

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
March 10, 2026**

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 7:02 PM by President LeeAnn S. Guido.

Pledge of Allegiance

Mrs. Guido asked all present to participate in the Pledge of Allegiance.

Roll Call

Board Members Present: Mr. Rick Kaczor, Mr. Tom Deiseroth, Mrs. Pam Key, Mrs. Nikki Watson (Arrived at 7:08 PM), Mr. Timothy J. Vinkovich, Ms. Tricia Shank (Left meeting at 8:18 PM), Mrs. Gretchen V. Beveridge and Mrs. LeeAnn S. Guido

Board Members Absent: Mr. Robert W. Harris

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: Donovan Cosentino and Josh Pruitt

Announce Executive Sessions

March 10, 2026 - Immediately following meeting - Personnel Agenda

March 17, 2026 - 7:00 PM - Personnel Agenda

March 3, 2026 at 6:00 PM for Collective Bargaining

March 10, 2026 at 6:30 PM for Collective Bargaining

March 16, 2026 at 6:30 PM for Collective Bargaining

Approval of Minutes

Agenda Meeting – February 10, 2026; Regular Meeting – February 17, 2026

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

Approval of 2026-2027 School Calendar

Dr. Wagner presented a proposed 2026-2027 school calendar that is built on instructional hours. The first student day will be August 25. The last student day is May 28, with graduation on May 28. This includes professional development and planning & collaboration days.

Mr. Kaczor stated he has been requesting a calendar like this for years.

Dr. Wagner stated the Curriculum & Instruction Committee team did request specific things in the calendar so she worked most of those items into the calendar. There are 171 student days and 186 teacher days.

Mrs. Guido asked if her expectation is to approve it next week.

Dr. Wagner replied yes, that is the recommendation.

Summer Work Schedule Information

Dr. Wagner stated that she intends for the District to work 4 10-hour days per week - June 8 through August 7.

Approval of District Comprehensive Plan and Supporting Plans for 2026–2029

- **Academic Standards and Assessment Requirements**
- **Student Services Assurances**
- **Gifted Education Plan Assurances**
- **Professional Development Plan**
- **Induction Plan**

Dr. Wagner summarized the Comprehensive Plan goals and compared them to the prior 3 years. She stated the goals going into 2026 as compared to prior are...

1. Use data-driven MTSS framework to close achievement gaps for students
2. Implement a unified District communication plan and increase communication
3. Integrate high behavior expectations with equitable accountability and student agency to cultivate a thriving school culture

Dr. Wagner stated she had task force meetings and provided the Board with information on who participated. There was community participation as well. The task force reviewed a survey and focused on things to change and on some of the positive things we are doing.

Dr. Wagner stated the strengths and challenges that came out from the survey and the task force. She stated that everything is posted on the District website for public review as required.

Dr. Wagner mentioned the curricular goals, which is a cycle of continuous improvement to make sure it is aligned to standards and that our teachers have the resources they need.

Dr. Wagner briefly reviewed the action plans that have been written within these goals. She stated the Comprehensive Plan goal is to make sure all kids needs are met. She talked about aligning our goals so that the students are growing learners not just a graduate.

Dr. Wagner stated the next goal is partnering with the community and the related targets to increase family engagement. She added that the last goal is about refining procedures.

Dr. Wagner stated that she and Dr. Turk met with the teams and this was a way to summarize all of the Comprehensive Plan and supporting documents.

Mrs. Watson asked if the slide deck is on the website.

Dr. Wagner stated the plan is on the website.

Mrs. Watson asked how often it has to be done because it seems like we just did this.

Dr. Wagner stated it is every 3 years.

Mrs. Watson asked how much has it really changed.

Dr. Wagner responded not much. We have made great strides and we are a bit ahead of the curve.

General discussion ensued about new standards and how they impact the plan and requirements.

Dr. Wagner stated there are supporting plans provided as well and listed on the agenda.

- The Student Services Assurances is simply something that requires us to review and check off that we are meeting requirements.
- Dr. Turk has created the Professional Development Plan and it includes the Induction Plan which has been changed to a 3-year plan.
- The Gifted Education Plan Assurances is included because we have to check off all of the things required in school code.
- The Academic Standards and Assessment Requirements made us review teachers, students, scores and things we need to improve on.

Dr. Wagner explained that these plans are done first and then feed into the Comprehensive Plan. She added that Dr. Turk will be present next week to answer any specific questions.

Mrs. Guido asked what is available to the public. She asked if some of the slides can be made available. It is a good summary and we want to be transparent so she would like us to get it out there.

Dr. Wagner stated yes that makes sense and we will post information and get it out there.

Mrs. Guido stated that she wants to skip to Item 9b – Bond Issue 2026 Information before we go to the bid items for Bon Air since it relates to financing the project.

Bond Issue 2026 Information

Mrs. Callahan stated we have been discussing and planned for an additional bond issue this fiscal year in the amount of approximately \$10 million to cover the Bon Air Project. We budgeted for the additional bond payment in 2025-2026 at the estimated rates at that time in 2024.

Mrs. Callahan explained we are recommending to move forward with the Bon Air Project bid award and contracts so we now must finalize the funding. Since the bids came in over budget, we will need closer to \$12 million to cover the project. She provided her worksheet of Construction Costs to show the figures.

