

**BURRELL SCHOOL DISTRICT
BOARD MEETING - BUDGET WORKSHOP MINUTES
April 7, 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 7:00 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, Mr. Robert W. Harris, Mrs. Pam Key, Mrs. Nikki Watson (arrived at 7:18 PM), Ms. Tricia Shank, Mrs. Gretchen V. Beveridge and Mrs. LeeAnn S. Guido

Board Members Absent: Mr. Timothy J. Vinkovich

Quorum present

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

Student Representatives Present: None

Mrs. Guido commented that she is very disappointed that there are no members of the public in attendance. The Board has been inviting and encouraging people to attend this public meeting for months. We sent information out to parents and advertised. She stated it is extremely frustrating that people will complain online but are not taking the time to come to meetings to learn and understand the facts and details.

Comments from the Public - Agenda Only

None

Budget 2026-2027 Draft – Information

Mrs. Callahan presented 59 slides with General Operating Fund Draft Budget information as follows:

- Budget process/preparation – zero based budgeting
- Total Revenue \$38,723,497 includes 5.3 mill tax increase and planned use of fund balance \$750,000 and Total Expenditures \$39,141,910 leaving a deficit of \$418,413
- Largest Expenditure Category increases:
 - Special Education and Student Tuition \$ 738,572
 - Payroll/Wages \$ 432,271
 - Health Insurance Benefits \$ 200,432
 - Debt Service (Bond Payments) \$ 145,000
- Salary/Wages total \$15,495,491 increased \$432,271 or 2.9% over prior year
- Positions changes included in 26-27
- Summary since 2011-12 approximately 21 positions eliminated or reduced for total savings of \$3,081,000

- Insurance benefit costs \$3,592,101 increased \$200,432 or 5.9% over prior year
- PSERS cost \$5,145,729 increased 1.2%
- Debt Service costs \$3,444,626 increased \$145,000 or 4.4%
- Instructional Building Budgets total \$409,757 increased 0.2%
- Vocational Technical Education – NWCTC share \$861,368 increased 5.6%
- Cyber Charter School Tuition total \$833,500 increase \$131,500 or 18.7% over prior year
 - Budget 37 students: regular ed \$15,200 per student and Special Ed \$29,200 per student
- Special Placement Tuition total \$1,096,726 increased \$423,487 or 62.9%
 - Budget 18 Special Ed full-time placements at an average of \$50,000 per student
- Special Education Services total \$1,392,383 increased \$183,585 or 15.2%
 - Services to support approximately 300 students with 19 classroom assistants/aides
- Reviewed 6-year history on these 3 items
- Safety/Security Budget \$314,865 for 3 armed guard positions up 4.4%
- Various other expenditure data and information reviewed including Online Education, ESOL, Psychologist Services, Social Work Services, Staff Development, Student Accounting, Community Relations/Services, Board Services, Legal/Accounting Services, Tax Collection, Fiscal Services
- Athletics total \$260,049 plus Wages/Benefits \$503,792 total \$763,841 up \$46,936 or 6.37%
- Transportation total \$1,856,676 increased \$26,142 or 1.4%
- Facilities/Maintenance Budget \$1,114,510 increased \$23,363 or 2.1%
- Revenue total \$38,723,497 increased \$1,273,698 or 3.4%
 - Local Revenue \$22,116,858 increase \$827,405 or 3.9%
 - Real Estate Tax – Largest Revenue Source - Increase 5.6 mills or 4.6% = \$777,838 revenue
 - Total Assessed Value decrease from prior year \$170,000
 - Assessed Value history reviewed showing large commercial property decrease last few years due to real estate tax appeals
 - Lost \$734,345 in real estate tax revenue in the past few years due to this issue
 - Pending tax appeals outstanding
 - Real Estate tax increase impact on average homeowner = \$122/year or \$10.16/month
 - State Revenue \$15,403,516 increase \$508,818 or 3.4%
 - Basic Education Subsidy – 2nd largest revenue
 - Estimate \$6,946,531 increase \$11,155 or 0.2%
 - Special Education Subsidy estimate \$1,586,205 increase \$32,678 or 2.1%
 - Ready To Learn estimate \$469,992 increase \$201,484
 - Federal Revenue \$453,123 increase \$6,030 or 1.35%
 - Fund Balance reviewed
 - Committed funds \$550,000
 - Uncommitted/Unassigned
 - Estimated ending balance \$1,353,892 which is 3.5% of expenditures
- Comparison to County Districts – last 6 years
 - Reviewed assessed value increases of other districts over that period (natural growth) compared to Burrell LOSS of assess value \$-4,725,850
 - Also looked at Basic Ed increase over the same 6 years where the county average is over \$2 million, but Burrell increase is \$977,383
 - Shows how our assessed value decrease has substantially impacted us financially and why we have had to raise taxes when other districts have not
- Next Steps – look to cut expenditures to reduce deficit
- May meeting – adopted the proposed final budget 26-27
- June meeting – adopted the final budget 26-27 and set real estate tax rate

