taxes about 2 mills are for annual payments of the additional bond issue of about \$10 million. If the Board awards bids for all projects being considered, this additional \$10 million is needed to cover the costs. If the Board waits until next year to increase the taxes by the 2 mills needed to cover the payments, next year we may see a larger tax increase overall. The reason is because this year, Administration cut or reduced 9 positions (through attrition) saving nearly \$575,000 which equates to almost 4 mills of taxes. This is one of the largest position eliminations that we have done in the past 20 years. We do not anticipate any retirements next year and will not be able to cut this many positions again. Therefore, with contractual pay increases, payroll and PSERS costs will go up next year by at least \$425,000.

Mrs. Callahan also explained that the Homestead/Farmstead Property Tax Reduction Allocation increased this year which offsets the cost of the homeowners' taxes by \$-40. That is not necessarily going to be the case next year either.

Mrs. Schager suggested that the number of students in our District is decreasing so we should be able to decrease costs.

Dr. Wagner explained that we have been "right sizing" continuously and that although we have less students, our students have more needs.

Mrs. Schager asked what the number of kids per classroom is and maybe we can increase the number of kids per room.

Dr. Wagner stated that we already reallocated a Kindergarten teacher due to the decreased number of students. The number of students per class in grades 1 and 2 is about 17 or 18. We could reduce positions in these grades when we have retirements. In 4th and 5th grade, it is approximately 23 or 24 per classroom.

Mrs. Schager stated that she knows we do not like to furlough employees but it may be needed.

Ms. Shank stated that when you increase class sizes, you typically increase behavioral problems.

Mrs. Schager stated she is not ok with the tax increase.

Mrs. Watson stated she is not ok with tax increase either.

Dr. Wagner stated the Board will need to tell us what they want to cut.

Mrs. Watson asked for choices to cut.

Mrs. Callahan stated that the 60 slides reviewed detail all of the expenditure categories and what is included in each of them so the Board would need to decide what area they want to cut or reduce.

Mrs. Schager stated she is not ok with the tax increase, but understands it is the way it is.

Mrs. Guido asked if there are any long-term sub positions or other positions to cut.

Mrs. Callahan again showed and reviewed the slide showing all of the positions eliminated. She stated that we made the cuts prior to the draft budget by eliminating or reducing many positions since personnel cuts are the most costly items.

Mrs. Guido stated that she believes the Board needs to do the additional bond issue. She stated she does not agree with any tax increase over the 4.5 mills in order to cover the deficit.

Mrs. Callahan stated that although the budget still has a deficit of over \$160,000, her intention is not to ask the Board to increase taxes beyond the 4.5 mills. She stated that her preliminary estimates show an additional decrease in expenditures of about \$45,000 per year after the sale of Stewart School so using fund balance to cover that until the property sells is a reasonable plan. She stated that she and Dr. Wagner will continue to find areas to hopefully reduce the deficit and the remaining amount will come from the use of fund balance.

Mrs. Schager stated we will likely get additional funds from the sale of Stewart.

Mr. Kaczor stated that the more important issue with the sale of Stewart is not the amount of the transaction, but rather the future development of the property for annual revenue for the District.

Mrs. Watson asked what the difference is if we increase 3.5 rather than 4.5 mills.

Mrs. Callahan explained that by changing the increase, it creates an additional gap of about \$150,000 which then comes out of the fund balance. If we knew it would be made up the following year, it makes sense, however, if the Board issues additional bonds, 2 mills are to cover that legally obligated payment each year so the remaining 2.5 mills is covering operating expenditures. She further stated that based on the District's continuous decrease in assessed value and pending large property tax appeals that could result in further reduction, that gap will likely widen each year. She cautioned Board members against using fund balance for recurring operating expenses.

Mrs. Guido stated that by law the District is required to pass a budget by the end of June so she hopes that all members understand that and are able to pass a proposed budget next week and final budget in June.

Mrs. Callahan reminded Board members that the proposed budget is just a preliminary budget but does need to be passed 30 days prior to the final budget. The tax increase and final budget are set by the Board in June.

Communications

Requests for Use of Buildings

Payment of Bills

Additions to Agenda (Agenda Meeting only)

Comments from Public

Paul Olijar, Resident

- *Expressed concern about Veteran's Memorial on Stewart School property and his wish for it to be maintained*
- *Suggested if Board issues bonds late in 2025-2026 fiscal year, may only need 1 mill to cover payment that year depending on payment structure*

Dr. Wagner stated that she is working with the Burrellton Garden Club regarding maintaining the memorial.