Mrs. Callahan stated we designated PNC Capital Markets as the underwriter for the potential financing of the various projects in 2024 when we began this journey and have worked with Alisha Henry, Managing Director for

previous bonds as well. She asked Ms. Henry to present some estimates and bond issue amounts and plans for the Board to consider and turned over the discussion to Ms. Henry to present the information.

Ms. Henry reviewed a summary of the existing debt, an overview of bond financing term and information, some new money scenarios, and the payment costs for borrowing money in 2026 and 2027.

General discussion ensued regarding the bond payments, call dates, and interest earning as well as the cost of waiting.

Mrs. Guido stated that some of the additional things we need to do to maintain our facilities are not “wants” but they are “must do” items.

Mrs. Callahan stated that based on the scenarios, she is not recommending issuing \$10 million since the District needs more than that for the Bon Air Project. The Board will need to decide if they want to issue more than \$12 million to cover additional outstanding projects at this time or wait and issue more later.

Mrs. Callahan asked Ms. Henry to review the timeline and process for issuing bonds.

Ms. Henry explained that the Board will need to adopt the resolution appointing bond professionals next week. The next step is to determine the amount to issue. The following step is to approve a not to exceed resolution to set parameters for the bond issue.

General discussion ensued about the bond market and potential changes in rates.

Mrs. Callahan explained that the Board does not need to make a decision about the amount tonight.

Award the following bids for the Bon Air Elementary School Additions and Alterations Construction Project using up to \$400,000 of Food Service Funds for Contract 5 and Capital Project Funds for all remaining costs:

Contract No 1 – General Construction to Moret Construction Company, Inc.	\$1,960,000
Contract No 2 – HVAC Construction to Lugaila Mechanical, Inc.	\$4,601,000
Contract No 3 – Plumbing Construction to Newman Plumbing, Inc.	\$ 638,800
Contract No 4 – Electrical Construction to Allegheny City Electric, Inc.	\$2,505,000
Contract No 5 – Food Service Equipment to Great Lakes West	\$ 548,074

Dr. Wagner reviewed the bid summary which shows a total cost of \$10.3 million in construction costs. It is awful that we are in a situation that costs are high. We have units that are 30 years old and in desperate need of upgrades and therefore recommends that we move forward. She stated that the bids are only good for 60 days.

General discussion ensued about this project.

Mrs. Guido stated she would like a list of other projects and items needed and rough estimates of the costs.

Dr. Wagner reviewed the following other projects outstanding and approximate costs at the last time of estimate:

Middle School Air Conditioning	\$3 million
Pool	\$2 million
Bon Air Paving	\$3.5 million
High School Paving	\$3.5 million
Auditorium Roof	\$2 million

Mrs. Callahan stated we are looking at probably \$12-15 million in addition to the Bon Air Project if you consider these items.

Mrs. Guido suggested rather than pay the cost to fix the pool, we could keep using it until it stops working. She did ask if that would cause other damage to the building.

General discussion ensued about the pool and issues with the pool.

Award Contract No 6 – Commissioning Testing & Balancing to WAE Balancing, Inc. in amount of \$77,800 for the Bon Air Elementary School Additions and Alterations Construction Project

Award Contract No 7 – Construction Materials & Inspection Services to Hillis-Carnes Engineering Associates in the amount of \$6,968 for the Bon Air Elementary School Additions and Alterations Construction Project

Approval of Resolution for Request of Public School Facility Improvement Grant for the Charles A. Huston Middle School HVAC Project (Attachment 3-1A)

Dr. Wagner stated we applied for a Facilities Improvement Grant in the past and was not awarded funds even though wealthier school districts were. We are trying again for the Middle School HVAC project. We are asking the state for \$1.9 million for 75% of the estimated costs. We are required to show that we have 25% of costs in matching funds.

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

DISCUSSION:
Mr. Kaczor asked is there any support from our state representatives.

Mr. Kaczor asked why are we not using the grant for paving.

Dr. Wagner replied that she requested support from the representatives and received letters of support from them. She explained paving is not a permitted use of the funds but HVAC and Air Conditioning is.

VOTE: Roll Call: All in Favor MOTION CARRIED

Ms. Shank left at 8:18 PM.

Approval of Dual Credit Agreement with Seton Hill University for period July 1, 2025 – June 30, 2028

Dr. Wagner stated this agreement is not actually a financial commitment but is presenting to the Board so that the Board is aware of agreements with universities for College in the High School. We also have WCCC and Pitt. Parents pay for the college credits but the students can take the classes here in High School. This does require teachers to have a Master's Degree.

Approval of Memorandum of Agreement with Burrell Education Association regarding Summer Credit Recovery Program 2026

Dr. Wagner stated this agreement is the same as the prior year.

Permission to place one Speech-Language Pathology Student Teacher from Carlow University at Burrell High School, Charles A. Huston Middle School and Bon Air Elementary for Fall Semester 2026

Permission to place one PK-4 Elementary Education Student Teacher from St. Vincent College at Bon Air Elementary School for Fall Semester 2026

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

Approval of Services Agreement with The Day School at The Children's Institute for educational services for 2026-2027 school year with Extended School Year (ESY) 2027

Dr. Egnor stated it is an APS (Approved Private School) that we place students at. We receive 60% reduction in cost as APS. This is an annual agreement we do each year.