Budget 2026-2027 Discussion

Mr. Kaczor asked what is that percentage increase for the 5.3 mills and what is the index max.

Mrs. Callahan responded the 5.3 mill increase is 4.5% increase. She stated 4.6% is the max.

Mrs. Guido asked what is the Building Supervision Specialist position.

Mrs. Callahan responded that Dr. Wagner is managing all buildings, custodians and grounds/maintenance in addition to her responsibilities as Superintendent. This person would manage this work.

Mrs. Key asked what is the Adjusted Support position.

Mrs. Callahan responded that this would be in the Technology Department. It is currently a part-time Technology Support person that we recommend making a full-time job. Not only would this role support general technology, but they would also be the media specialist and possibly District website and social media. This will bring the Technology Department to 4 full-time people.

Mrs. Beveridge asked about the NWCTC keeping our \$100,000 each year and do they keep funds from the other sending districts.

Mrs. Callahan replied that each year, the NWCTC has an annual financial report which shows the amount of revenue and expenditures. The difference, or remaining balance was in the past always returned to the sending districts in a percentage share equal to the contributions. We typically received an average of over \$100,000 so that revenue source has been budgeted. However, they made a change in the recent years to not return the funds but rather to keep them to offset some capital expenditures needed so that revenue source is now eliminated.

Mr. Kaczor shared his opinion about the NWCTC keeping \$100,000 overage each year. He suggested it so they would not have to request additional money for projects or for matching grants. He stated it makes more sense to keep the funds rather than to have to charge the districts a large amount at any given time to support the capital expenditures.

Mrs. Watson asked is this a different formula and does every district have their own formula for the tuition of Cyber/Charter school students.

Mrs. Callahan stated the NWCTC formula is completely different than the formula for tuition for cyber/charter schools. The NWCTC prepares a budget of revenue and expenditures. Then the "difference" is made up by the district contribution. The total contribution amount is pro-rated to districts based on % share of Average Daily Memberships (ADMs). It is based on our budget and ADMs. Cyber/Charter school tuition is a formula based on individual school district budgets and number of students.

Mrs. Watson asked when you discuss the costs of special education tuition, does that include in-person special education and Cyber/Charter schools.

Mrs. Callahan responded no that is different. The special education tuition for students attending physical schools is in the special education tuition category. Special education students in cyber charter schools are budgeted in the cyber charter school budget. We have to pay the special education cyber charter tuition for students who are in Cyber/Charter schools, whether it is special education kids going to Cyber or if they get labeled as special education while in Cyber.

Mrs. Watson asked if the special education placements are just kids who go to outside special education placements.

Mrs. Callahan explained the placements for special education are schools that we have students attending for specific needs. It includes schools like St. Anthony, New Story, River Academy, Children's Institute, and WPA School for Deaf/Blind.

Mrs. Guido asked about the special education placement and are any of these for medical needs.

Dr. Egnor replied that these are students who attend partials and insurance covers it, education would be separate from that.

Mr. Kaczor asked if eAcademy could be an option for any of these special education students to save costs.

Dr. Egnor stated this is an IEP team decision and it is difficult to return back to school once placed. He stated that most of these kids would not get the academic benefit from online learning because many have multiple needs that are being served at these schools.

Mrs. Callahan stated these costs do not include transportation and other costs and it only includes tuition. It is also based on current estimates of students based on needs and information from early intervention or discussion with families.