Mrs. Callahan stated that it is possible the 2025-2026 bond payment would be less than the full \$405,000 but the following year it would be the full amount so putting the millage in place this year may make sense since next year's budget will likely be worse overall as explained previously with all of the position eliminations.

Adjournment at 10:04 PM

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



Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/mls

**BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
May 20, 2025**

Call to Order

The Burrell School District Board of Directors Board Meeting was held in the High School Board Room and was called to order at 7:36 PM by President 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 (by phone), Ms. Tricia Shank, Mrs. Nikki Watson, Mrs. LeeAnn S. Guido, Mr. Tom Deiseroth, Mrs. Jean Schager and Mr. Rick Kaczor

Board Members Absent: Mrs. Pam Key

Quorum present

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

Student Representatives Present: None

Announce Executive Sessions

May 13, 2025 – 6:30 PM - School Safety

May 13, 2025 – Immediately following meeting - Personnel Agenda & Litigation

May 20, 2025 - 6:30 PM - Personnel Agenda

Approval of Minutes

Budget Workshop – April 1, 2025; Agenda Meeting – April 8, 2025; Regular Meeting – April 15, 2025

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

Approval of Monthly Financial Reports

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

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

Comments from Public - Agenda Items Only

None

Reports of Administration and Standing Committees

SUPERINTENDENT - DR. WAGNER

Student/Staff Recognition and Reports

Dr. Wagner reported/recognized the following:

- Sports
 - Boys Soccer - 4th WPIAL, Billy Kowalkowski - All WPIAL in soccer
 - Girls Soccer WPIAL 2nd, lost in PIAA Round 1
 - Girls Volleyball -2nd Round WPIAL Playoffs
 - Wrestling WPIAL Team Champs, lost in 2nd Round PIAA, 5 state Qualifiers (Calio Zanella, Isaac Lacinski, Cam Baker, Luke Boylan and Julian Bertucci), Isaac Lacinski - participated in Pittsburgh Wrestling Classic,
 - Girls Wrestling 3 Qualified for Regionals (Bella Stewart, Ella Campbell, and Katie Kohler)
 - Girls Basketball WPIAL Playoffs,
 - Boys Basketball – Tucker Bitar 1,000 points; Tucker Bitar and Jules Fisher participated in the Pittsburgh Roundball Classic
 - Swim - Joey Roos broke the school record 500 freestyle
 - Unified Bocce - 2nd place in their conference
 - Bowling - Brady Colgan and Olivia Wisnewski qualified for Regionals
 - WPIAL Gymnastics - Rylie Porter 3rd Bars, 5th Vault; Kendell Fenner 3rd all around; 3rd Beam
 - Track 19 WPIAL Qualifiers, 1 state qualifier Lily Liotta - Long jump
 - Baseball - Playoffs
 - Softball - Bella Stewart and Pyper Ferres playing in the WPIAL Softball All Star Game
 - eSports - state finals: Josh Simpson, Ryan Wass, Tyler Frayer, Austen Fields, Brayden Vickers
 - Tribune Review recognized student athletes Calio Zanella for wrestling, soccer and tennis and Bella Stewart for softball, wrestling, basketball, and volleyball
- Theater Night – awarded scholarships: Cloe Hooks, Ainsley Campbell, Sebastian Rivera
 - Newspaper - Arts Awards:
 - Danika Krajci – Instrumental Performance
 - Brianna Fields – Technical Theatre
 - Elliana Koulouris – Theater Performance
 - Zaynah Smith – Visual Art
 - Cai Hong Yankel – Vocal Performance
- Benjamin Tutolo – 2006 graduate; Lower Burrell Native: article about his work as a participating scientist studying NASA's Curiosity rover mission to Mars. Work published in April that describes the landmark discover of evidence of the carbon cycle on ancient Mars.

Permission to place a Social Studies Student Teacher from Slippery Rock University at Burrell High School and Huston Middle School for Fall Semester 2025

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

Permission to advertise for construction project bids for the following project: High School HVAC Improvements

Dr. Wagner stated we have been in discussions regarding construction projects. The architects were here last week to summarize the bid plans and answer questions.