Approval of Professional Service Agreement with ARIN Intermediate Unit 28 for School Psychologist Services for 2026-2027 school year

Dr. Egnor stated we have been getting services for 10 years from ARIN. There is more information in this agreement than in years past.

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

Dr. Egnor stated this is required for us to adopt their procedures because they issue the funds to us as pass-through for IDEA funds. They have supervisory authority. It is a yearly agreement we have to adopt.

PERSONNEL: Approval of Personnel Log dated March 17, 2026

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

Westmoreland Intermediate Unit Report - Mr. Deiseroth

PSBA Liaison Report - Mrs. Watson

Mrs. Watson stated that she needs to step down and that Mrs. Key is interested in becoming the PSBA representative.

Mrs. Callahan stated this will be added to the agenda for next week.

BUSINESS - MRS. CALLAHAN

Approval of budgetary transfers

Mrs. Callahan stated the majority of the budgetary transfer costs relate to items the Board approved last month.

Bond Issue 2026 Information

Mrs. Callahan stated this item was discussed earlier in the meeting.

Approval of Resolution Appointing Bond Professionals

Mrs. Callahan stated this item naming PNC Capital Markets and Clark Hill as our bond professionals is required prior to us moving forward with the bond issue so she will ask the Board for approval next week.

Acceptance of Independent Audit Report of Hosak, Specht, Muetzel and Wood, LLP and Management's Discussion and Analysis for fiscal year ended June 30, 2025

Mrs. Callahan stated she received and reviewed the Draft audit and should have the final document to the Board on Friday so that we can review and accept it next week. There were no instances of noncompliance, no material misstatements in our financial reports and no findings or citations noted in the audit.

Acceptance of Proposal from _____ for Network Switches, Cloud Management, Maintenance and Support Licensing for July 1, 2026

Mrs. Callahan stated Items e-h are all items that we are able to receive an Erate funding as a discount toward the cost. She explained the Erate program is a federal program that provides significant discounts of 20-90% for eligible schools and libraries. It is administered through USAC, Universal Service Administrative Company under the FCC and funded through the Universal Service Fund. There are strict guidelines and rules on what qualifies for funding and the process to obtain the funding. Burrell is eligible for an 80% discount on qualified services and equipment so we try to maximize these funds each year. Last year we received over \$114,000 in funds through discounts on things like our fiber, internet, WAN, firewall, and switches. This year we have used the system and process to obtain quotes to upgrade our wireless access points and related equipment and licensing District wide as the current system is 9 years old.

Mrs. Callahan stated the process has strict rules and guidelines that we have followed to solicit pricing on the items. We received pricing and will be recommending moving forward next week with accepting proposals and approving contracts.

Mrs. Callahan stated this item is still being evaluated to make sure the proposal from Connectivity Communications will work and we expect to make a recommendation for next week. The cost before the Erate discount would be \$8,172 which results in the District paying \$1,634.40.

Acceptance of Proposal from App-Techs Corporation for Wireless Bridges, Cloud Management, Maintenance and Support Licensing for July 1, 2026

Mrs. Callahan stated this item is for the wireless bridges needed at Bon Air and Huston Middle School and you can see the proposal from App-Techs totals \$1,334.44 before Erate funding so the District would pay \$266.89.

Acceptance of Proposal from Connectivity Communications, Inc. for Wireless Access Points, Cloud Management, Maintenance and Supporting Licensing, and Installation/Configuration for July 1, 2026

Mrs. Callahan stated this item is the largest equipment piece of the access point upgrade. There is a listing of access points, licenses and installation costs on the proposal from Connectivity Communications. The total cost before Erate funding is \$200,504. This results in the District paying \$40,101 so it is a substantial discount through the program.

Acceptance of Proposal and award bids with _____ for Structured Cabling Installation 2026

Mrs. Callahan stated she will also ask the Board to accept a proposal and award bids for the Structured Cabling installation that is required for the District-wide access point upgrade. The proposal and bids for this item are due on Friday so she will provide the recommendation for Tuesday night. Again, we are expecting to receive 80% discount on the cost of this as well.

Mrs. Beveridge asked how often we have to do something like this.

Mrs. Callahan replied that the equipment is nearly 10 years old.

Approval of Agreement with Chester County Intermediate Unit for Zscaler Private Security Cloud for period July 1, 2026 through June 30, 2028

Mrs. Callahan stated we implemented Zscaler a few years ago. This is an updated agreement for the service through Chester County Intermediate Unit. She asked Kellie Speer and Kevin Pasko to speak about any technical related items.

Ms. Speer explained that this solution is very in-depth and will let Mr. Pasko talk about the use of the product. She mentioned the MS-ISAC and how Zscaler helps to protect and secure our technology.

Mr. Pasko explained it is a cloud-based solution. It is a Basic filtering product for internet; but more importantly is a cyber security solution. Every piece of traffic goes through this Zscaler product. Reports shows the traffic and what is allowed and blocked. If you look at the report provided for just the quarter, you can see there are so many items reviewed and blocked. He explained that to get this set up, he had to do a lot of configuration to push the product to all users and devices and new systems. The reports show how it filters a lot of items.

Mrs. Guido asked is it for our devices and internet and if kids on our devices at home are protected.

Mr. Pasko stated yes, it is for all Burrell devices that have internet access. It does not cover personal devices used.

Mrs. Watson asked for a listing and overview of all of the products and software used in the District and what they are used for and the costs.