Dr. Egnor shared examples from the past couple of years with transient families moving in that have had multiple students in some of these types of placements.

Dr. Egnor shared that the Children's Institute tuition spots are partially paid by the state through "4010" but the District has to cover full amount until "4010" spot becomes available. Some children stay until they are 22 years old. Dr. Egnor stated that currently two students are attending and one is the full cost because there is not yet a spot available.

Ms. Shank asked do 20% of our students have an IEP.

Dr. Egnor stated 18.6% was our last PennData figure. He stated that we are below the state average and added that autism and emotional disturbance are above state average and intellectual disability is increasing rapidly.

Mrs. Guido asked how many students have 1-on-1 aides for next year.

Dr. Egnor stated there are three 1-on-1 aides for medical reasons only in the whole District and one will be graduating this year. He stated everyone else is designated as a classroom assistant. He stated Intensive Support are classroom assistants to teachers in the classroom. Students share the support aides to maximize paraprofessional support as best as we can and this allows us to rotate support to prevent burnout and service more students

Mrs. Watson asked with the increased number of students who need special education services, are our special education teachers are approaching at their caseload match where we will have to look at hiring more teachers.

Dr. Egnor replied autism support is a maximum of 8 students and learning support can have up to 50 students on caseload.

Dr. Egnor stated that with incoming kindergarten we were supposed to have eight students, but that has reduced due to some staying in early intervention placements.

Dr. Egnor stated there are more students with multiple disabilities such as autism and intellectual disability, genetic disorder, etc. We will have to look at this as they move up through the system to support in Middle School and High School. The need in elementary is not going away.

Mrs. Guido asked is this happening throughout the county or just Burrell.

Dr. Egnor responded yes, it is happening across the county and we hear a lot about it especially with autism support. At first, we just reshuffled the deck instead of adding positions but we are not at that point anymore.

Dr. Egnor explained the needs for psychology services. Coming out of Covid we only had a 0.5 psych services and were contracted with Key Solutions for additional evaluation services. We shifted to contracting with ARIN Intermediate Unit.

Dr. Egnor stated there are 73 total evaluations for the year (currently) and may be a few more such as complex multiple disabilities, low cognitive scores, complex cases, needs more of a school psychologist presence. More than 50% of our students who qualify for intellectual disability receive learning support (not life skills support) and the school psychologist helps with this. The school psychologist can also help with Functional Behavioral Assessment (FBA) and Positive Behavior Support Plan (PBSP) and counseling.

Mrs. Guido asked why the students with multiple disabilities are not identified long before they come to us. She also asked are their parents not getting help before they come to school.

Dr. Egnor stated we are mostly identifying them here. Our intervention system has helped students learn how to learn and the ones that work are beneficial. Every week we have a student who is qualifying with an intellectual disability or multiple disabilities. We have to do a school age evaluation for all new early intervention students as well.

Mr. Kaczor asked can we move on because this meeting is about the budget not special education.

Mrs. Guido responded that we need to know where our costs are and why. It is relevant to see where we can make the cuts, and what positions can go and what positions we need to stay. Administration is going to get creative. We do not have additional money and she is not comfortable with the draft tax increase.

Mrs. Watson asked are we diagnosing ourselves into more costs and can we do less on psychology services and less on evaluations.

Dr. Egnor stated we cannot just say no evaluations because the kids will still need them. If placement is not the answer, then we need to know how to service these students.

Several Board members shared concerns about over diagnosing students.

Dr. Egnor explained that special education does not diagnose, it just determines if the student meets special education eligibility. In prior years we had 120 evaluations per year for learning disabilities and most were not qualifying, we are not evaluating 120 kids anymore, but the ones we are evaluating are complex cases.

General discussion ensued about early childhood development in the community and parents not seeking the care for their children's needs.

General discussion ensued about kids coming into classrooms unprepared for kindergarten.

General discussion ensued about a retirement incentive and if that could be an option to get some to leave and to save money. The Board questioned how many of our teachers and administrators are at 30 years or more.

Ron Zanella, BEA Representative, stated he believes if there is no incentive then it will be five teachers retiring over the next contract. He stated if there is a substantial incentive there could be 20 teachers over the next contract. He stated if an employee has over 55 years old and over 25-30 years of service, the PSERS penalty is manageable.