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

School Safety Report

Dr. Wagner stated Dr. Roland shared with the Board the School Safety Report in Executive Session.

Approval of Brian Ferra to chaperone 4 students to PA Interscholastic E-Sports Association State Finals, May 31 & June 1, 2025, Mount Aloysius College, Cresson, PA

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

Approval of Agreement between Burrell School District and Burrell Educational Secretaries Association for period July 1, 2025 through June 30, 2030

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

Approval of Section 514 Resolution and Notice regarding Termination of Support Employee No. 1-2024-25

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

Upon recommendation and request of the School District’s insurance carrier, the Burrell School District hereby approves settlement of the case filed at Court Docket No. 21 CI 03049, as presented; The settlement proceeds shall be paid by the School District’s insurer; The appropriate officers of the School District are directed to execute and deliver any documents necessary to terminate this matter

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

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

Approval of Agreement with Merakey for educational services for 2025-2026 school year (Attachment 5-6)

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

Approval of Agreement with Grade Point Resources for Personnel for 2025-2026 school year (Attachment 5-7)

MOTION: Motion by: Ms. Shank Seconded by: Mrs. Beveridge
VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of Agreement with Adelphoi Education, Inc. for educational services for 2025-2026 school year (Attachment 5-8)

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

Approval of Agreement with The Western Pennsylvania School for the Deaf for audiological services for 2025-2026 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 Western Pennsylvania School for the Deaf for itinerant services for 2025-2026 school year (Attachment 5-10)

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

Permission to discard obsolete textbooks and library books

Dr. Turk stated 2 new lists were added since last week.

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

Permission to conduct Title I Summer Reading Program at Stewart Elementary July 2025

MOTION: Motion by: Mrs. Schager Seconded by: Ms. Shank

DISCUSSION:
Mrs. Beveridge asked Dr. Egnor to confirm that we are planning to hold this at Stewart.
Dr. Egnor replied yes.

VOTE: Roll Call: All in Favor MOTION CARRIED

PERSONNEL: Approval of Personnel Log dated May 20, 2025 (Attached)

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

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

Mr. Kaczor reported:

- JOC Board met last Thursday
- Was awarded PA Smart Grant \$55,630 to be used in Culinary Arts
- Received Welding Grant \$9,000

Mr. Vinkovich added that he is impressed with the grant work Dr. Hicks has been doing.

Westmoreland Intermediate Unit Report - Mr. Deiseroth

Mr. Deiseroth reported:

- WIU Curriculum Services Director is resigning effective August 1
- There have been several other resignations
- WIU hired various employees including Clairview School Principal
- WIU approved the Clairview School Budget

PSBA Liaison Report - Mrs. Schager

Accept resignation of Jean Schager as PSBA Liaison effective immediately

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

Appointment of Nikki Watson as PSBA Liaison to serve remainder of unexpired term through December 2, 2025

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

PSBA Delegate Appointment Information

Mrs. Callahan explained that PSBA permits the Board to appoint up to 2 delegates to represent the District at the October 21, 2025 PSBA Business Meeting at Kalahari Resort in the Poconos. In order to do so, the Board must officially appoint the voting delegates and submit certification to PSBA by June 27.

Mrs. Guido asked if anyone is interested.

Mrs. Callahan stated she will send a follow-up email to Board members and suggest anyone interested can be considered next month for Board consideration at the meeting.

BUSINESS - MRS. CALLAHAN

Approval of budgetary transfers (Attachment 5-11)

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

Permission to discard obsolete equipment via Municibid sale first then disposal if not sold

Mrs. Callahan stated that last week Mr. Kaczor suggested that upon Board permission for discard, that the District first try to sell all items through Municibid prior to discarding.

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

Appointment of Jennifer S. Callahan as Board Secretary for term July 1, 2025 through June 30, 2029

Mrs. Callahan stated we are required by school code that the Secretary must be appointed every 4 years.

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

Appointment of LeeAnn Guido as Treasurer for a one-year term beginning July 1, 2025

Mrs. Callahan stated we are required by school code to have the Treasurer appointed annually. The current Treasurer is Mrs. Guido.