Mrs. Beveridge asked about install of the access point project and how that will be done.

Ms. Speer replied that install is part of the project so it will be done by the vendor.

Mrs. Callahan said she will provide some kind of listing with the budget draft presentation.

Approval of Agreement with Swank Motion Pictures, Inc. for K12 Streaming and Site License effective March 1, 2026 through June 30, 2027

Mrs. Callahan asked Ms. Speer, Technology Director, to explain this recommended item.

Ms. Speer stated this is a licensed vendor to partner with so teachers can use movies and clips for educational purposes. They have been using personal accounts and that is not proper practice, so we needed to put something in place. This product provides a way to use movie clips for topics in the classroom.

Ms. Speer explained that because we get federal funding, we have to be CIPA compliant and COPPA compliant. It is not just a copywrite issue, there are data privacy issues as well.

Mr. Pasko explained that we had technical issues with people showing clips in the classroom as well.

Ms. Speer explained it also covers copywrite. She researched that these companies hire 3rd party vendors to monitor social media and websites.

Approval of Agreement with ASPI Solutions Inc. for Bound Pro+ system for athletics and facility use management

Mrs. Callahan stated Mr. Ferra, Athletic Director, is recommending this change in our systems. The recommended agreement is a solution for the athletic schedule, registrations, building use, internal calendar and electronic ticketing. As shown in the proposal, the annual cost of \$4,000 is waived for digital partners so the cost of this agreement is \$749.50 for the year. This would replace the use of our current system through Arbiter which has not been functioning properly and that cost us \$4,114 this past year.

Mr. Kaczor asked what we are currently using.

Mr. Ferra stated that we use Arbiter which was rSchool. He stated that there has been turnover and various companies involved. He has had difficulty with support and communication between products. Mr. Ferra stated that the recommended product will be one product for the athletic website and calendar. He looked at several

products and this is the one he is recommending because of cost and because it appears to be more user friendly.

Mrs. Watson asked how does it change the student registration.

Mrs. Beveridge stated she hopes it is more user friendly.

Mr. Ferra stated that customer service has been very good and the product seems easier to use.

Approval of Service Agreement with Securly, Inc. for Securly Flex software and services for High School and Middle School through June 30, 2027

Mrs. Callahan stated this item is being recommended by the High School and Middle School principals. Mr. Welsh came to the Board last year to explain this program and how it helps track students for the studios and other things at the Middle School. Dr. Boylan is now interested in implementing the program at the High School. The current agreement for the Middle School goes through June 30, 2026, so on the quote there are different start dates for each school but the agreement would end June 30, 2027 for both. The cost was \$2,826 for the Middle School for the first year and the overall cost for both schools is \$4,518.

Mrs. Guido asked what will you use it for.

Dr. Boylan stated it will be used for AR period. It gives students ability to choose where they need to go but the teachers can also prioritize students and provide a better tracking system.

Mrs. Watson asked if it is new.

Mrs. Callahan stated it is new at the High School but the Middle School is using it now.

Communications

None

Requests for Use of Buildings

Payment of Bills

Additions to Agenda (Agenda Meeting only)

Mrs. Watson stated she would like to add her PSBA resignation for next week and include Pam Key as the replacement.

Mrs. Guido stated that she thinks we need to broadcast our meetings and making them more accessible to taxpayers. She stated she is tired of the lies being spread on social media and in the community and that it is due to miscommunication.

Mr. Kaczor stated he disagrees. He stated people can come to the meetings to get all of the information, but they choose not to. He said it would allow people to take clips and use it out of context.

Mrs. Guido stated that she thinks that even when we spell things out and provide presentations and the reporter does an article, people still spread incorrect information.

Mrs. Key stated that she understands what Mrs. Guido is saying and agrees with transparency but she thinks the people will continue to spread things on social media. She thinks they will twist and turn the items and say what they want. Some people seem to be looking to find fault. She believes in transparency and suggests that people should talk to Board members or come to a meeting.

Mrs. Guido stated that she agrees that it is not only about eliminating the keyboard trouble.

Mrs. Watson believes that by being in a digital age, it has now allowed people to not participate in good faith. Having skin in the game is showing up and having dialog at meetings is important. She supports virtual meetings for a disability purpose, but unless people are overtly asking for virtual meetings, she does not think there is a need. She believes if people want to participate, they should show up.

General discussion ensued about local city meetings, other districts, congress and how all boards and meetings are handled differently.

Mrs. Beveridge stated how much we have media coming at us now. We access data differently. She asked if we are talking about clips and/or bullet points of the important things from each meeting? Maybe that is something we could post.

Mrs. Key stated that she thinks that bullet points are not as good as the minutes of the meeting. It does not say who voted what way or who brought up this point or what some of the discussion was. If people are watching a meeting in real time, they are seeing all of the context of the conversation.

Mrs. Guido stated maybe more people would get a sense of how difficult it is to make decisions and how much thought and debate is put into the things we do. We do need to be more accessible. It is not a dictatorship so it is food for thought for us to consider. She is not sure what districts do it. The District that she is employed in has done it since Covid and they said it has been beneficial. Most people that log on are school district employees. We have a growing population of people who cannot be here but are entitled to the information. They do it through Zoom and there is only one person on the camera so you can hear others.