Dr. Wagner stated there are two teachers at the top and we could shuffle to not replace. There are others near the top that we would need to replace so a large incentive does not save us much money.

General discussion ensued about a retirement incentive vs furlough.

Mr. Harris stated some districts prefer to incentivize retirement instead of furloughs.

Mrs. Guido stated some districts prefer to furlough and/or send the furlough letter in the next two weeks to be safe.

General discussion ensued regarding furloughs and a potential furlough notice.

General discussion ensued about potential elimination of prevention specialist, virtual case manager, and building manager positions.

Mr. Harris stated he believes it will freak people out and have a negative impact on culture and will negatively impact contract negotiations.

Mrs. Guido stated due to the budgetary strain, we should try to eliminate positions that will not affect services for our general education kids.

Ms. Shank asked can a Professional Learning Coach serve as the Building Manager position.

Mrs. Callahan stated that she does not think we could require a professional employee within the teacher's union to work outside their scope by working as a facilities manager.

Mrs. Guido stated if we do not make adjustments, we are going to face this issue again next year. What if we do not issue bonds or run out of fund balance money.

Dr. Wagner stated we may not be able to do construction projects such as the pool, paving, etc.

General discussion ensued about potential capital needs.

Mr. Harris asked has the Board ever discussed Pay to Play for athletics and activities.

Dr. Wagner stated it will only bring in about \$30,000 and creates issues for the coaches.

Dr. Wagner stated we could eliminate some programs. We have as many athletic and activities as Fox Chapel.

Mr. Kaczor asked about the Kiski Swim Co-Op and the \$2,500 for custodians to drive them in a van. Can this be eliminated.

Ms. Shank asked do we still need all of the prevention specialist positions.

Dr. Wagner stated she has data she is collecting to show what these positions do and the types of referrals that they address by overseeing lunches, meeting with kids for level 1 types of referrals such as bus, behavior/self-reflection, and reflect and return. They are the first line for behavior issues. Dr. Wagner stated when we take that away it all goes back to the administrators.

General discussion ensued in regards to are they giving consequences and could school counselors or behavior specialist do this work instead.

Dr. Wagner stated Prevention Specialists run lunch detention.

Dr. Wagner stated Hannah Mulkern is overloaded and the needs are not easy. We did not fill an elementary guidance counselor position because we wanted an additional social worker or behavior specialist but we can no longer add those positions.

Mrs. Beveridge asked do we need to go through the budget to decide what to keep and what to eliminate.

Dr. Wagner responded yes; we will need to get there once we hear all of the information.

Mrs. Guido stated we know behavior issues are increasing. We have to look at classroom teacher positions that need to go and to eliminate the personalized learning coaches. Teachers have had three years to learn and figure out what they are doing without them.

Dr. Wagner stated if we want to eliminate these positions, we would have to furlough for economic reasons so we do not end up with having to add those positions back into the classrooms for the cost savings.

Dr. Egnor stated prevention specialists are partially funded with grants.

Dr. Wagner stated if you get rid of all of these positions then administration will be dealing with a lot of the student management.

Ms. Shank asked did you replace Mrs. Lott because it is noted to replacing position in the budget.

Dr. Wagner responded that we will not need to replace that position if we eliminate a 3rd and 4th grade teacher and we can re-allocate someone to Special Education.

Mrs. Watson asked can we start our own autism program and bring placement kids back and charge other people to send kids here.

Dr. Egnor stated there is no guarantee people would send kids and we would need an alternate location because there is not a room or staff to accommodate that.

Dr. Wagner shared that in the past when we tried to do that, there was an issue with us sending kids to Kiski is due to PIMS reporting.

Mr. Kaczor asked about the Community Newsletter and where does it get printed.

Dr. Wagner stated that CBT Creative prints it.

General discussion ensued about the printing of the newsletter and if the District can print it or can the MakerSpace do it.

Dr. Wagner stated it costs \$26,150 which is our portion of the cost to print and mail. It is printed once a year. She stated we could cut it but we will not have a community publication anymore.

Mrs. Watson asked about the Tax Collection Share and is this negotiated because it seems like a lot of money to pay for this.