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

Approval of Resolution on check signatures

MOTION: Motion by: Ms. Shank Seconded by: Mrs. Beveridge
VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of Depositories (Attachment 5-12)

MOTION: Motion by: Ms. Shank Seconded by: Mrs. Beveridge
VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of Agreement with Trebron IT & Cybersecurity for Lightspeed Digital Insight Licenses for May 1, 2025 through June 30, 2028

Mrs. Callahan stated she posted additional information to explain the agreement and the need for the software. She asked Kellie Speer, Technology Director, to provide a summary and answer questions.

Ms. Speer explained that we are required to be COPPA Compliant and new language that became part of the requirements are that the District is transparent with parents about what apps their students are accessing.

Ms. Speer stated she partnered with other county technology directors to find a product to help with compliance. This software is being recommended. It will track all app usage of our students and provide information regarding privacy policies. In conjunction with our filter Zscaler, this will help keep us in the best position for security.

Ms. Speer stated without this product, we would have to monitor the use in real time, which would be a full-time job. It provides us confidence that we are meeting legal requirements and best practices.

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

DISCUSSION:

Mrs. Guido asked about the change and do we have to get parents' permission before students use the apps.

Solicitor Lee Price explained that he understands the new requirements to be that if a parent asked what apps their child is using, we can show them. Another important part of the regulation is that we need what app is sharing student data and monetizing it without parents knowing. He stated that parents could request to the District that we not allow their student to use certain apps.

Ms. Speer added that the student data available through apps is extremely limited. It is typically the student name, Burrell email, and grade.

Mrs. Guido asked how would that work if a parent states their child cannot use certain apps.

Solicitor Lee Price stated the request requires affirmative. He added that the District would have to figure out how to provide the education a different way for those students.

General discussion ensued about parents requesting non-use and the requirements.

Solicitor Lee Price added that COPPA is for children 13 and younger only.

Mrs. Watson asked if we are enforcing it for all students.

Solicitor Lee Price stated that we may be indirectly since we are using Google. His understanding is that Google treats COPPA as applicable to students 18 and under.

Mrs. Watson expressed that this requirement makes so much trouble. Most parents are not going to opt out. She stated she is criticizing the requirement of COPPA, not District Administration. One parent will have an issue and then the District has to suffer for it. She added that she cannot imagine all other Districts being compliant.

Mrs. Guido stated that we at Burrell strive to be excellent and would not want to cut corners just because other Districts may be.

Mrs. Callahan added that the District carries cyber security insurance and because we are meeting the best practices and certain requirements by how we do things, we were categorized in best tier resulting in lower costs of coverage.

Ms. Speer stated that Kiski and Franklin Regional are working on implementing this software.

Mrs. Watson stated COPPA has a safe harbor program and they probably do good things to benefit students and schools. She asked about the data being collected by this company and suggested this company will be collecting data and able to sell it.

Ms. Speer stated our filter is different from this product. The only data they will have is the name, grade, email address which is similar to the app use. She will review the privacy policy they have in place and can provide it if needed.

Mrs. Watson understands these are necessary evils of running the District. She stated she appreciates the District Administration going above and beyond, but feels like she has to question these kinds of things. She added not to be offended if she votes no.

VOTE: Roll Call: All in Favor except Mrs. Watson voted NO MOTION CARRIED

Approval of Agreement with Arbiter Sports for Scheduler/Registration Subscription for 14-month term (Attachment 5-13)

Mrs. Callahan stated this agreement is being recommended by Mr. Ferra, Director of Athletics and Building Operations. She stated the vendor provided a clarification email that the agreement is for a 14-month period ending September 2026. She added that Mr. Ferra could not be at the meeting tonight due to an athletic playoff game, but stated he believes the program will be more user friendly since Arbiter took over, but that he will evaluate it again after the upcoming year for future plans.

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

Solicitor Lee Price pointed out that the agreement has automatic renewals to be aware of going forward.

Award bids through Westmoreland Intermediate Unit Joint Purchasing Consortium Board for Multi-Purpose Paper for 2025-2026 school year

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

Approval of Northern Westmoreland Career & Technology Center 2025-2026 General Operating Budget (Attachment 5-14)

Mrs. Callahan stated the NWCTC General Operating budget for 2025-2026 is a total of \$5,186,674 which is an increase of \$337,691 or 7% over the prior year budget. The member District Contributions total is \$3,669,864 and Burrell's Share is \$815,452 which is an \$37,110 increase due to our student share increase.