Mrs. Guido stated she and Dr. Wagner are going to host a Coffee Talk during the Community Connections on May 6 at Huston Middle School. The Community Connections event will be held from 5:00-7:00 PM. This event is open to the public.

Comments from Public

Mrs. Guido stated that the Board welcomes all thoughts and comments and asked that the public keep comments respectful. She added that we limit comments to residents and taxpayers of our District. She called for comments from the public.

None

Mrs. Guido thanked the public for coming and invited them to come to the Board meeting on April 7 for the Budget Workshop meeting. She stated that Mrs. Callahan does a very good job detailing where the money comes from and where it is spent so it is very informative.

Adjournment at 9:11 PM

MOTION: Motion by: Mr. Kaczor
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
March 17, 2026**

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 7:37 PM by Vice President Gretchen V. Beveridge.

Pledge of Allegiance

Mrs. Beveridge asked all present to participate in the Pledge of Allegiance.

Roll Call

Board Members Present: Mr. Rick Kaczor, Mr. Tom Deiseroth, Mr. Robert W. Harris, Mrs. Pam Key, Mrs. Nikki Watson, Mr. Timothy J. Vinkovich, Ms. Tricia Shank and Mrs. Gretchen V. Beveridge

Board Members Absent: Mrs. LeeAnn S. Guido

Quorum present

Others Present: Dr. Shannon L. Wagner, Superintendent, Mrs. Jennifer S. Callahan, Business Administrator/ Board Secretary, Dr. Autumn Turk, Director of Curriculum and Development and Solicitor Lee Price from Andrews & Price, LLC

Student Representatives Present: None

Announce Executive Sessions

March 3, 2026 at 6:00 PM - Collective Bargaining
March 10, 2026 Immediately following meeting - Personnel Agenda
March 10, 2026 at 6:30 PM - Collective Bargaining
March 16, 2026 at 6:30 PM - Collective Bargaining
March 17, 2026 at 7:00 PM - Personnel Agenda and Collective Bargaining

Approval of Minutes

Agenda Meeting – February 10, 2026; Regular Meeting – February 17, 2026

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

Approval of Monthly Financial Reports

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

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

Solicitor Lee Price asked if the Board wants to add an amendment to the agenda to add the hiring of a full-time custodian.

Motion to add amendment to the personnel agenda to add hiring of a full-time custodian.

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

Comments from Public - Agenda Items Only

Mrs. Beveridge called for comments from residents and tax payers.

None

Reports of Administration and Standing Committees

SUPERINTENDENT - DR. WAGNER

Student/Staff Recognition and Reports

Dr. Wagner recognized the following:

- Bon Air Elementary students created Valentine's cards for Senior Helpers and delivered cards to Longwood at Oakmont. She recognized Chase Diller, Savannah Liscio, Rose DeAntonio, Victoria Baustert, Mila Gagen, Cruz Namey, Jeffrey Shutak and Jordan Fantuzzo. This was facilitated by Pam White and Dr. Jim Croushore
 - Dr. Wagner asked Mr. Tim Beckes, owner of Senior Helpers if he wanted to comment
 - Tim Beckes, owner of Senior Helpers thanked staff, administration and students at Bon Air. Partnered with them the last few years. The kids were wonderful and residents really enjoyed it.
 - He added that the Kindergarten concert was done there and the residents enjoyed it also
 - He appreciates the partnership with the District

Board members thanked Mr. Beckes and Dr. Croushore.

Approval of 2026-2027 School Calendar (Attachment 3-6)

Dr. Wagner received some feedback from the Curriculum & Instruction Committee members so she made a few changes to the proposed Calendar. She moved January 25 to May 3 as a Planning & Collaboration Day. She made January 25 a regular school day. She also changed November so that teachers have Professional Development on November 11 and conferences will be held on November 24.

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

DISCUSSION:

Dr. Wagner explained it is built on instructional minutes instead of days. We have 8 Planning & Collaboration days for our staff and 171 student days, the same number of days as current year.

VOTE: Roll Call: All in Favor except Mr. Kaczor voted NO MOTION CARRIED

Summer Work Schedule Information

Dr. Wagner shared information last week.

Approval of District Comprehensive Plan and Supporting Plans for 2026–2029

- Academic Standards and Assessment Requirements
- Student Services Assurances
- Gifted Education Plan Assurances
- Professional Development Plan
- Induction Plan

Dr. Wagner stated she reviewed the plans last week.

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

DISCUSSION:

Mr. Kaczor stated that on Facebook there are people defending the District regarding this plan and how the District is trying to do things better. He said people should show up rather than put negative comments on Facebook.

VOTE: Roll Call: All in Favor MOTION CARRIED

Award the following bids for the Bon Air Elementary School Additions and Alterations Construction Project using up to \$400,000 of Food Service Funds for Contract 5 and Capital Project Funds for all remaining costs:

Contract No 1 – General Construction to Moret Construction Company, Inc.	\$1,960,000
Contract No 2 – HVAC Construction to Lugaila Mechanical, Inc.	\$4,601,000
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Contract No 4 – Electrical Construction to Allegheny City Electric, Inc.	\$2,505,000
Contract No 5 – Food Service Equipment to Great Lakes West	\$ 548,074

Dr. Wagner recommends that the Board approve items 5, 6 and 7. She reviewed the plans and what they entail.