Mrs. Callahan stated that with Lower Burrell we pay one third of the costs of the Treasurer's office costs and the City pays one third and the county pays one third. The City has a Treasurer and three full-time secretaries on staff. This is part of the set up due to the specific class of City that Lower Burrell is. She stated that for Upper Burrell we pay \$18,000 to the elected tax collector. They collect taxes and send us our share. There are rules/laws we have to follow for this and legally she does not think we have many options.

Ms. Shank asked is our turf "re-rubbing" in the athletic budget?

Mrs. Callahan stated that the pellets and maintenance are in the facilities budget. Resurfacing the turf would be a capital expenditure when needed.

Dr. Wagner stated that replacing the turf and track is usually 15 years if we take good care of it.

Mr. Kaczor asked could the NWCTC transportation costs go down if we allowed them to drive to the CTC. He asked why we do not allow them to drive there.

Dr. Wagner stated this was an Administration decision and the students are not allowed to drive to NWCTC. She stated the kids were stopping for lunch and it was an administrator who made that decision.

General discussion ensued about needing to revisit this to see if we can allow students to drive to NWCTC to save transportation costs.

Mrs. Guido asked can we see the numbers for custodians. She stated she can support not replacing the custodian position.

Mr. Harris asked what caused the big drop in the 2021-2022 assessment value.

Mrs. Callahan stated it was property assessment appeals and she shared the 2023-2024 and 2024-2025 decreased revenue in real estate tax.

Mrs. Callahan stated the three largest properties have pending appeals still out there, Siemens, Hillcrest and Respirationics. She said she lists them by what is on the tax map site. If those get reduced substantially, we are looking at another hit.

Mrs. Key asked what did we raise property taxes last year.

Mrs. Callahan stated it was 4.5 mills last year which was 3.8%.

Mr. Kaczor asked if the PSERS committed fund balance need to be at that number.

Mrs. Callahan stated it does not. She does think we should have committed funds in case we have to pay money back because of the tax appeals. She added we can consider adjusting this. Mrs. Callahan stated we could uncommit the PSERS amount and put into fund balance.

Mrs. Watson asked who has control of changing the figures in the assessed value comparison chart for us – who should we talk to about this issue.

Mrs. Callahan responded that our solicitor stated that since our county has not had a re-assessment, the value gets calculated by a formula which is why the commercial properties can file an appeal to have a reduction. Also, there are no new housing plans or major land developments in Lower or Upper Burrell, so there is no natural growth.

Mrs. Watson stated public education in Pennsylvania is broken from the top down and the state is enabling that to happen.

General discussion ensued about considering an early retirement incentive offering.

Mrs. Callahan stated if someone retires based on what is in the current contract, we save \$35,000 for each position. If a position is eliminated, there is a substantial cost savings. If you keep the position, anything you pay as an incentive takes away from any cost savings.

Mr. Harris stated we need to be very careful when we toss the word furlough out there. He stated that he believes if we furlough due to economic reasons, we need to notify the person 60 days before passing a budget (state law) which is in two weeks.

Mr. Harris stated the school funding formula in PA is broken. No one wants taxes to go up but it is our responsibility to pay the bills and fund our bills which means we have to raise our taxes. Raising taxes is just to maintain what we have and that is not even to cover any increases. This is going to be an ongoing issue as natural growth continues to decline. We should probably be raising to the index every year so we are not in this position in the future.

General discussion ensued about potential communication of furloughs and the idea that we would rather send out an incentive for retirement and eliminate the positions through attrition. If we do not have retirements, we may then have to furlough.

Board President directed Administration to post the full budget presentation to the website and to also post the most important information with narration so residents understand the issues we face. This should be an explanation of the issues our District is facing and the cost of the tax increases to homeowners and why the tax increase is needed. We should also include the district comparison chart so people see that we are facing a different issue than other county districts.

Board members suggested we invite our state representatives and senators to our meetings to share this information and to put state representative and senator's contact information in the presentation for the public to address funding issues and mandates with them.

Mrs. Watson stated she will reach out to Senator Pittman and State Representative Abbey Major. She suggested to share on the District Facebook page and social media and to share with the Tribune Review. She also suggested that Administration reach out to state representatives to talk about the comparison chart and how much of a burden Burrell School District is facing due to the assessment decreases to see if they can do anything to assist.