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

Authorization of execution of an operation contract in amount of \$815,452 with Northern Westmoreland Career & Technology Center for 2025-2026 school year and approval of Resolution authorizing payments for District share of operating expenses (Attachment 5-15)

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

Approval of Capital Reserve Fund Budget 2025-2026

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

Adopt Proposed Final General Fund Budget 2025-2026

Mrs. Callahan stated she reviewed the proposed final general fund budget detail information by reviewing slides last week. The total budget that is being considered is:

- Budget Revenue \$37,419,005 and Expenditures \$37,583,399 leaving Deficit \$-164,394
 - Includes 4.5 mill Real Estate Tax increase
 - Includes use of \$800,000 Fund Balance for technology equipment \$350,000 and Transfer to Capital Reserve \$150,000 and Budgetary Reserve \$300,000
 - As presented, the deficit will reduce the fund balance for an estimated ending fund balance of \$1,520,670 or 4% of expenditures

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

DISCUSSION:

Mrs. Schager stated that she does not agree with the tax increase, but doesn't see any other way to balance the budget. We seem to have cut where we can and everything else we are doing is for the children.

Mrs. Guido agreed and stated that she believes that all the Board members feel that way. She stated there were some things brought up last week that we could consider adjusting for the final budget next month.

Mrs. Guido suggested that we post the articles about other district's tax increases and link the Burrell Buzz articles about District finances with the budget to try to get people to read about it.

Mrs. Callahan stated she will do that.

Mrs. Schager stated she tries to explain the millage rate and how our District receives less per mil than many other districts.

Mrs. Watson suggested the articles be sent to parents.

Dr. Wagner stated the link to the Burrell Buzz articles is sent to parents and was posted on the District Facebook page.

General discussion ensued about Facebook and the users who post incorrect information and who complain but don't take the time to learn about the issues in order to understand a bit more.

VOTE: ' Roll Call: All in Favor MOTION CARRIED

Approval of renewal of the following District insurance policies for period July 1, 2025 through June 30, 2026:

- **Property, Liability, Crime, Equipment, Auto**
- **Educators Legal Liability**
- **Excess Liability**
- **Law Enforcement**
- **Cyber Liability**
- **Workers Compensation**

Mrs. Callahan summarized the insurance plan renewal information.

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

Approval of request to establish student activity account – Bucco Buddies

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

DISCUSSION:

Mrs. Guido stated that they are doing something similar at Shaler and it is amazing. It really created a lot of cohesiveness and a sense of community for the students. She is hopeful that the same thing happens here. She has seen it be a very positive thing. The group attends parent nights, goes to primary schools and makes money. They can then use the money as part of PBIS and/or make donations. She is glad to see them starting this here.

General discussion ensued about the program

Dr. Egnor explained the plans to expand the operation to provide more instructional work opportunities. The money raised will help fund other opportunities and students can decide where the money is used.

Mrs. Beveridge expressed about complaints that the student clubs and activities never use Venmo or Zelle or PayPal.

Mrs. Callahan explained that student activity accounts are part of the District funds. The best practice and recommendation of auditors is that cash apps should not be used. She stated she will look into it again to see if anything has changed.

Dr. Turk stated the students from a private school used “Square” at a recent event she attended and it seemed to work well.

Dr. Egnor added that payments and dealing with money instructionally benefits the students and there are so many opportunities to interact with it.

VOTE: Roll Call: All in Favor MOTION CARRIED

Communications

Requests for Use of Buildings (Attachment 5-16)

Mrs. Callahan presented the building use requests as prepared and recommended by Director of Athletics and Building Operations, Brian Ferra.

MOTION: Motion by: Ms. Shank Seconded by: Mrs. Watson
VOTE: Roll Call: All in Favor MOTION CARRIED

Payment of Bills (Attachment 5-17)

MOTION: Motion by: Mrs. Guido Seconded by: Ms. Shank
VOTE: Roll Call: All in Favor except Mrs. Guido abstained from check# 88887283

MOTION CARRIED

Additions to Agenda (Agenda Meeting only)

Comments from Public

None

Mrs. Beveridge stated that last night she attended the choir and band concert. She has been coming here for years. It was the best choir concert she has heard. Students were cohesive sounding and they were able to change from last year to this year very well. Kala Williams has done an excellent job and the band is small but mighty and able to get to a higher level.

Adjournment at 8:45 PM

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



Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/mls