Dr. Wagner discussed what the alternates are that are being recommended. She stated that we added the voice fire alarm upgrade for Bon Air. She believes that although it is expensive as a District, it is an appropriate needed upgrade for what is needed at Bon Air for HVAC.

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

DISCUSSION:

Mr. Kaczor asked what is the plan for the bond.

Dr. Wagner stated we had the bond professional here last week to explain bond issue options. We are prepared to discuss it later tonight but we can discuss now if the Board wants.

Mrs. Callahan stated we have been planning for another bond issue to offset the Bon Air project and potentially some of the other things that need to be done to maintain our facilities so last week we reviewed information and discussed some options for consideration to move forward.

Mrs. Callahan stated Alisha Henry from PNC Capital Market was here and presented scenarios and answered detailed questions about bond issues and timing. She explained the difference

between issuing Bank Qualified or non BQ (over \$10 million). We discussed the fact that we need over \$11 million to cover the costs of the Bon Air project and potentially have several other outstanding capital items that may total several million.

Mrs. Callahan stated that after the discussion last week, she asked Ms. Henry to provide additional estimates for issuing \$20 million to cover these projects. She briefly stated that we could capitalize the interest to offset the budget impact over a few years so the worksheet provided to Board members this evening shows a few different ways we could structure a larger bond issue. She stated the cost of issuing a \$12 million bond was reviewed and Board members seemed more interested in issuing a larger amount. The Board will ultimately need to decide whether or not to borrow more funds now to cover the additional items needed District-wide.

Mrs. Callahan stated if the Board decides to proceed with the Bon Air project, a bond issue is needed, so it makes sense to decide what amount and proceed with the process.

Dr. Wagner went through her worksheet of all of the construction/improvement items we have done since 2006 as well as the items we have been talking about over the past several years. She discussed some of the outstanding items and the cost estimates. She reviewed the current items being done and Bon Air upgrade consideration and what she believes would be next.

Dr. Wagner added that the Board approved the resolution for the District to apply for the Huston Middle School HVAC project upgrade grant.

Dr. Wagner stated that these items do not all require bond issues but she wants to make sure all of the "big ticket" capital items are listed and considered so we can continue to maintain our facilities. She added that it seems like so much is needed, but when we look at what has been done over the last 20 years, we have also done a lot.

Dr. Wagner stated we absolutely need comfortable spaces for children to learn. She provided information about Bon Air univents and the need to upgrade and what it will provide. She stated that she knows there is a lot to do, but want to be realistic about projects needing considered.

Mr. Kaczor stated he thinks we need to look at the broad picture of what needs to be done.

Ms. Shank stated she appreciates the list because it is needed to make decisions and to help determine what we do next.

Mrs. Beveridge asked about the bond timing.

Mrs. Callahan explained that as Ms. Henry mentioned last week, this is a good time to issue bonds if the Board is proceeding with the project. Therefore, the timeline would include the Board approving the resolution appointing bond professionals that will appoint PNC Capital Markets, LLC as the underwriter and Clark Hill PLC as bond counsel. This provides the necessary approval so that she can work with them on the preliminary work that needs done to issue bonds as there is a lot of work that goes on behind the scenes over a several weeks. At the April meeting, the Board will then be asked to make a decision and finalize a resolution and then bonds would be issued and closing will occur in the following months.

VOTE: Roll Call: All in Favor MOTION CARRIED

Award Contract No 6 – Commissioning Testing & Balancing to WAE Balancing, Inc. in amount of \$77,800 for the Bon Air Elementary School Additions and Alterations Construction Project

Dr. Wagner stated these next items are in conjunction with awarding the bids.

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

Award Contract No 7 – Construction Materials & Inspection Services to Hillis-Carnes Engineering Associates in the amount of \$6,968 for the Bon Air Elementary School Additions and Alterations Construction Project

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

APPROVED AT AGENDA MEETING 3/10/2026: Approval of Resolution for Request of Public School Facility Improvement Grant for the Charles A. Huston Middle School HVAC Project

Dr. Wagner stated that the approval was granted and we have submitted the grant and have supporting letters from Representative Abby Major, Representative Jill Cooper and Senator Joe Pittman. We are hopeful that we will receive that grant to offset some of the facilities improvement costs.

Approval of Dual Credit Agreement with Seton Hill University for period July 1, 2025 – June 30, 2028 (Attachment 3-7)

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

Approval of Memorandum of Agreement with Burrell Education Association regarding Summer Credit Recovery Program 2026

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

Permission to place one Speech-Language Pathology Student Teacher from Carlow University at Burrell High School, Charles A. Huston Middle School and Bon Air Elementary for Fall Semester 2026

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

Permission to place one PK-4 Elementary Education Student Teacher from St. Vincent College at Bon Air Elementary School for Fall Semester 2026

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

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

Approval of Services Agreement with The Day School at The Children's Institute for educational services for 2026-2027 school year with Extended School Year (ESY) 2027 (Attachment 3-8)

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

Approval of Professional Service Agreement with ARIN Intermediate Unit 28 for School Psychologist Services for 2026-2027 school year (Attachment 3-9)

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

DISCUSSION:
Mr. Harris asked if the Westmoreland Intermediate Unit does not offer these services.

Dr. Wagner responded no; they no longer offer these services.