Authorization for preparation of Bond 2026 issue documents in amount of \$20 million for consideration at April Board meeting

Mrs. Callahan stated we had planned for the minimum \$10 million bond issue but now are considering between \$18-\$20 million to cover the costs of the Bon Air project and additional capital needs such as paving at Bon Air and High School.

Mrs. Callahan reviewed cost estimates and explained the difference in costs between \$18 million and \$20 million bonds.

Mrs. Callahan stated it does not really change this budget but it would change future year's budgets. There is no difference in 2026-2027, but the increases in future years are slightly higher if the Board chooses to issue \$20 million.

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

DISCUSSION:

Mrs. Callahan explained that the PNC estimates show net district cost and show a wrap around so that as other debt is getting paid off, new debt payments increase to keep the payments fairly level and consistent at about \$3.5 million per year.

Mrs. Callahan stated that rough estimates for paving and the Bon Air project show that we would need about \$18.4 million so if the Board wants to also try to take care of a few other minor things, issuing \$20 million should be considered.

Mr. Kaczor stated it will likely be more expensive 2-3 years down the road to do some of the capital improvements and we will not be able to afford it so we should issue \$20 million now.

VOTE: Roll Call: All in Favor MOTION CARRIED

Comments from the Public

None

Adjournment at 9:32 PM

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



Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/mls

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
April 14, 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 7:00 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, Mr. Robert W. Harris, Mrs. Pam Key, Mrs. Nikki Watson (Arrived at 7:04 PM), Ms. Tricia Shank, Mrs. Gretchen V. Beveridge and Mrs. LeeAnn S. Guido

Board Members Absent: Mr. Timothy J. Vinkovich

Quorum present

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

Student Representatives Present: Josh Pruitt

Announce Executive Sessions

March 24, 2026 - 6:30 PM - Collective Bargaining

April 14, 2026 – Immediately following meeting - Personnel Agenda

April 21, 2026 - 7:00 PM - Personnel Agenda

Approval of Minutes

Agenda Meeting – March 10, 2026; Regular Meeting – March 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

Paul Olijar, Resident

- *Item 9b. Bond issue – questioned why amount on agenda is more than original discussions \$10 million*

Mrs. Guido replied that items and costs have changed and there are additional capital needs that have been added since that time which resulted in the increased bond issue amount.

Reports of Administration and Standing Committees

SUPERINTENDENT - DR. WAGNER

Student/Staff Recognition and Reports

Permission to place one Early Childhood Education Student Teacher from Carlow University at Bon Air Elementary for Fall Semester 2026

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

Approval of Westmoreland Intermediate Unit Master Services Agreement for 2026-2027 school year

Dr. Egnor reviewed the services agreement.

Mr. Kaczor asked if it is the same every year.

Dr. Egnor stated they update the prices but it is basically the same items.

Approval of Agreement with Grade Point Resources for Contracted Staff for 2026-2027 school year

Dr. Egnor explained the agreement for contracted staff.

Mrs. Guido suggested the Board may want to wait and not approve this agreement until the budget is decided.

Dr. Wagner stated that she will present it next month if it is not acted on this month. She stated that she will explain why the positions are needed.

Mrs. Callahan added that if no one makes a motion on the item this month, we can bring it up again in May.

Mrs. Watson asked if the price difference between what they charge and what they pay to employees is standard because it seems like a large amount.

Dr. Egnor stated it is payroll taxes, insurances, etc.

Mrs. Watson asked why there is a difference in payment per day for some and payment per hour for others.

Dr. Egnor stated this is the way it was presented to us by Grade Point Resources. Certain positions are by day and others are hourly.

Mrs. Watson asked if these positions have always been subcontracted.

Dr. Wagner stated when she first came to the District there was a set up to subcontract positions to help with behavior. That was cut in 2011 and we went without them. However, coming out of Covid, behaviors were a bit worse so the support became needed.

Dr. Wagner added that when we first introduced this concept using ESSERS funds, the prevention specialists had been substitute teachers in the District and were paid a daily rate to do this specialist role.

Mrs. Watson stated she would like to advocate for our paraprofessionals and believes they are necessary positions. She wants to make sure we are doing it the best way possible.