VOTE: Roll Call: All in Favor MOTION CARRIED

Adoption of Westmoreland Intermediate Unit's Policies, Procedures and Use of Funds (Attachment 3-10)

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

PERSONNEL: Approval of Personnel Log dated March 17, 2026 (Attached)

MOTION: Motion by: Mr. Vinkovich Seconded by: Mr. Harris
VOTE: Roll Call: All in Favor MOTION CARRIED

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

Mr. Kaczor stated they hired a new Business Manager since Coleen Steim is retiring. The new Business Manager, Tracey Fox started last week and she is also the Board Secretary.

Westmoreland Intermediate Unit Report - Mr. Deiseroth

Mr. Deiseroth reported:

- Hirings and resignations were approved
- Approved conference attendances
- Presented with budget and Burrell School District share is about \$2,000 less than last year

PSBA Liaison Report - Mrs. Watson

Accept resignation of Nikki Watson as PSBA Liaison effective immediately

MOTION: Motion by: Mrs. Watson Seconded by: Mr. Deiseroth
VOTE: Roll Call: All in Favor except Mr. Kaczor voted NO MOTION CARRIED

Board members thanked Mrs. Watson for her services.

Appointment of Pam Key as PSBA Liaison to serve remainder of unexpired term through December 1, 2026

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

BUSINESS - MRS. CALLAHAN

Approval of budgetary transfers (Attachment 3-11)

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

Bond Issue 2026 Information

Mrs. Callahan stated that as mentioned earlier, Ms. Henry provided additional estimates for issuing \$20 million to cover the Bon Air project and some other things needed to maintain our facilities. She reminded the Board that Ms. Henry explained that we could capitalize the interest to offset the budget impact over a few years so an updated estimate has been provided to show a few different ways we could structure a larger bond issue. She reminded the Board that since they officially awarded the Bon Air construction contracts, we will need to do a bond issue. It makes sense to decide what amount and proceed with the process at this time.

Mrs. Callahan stated that the Board budgeted for bond payments of about \$400,000 which covers about \$10 million in bonds. As shown on the worksheets, the annual payment amount increases for a larger bond amount.

Mr. Harris stated fiscal responsibility does not mean not spending money or borrowing money. It means being smart with money. The longer we wait the more it costs. He stated he thinks that taking out the \$18-20 million bond range to pay for projects that need to be done rather than pay 20-30% more down the road is a more responsible plan.

Mrs. Beveridge agreed.

Ms. Shank agreed and mentioned the cost difference is minimal.

Mr. Deiseroth asked if we can do \$17 million and not to exceed \$20 million and leave it open ended.

Mrs. Callahan stated that we have to decide on an amount when we issue the bonds.

Solicitor Lee Price stated Mrs. Callahan needs a consensus on what amount to look at.

Mrs. Key, Mrs. Watson and Mr. Vinkovich agreed that we should issue bonds to cover additional work needed.

Approval of Resolution Appointing Bond Professionals (Attachment 3-12)

Mrs. Callahan stated this item is to appoint the following professionals for the bond issue: PNC Capital Markets as underwriter and Clark Hill as bond counsel. It is required before all of the work that has to happen on her end for the next month or so before bond closing.

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

Acceptance of Independent Audit Report of Hosak, Specht, Muetzel and Wood, LLP and Management's Discussion and Analysis for fiscal year ended June 30, 2025

Mrs. Callahan stated we have received the Audit Report and financial statements from our independent auditors for the fiscal year ended June 30, 2025. The District is required to have an independent CPA firm review our financial accounting to confirm that we are properly recording transactions and accounting for all District funds appropriately and following the many laws and standards set for public school districts with regard to finances. She stated she will briefly run through the lengthy document, but will not get too much into the actual financial reports because she presented and reviewed the details of various financial reports for the prior year at the November Board meeting as part of the required Annual Financial Report that was submitted to the state at the end of October.

Mrs. Callahan stated the first thing in the document is the letter from the auditors which states that our financial statements accurately represent the financial position of the District. It talks about how they review all of our data and do testing on sample transactions to verify everything we do in the Business Office. They conduct the audit each year using Governmental Accounting Standards.

Mrs. Callahan stated that pages 6-14 is the Management's Discussion and Analysis which requires her to prepare and provide certain information and explanations in accordance with GASB #34. The actual financial reports start on page 15 where you will see the Statement of Net position and Balance Sheet. She directed attention to page 20 for the Statement of Revenues, Expenditures and Changes in Fund Balances. This shows total revenue for General Fund, Capital Project Fund and Capital Reserve Fund. It shows revenues and expenditures and fund balances.

Mrs. Callahan stated the next document she would like to review is on page 24 showing the Food Service reports and then the Fiduciary Funds which are student activity accounts.

Mrs. Callahan stated pages 29-61 are notes to financial statements where the auditor explains some of the accounting and she provided more details on items.

Mrs. Callahan stated pages 62-68 show General Fund Revenues, Expenditures and Fund Balances in detail as required.

Mrs. Callahan stated the Final Summary of the Auditor Report is the most important to her and can be found on pages 81-82. It indicates that the audit is an unmodified report with no material weaknesses or significant deficiencies identified and no instances of noncompliance. There are no findings or questioned costs.

Mrs. Callahan stated that all of the financial data here matches what she had reported to the state from her accounting for the fiscal year in the Annual Financial Report submitted in October.

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

Board members thanked Mrs. Callahan for her hard work on managing District finances accurately and commended her for another clean audit.