Dr. Wagner stated she will be sharing data in May to support what she is saying and recommending.

Dr. Egnor added that prevention specialists get a different package than paraprofessionals from Grade Point Resources.

Approval of Agreement and Acceptance of Terms of Service & Privacy with SameGoal for Pro License Edition effective May 1, 2026

Dr. Egnor stated he has been investigating this product for a few months. It is a special education management system. We had been using Skyward as our special education system and we are currently upgrading to Qmlativ. The vendor presented at WIU a few months ago and it could be a useful tool.

Dr. Egnor stated that we are trying to balance the workload of IEP writing and special education teaching and ensure compliance. A lot of paperwork goes with that so this will help with less time on paperwork and more on students.

Mr. Harris asked would this also aid in special education audits because it would be housed in the same place as other documentation.

Mr. Kaczor asked how much it will cost.

Dr. Egnor stated it is \$7,975 for the first year. He stated we currently pay \$5,673 for Qmlativ plus DocuSign to sign IEPs and 504s and gifted IEPs virtually. We would no longer need that so it would be about a \$2,000 cost increase overall.

Mr. Kaczor asked for confirmation that we are asking to spend more money for this program.

Dr. Egnor stated it is more efficient for the department with implication for compliance and compliance monitoring. It is a collaborative workstation which is a huge benefit for teachers.

Mr. Kaczor suggested that maybe the District can get the money back somewhere else to offset the cost.

General discussion ensued about the additional cost, the value of the program and how can we get the money back somewhere else.

Dr. Egnor stated this is a benefit for teachers and the Special Education department for accuracy and compliance. We get revenue by filing for Access. We bill for services related to IEPs and it goes into a fund that we can pull from to offset the budget. There have been compliance issues that cause a week or two delay or even a month of billing for Access funds. Districts have made efforts to have procedures to make it as efficient as possible, but there are still concerns and this can help increase the access revenue greater than the \$2,000 cost difference. He said that if there is an error in an IEP, it can result in Due Process and there could be costs associated with that. The product further protects us as a District much more than a manual compliance. The department can spend time on other areas as needed.

Dr. Egnor added that the agreement includes a discount but it includes the Pro version of the product which has translation for EL students and other upgrades.

Mrs. Guido stated that she does not think the issue is this program. She recognizes the importance of having the checks and balances and a system that we can work with. She stated that the Board can discuss a related matter in executive session.

Mrs. Callahan stated for clarification that the Board cannot discuss the agreement in executive session. This is a public discussion matter but she believes Mrs. Guido may be referring to a personnel matter that she would like to discuss in executive session.

Mrs. Guido clarified and agreed it is a personnel matter relating to Special Education that she would like to discuss in executive session.

Annual Wellness Report

Mrs. Callahan stated that wellness relates to student services and curriculum so it falls in this area of the agenda, but our Food Service Director, Mrs. Mlinarcik heads the wellness committee so she will provide the annual report.

Mrs. Mlinarcik stated that the District is meeting the required goals and nutrition education is occurring as well as physical activity.

Mrs. Mlinarcik reported on the items as discussed by the committee:

- All nutrition guidelines are set in stone for next year relating to guidelines and domestic purchasing for the 2026-2027 school year.
- The Whole Milk for Healthy Kids Act did pass so we do now have whole milk offerings and students seem to enjoy it. She said that it is no longer counted in the nutrition guidelines that she has to offer.

Mrs. Watson stated that the students are excited that the menu item orange chicken is back. She also stated that there has been some talk about recess being important and wondering if that is something that has been discussed especially as it relates to middle school students.

Mrs. Mlinarcik stated she is aware that it has been brought to the table at state level. She knows organized play is not the same as free play but stated that the students are active. She added that fifth grade is getting a lot of physical activity.

Dr. Wagner added that BUC Time is club time and other less structured time.

Mrs. Watson stated she talked with Mr. Welch about it and that it is valued. If we are hearing talk about recess or free play, the law does not have to change for schools to institute recess. She wants to advocate for a 15 minute or 20 minute block for kids to have free time to run around.

Dr. Egnor stated that we also encourage instructional breaks to increase achievement opportunities in learning.