Acceptance of Proposal from Connectivity Communications for Network Switches, Cloud Management, Maintenance and Support Licensing for July 1, 2026 (Attachment 3-13)

Mrs. Callahan stated as explained last week, we are planning to upgrade our wireless access points District-wide as they are nearly 10 years old. Items e-h are all part of this project. The items are Erate eligible which is a program that provides substantial discounts. We are eligible for an 80% discount this upcoming year on certain services and products through USAC but it requires an extensive process with strict rules and guidelines. Following those guidelines we received and evaluated proposals and recommend proceeding with this item.

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

Acceptance of Proposal from App-Techs Corporation for Wireless Bridges, Cloud Management, Maintenance and Support Licensing for July 1, 2026 (Attachment 3-14)

Mrs. Callahan stated this is similar to item e. We received a proposal for these items and support and licensing through the Erate program with the 80% discount.

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

Acceptance of Proposal and Approval of Contract with Connectivity Communications, Inc. for Wireless Access Points, Cloud Management, Maintenance and Supporting Licensing, and Installation/ Configuration for July 1, 2026 (Attachment 3-15)

Mrs. Callahan stated the largest part of the District-wide access point upgrade and includes the purchase of the access points, licensing and installation. This item is also Erate eligible so we expect to receive an 80% discount on the cost. She recommended the Board approve this item.

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

Acceptance of Proposal and award bid to Full Service Network for Structured Cabling Installation 2026 Project (Attachment 3-16)

Mrs. Callahan stated this item is required for new cabling and installation as part of the wireless project. We followed the Erate and state requirements for bidding this project and received 5 proposals. The lowest bidder was Full Service Network at \$42,911.65. We expect to receive the 80% discount on this part of the project.

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

Approval of Agreement with Chester County Intermediate Unit for Zscaler Private Security Cloud for period July 1, 2026 through June 30, 2028 (Attachment 3-17)

Mrs. Callahan stated we implemented Zscaler a few years ago. This is an updated agreement for the service through the Chester County Intermediate Unit. Ms. Speer, Technology Director, and Mr. Pasko explained the service and the purpose last week.

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

DISCUSSION:

Mrs. Watson asked about the relationship with Chester County.

Mrs. Callahan stated that they partner with Zscaler to provide the services to districts.

Mr. Pasko explained this is also faster and better and the traffic of the data is now routed closer by going through CCIU rather than Zscaler's main place of Washington D.C. This speeds up the technical end of things.

Mrs. Beveridge asked if all schools are going to this.

Mr. Pasko stated there are about 4 in our county. This is our 3rd year and it is really a good product related to security.

Mrs. Watson asked if our data is going to them and if it is external.

Mr. Pasko explained they are the first line of review of the data. Internet access is passed through there rather than the Zscaler data centers and it is going through CCIU so it should be faster.

Mrs. Watson commented about AI and the prompts people are typing. She asked if when any teacher or student uses ChatGPT are we collecting their prompts.

Mr. Pasko stated we do not see that. On a bigger picture you can get that information. We use it to filter our internet traffic. If we do not want people to go to certain sites, we could block the content. He stated we have technology to block from use of a website. We do not purchase bigger subscriptions to see what users are querying or searching.

Mrs. Watson asked is this mainly for the cyber piece of keeping hackers out.

Mr. Pasko responded yes and internet filtering.

VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of Agreement with Swank Motion Pictures, Inc. for K12 Streaming and Site License effective March 1, 2026 through June 30, 2027 (Attachment 3-18)

Mrs. Callahan stated this item was explained by Ms. Speer last week. She explained the need for us to provide an appropriate method for staff to access a streaming platform for educational integration.

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

VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of Agreement with ASPI Solutions Inc. for Bound Pro+ system for athletics and facility use management (Attachment 3-19)

Mrs. Callahan stated Mr. Ferra, Athletic Director, is recommending the change to Bound Pro+ as a solution for the athletic schedule, registrations, building use, internal calendar and electronic ticketing.

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

DISCUSSION:

Mr. Kaczor stated anything should be better than what we are using.

Mrs. Beveridge asked when it will be live.

Mr. Ferra stated registrations for athletics will be on May 1 and facilities on July 1.

VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of Service Agreement with Securly, Inc. for Securly Flex software and services for High School and Middle School through June 30, 2027 (Attachment 3-20)

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

VOTE: Roll Call: All in Favor MOTION CARRIED

Communications

None

Requests for Use of Buildings (Attachment 3-21)

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

VOTE: Roll Call: All in Favor MOTION CARRIED

Payment of Bills (Attachment 3-22)

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

DISCUSSIONS:

Ms. Shank asked two bill questions:

1. What is the payment to: Be An Overcomer Ministries

Mrs. Callahan replied that she can see it was for a speaker at the High School per Dr. Roland so she will follow up with her for more information to send to Board members.

2 What is the payment to: Justgiving

Mrs. Callahan stated it was a donation from a Middle School student activity group that was required to be paid by credit card so the District made the payment and student activity group reimbursed the District.

VOTE: Roll Call: All in Favor MOTION CARRIED

Additions to Agenda (Agenda Meeting only)

Comments from Public

None

Adjournment at 8:44 PM

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

Seconded by: Mr. Deiseroth
MOTION CARRIED



Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/mls