PERSONNEL: Approval of Personnel Log dated April 21, 2026

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

Westmoreland Intermediate Unit Report - Mr. Deiseroth

PSBA Liaison Report - Mrs. Key

Mrs. Key stated that PSBA is requesting that school boards in Pennsylvania pass a resolution calling for increased state funding. They are urging legislative action for public education as follows:

- Continuing the state's commitment to adequacy funding
- Continuing to provide significant and sustained increases to basic education funding (BEF) through the state's fair funding formula
- Providing substantial increases to the special education funding and communicating the urgent need for increased federal funding to Congress
- Providing sustained state funding and support for school infrastructure improvements
- Ensuring sufficient state resources are provided for career and technical education

Mrs. Key stated that PSBA is hoping that legislators are recognizing that costs are increasing and funding is decreasing.

President Guido asked that the Resolution be added to the agenda next week.

Mrs. Watson stated that she sent an email to Pennsylvania State Representative Abby Major's office to try to advocate for the funding issue that our District is facing. She stated that she understands it is something that is being pushed across the state but she thinks it is important that we address it for the issue that we as Burrell are facing as it is different.

BUSINESS - MRS. CALLAHAN

Approval of budgetary transfers

Approval of Resolution Authorizing the Incurring of Nonelectoral Debt by the Issuance of General Obligation Bonds in the Aggregate Principal Amount Not to Exceed Twenty-Four Million and 00/100 Dollars (\$24,000,000); covenanting to pay, and pledging all available taxing power for the payment of, the bonds; establishing a sinking fund and appointing a sinking fund depository; fixing the form, maximum interest rates, maturity dates, redemption and other provisions for the payment thereof; covenanting to accept a proposal for the purchase of the bonds; authorizing a filing of required documents with the department of community and economic development; ratifying and directing certain actions of officers; and making certain other covenants and provisions in respect of the bonds.

Mrs. Callahan stated this long agenda item is the official resolution language of the bond issue that we are considering for approval next week. We have been talking about issuing additional bonds for about two years now and most recently at our public meetings over the last four months as it relates to the Bon Air Project and some other capital needs of the District over the next few years that include things like paving and roof repairs/replacements.

Mrs. Callahan stated that last month the Board formally approved for PNC Capital Markets and Clark Hill to serve as the professionals on this bond issue. Alisha Henry of PNC is here with us again tonight to go through the final estimates and financial matters relating to the bond issue.

Ms. Henry reviewed the presentation of the estimated figures for a \$20 million bond issue.

Ms. Henry explained that it is a "not to exceed" issue which legally requires them to stay within parameters set in the bond resolution language. Although we know it is a \$20 million issue, the resolution shows \$24 million due to variables with interest rates and premiums. When we did a \$10 million bond issue in 2024, the "not to exceed" was set at \$12 million. It cannot be listed as the amount of the bond issue when done this way because there has to be wiggle room as interest rates move. She stated that it is standard to list the amount as 20% larger than what you think the bond issue will be. There are protections in the resolution for the Board that states PNC cannot fund a project that exceeds \$20 million.

Ms. Henry explained we are still wrapping the bonds to minimize budgetary impact. We also have set it up to capitalize interest to minimize the immediate budget impact. There is a bond rating call next week and it takes 75-90 days from there, so the potential sale date would be around May 5th and then bond closing in June.

Ms. Henry reviewed the debt service schedule. She explained the capitalized interest and reviewed the bond payment is estimated at about \$540,000 for 2026-2027.

Mrs. Callahan explained we cannot afford to pay the full budgetary impact in the first year so using the capitalized interest in the first few years to gradually get to the full payments. Mrs. Callahan explained again that figures in the draft budget show expenditures and revenues. This presentation shows net payments only.

General discussion ensued about the bond rates and costs as they are all estimated until bonds are sold.

Mrs. Guido asked if these may change in the next few weeks.

Ms. Henry explained that the estimates include a buffer to allow for market changes. While she does not discuss politics, she explained that the market can move based on political impacts and things said by

politicians. This caused a huge issue with rates in March, but the rates have rebounded. If things stay as they are, the bond issue will likely end up better than these numbers.

Ms. Henry stated that she is always in contact with Mrs. Callahan and if estimates are still good next week we will proceed. May 5 is the soonest that they can sell. The District is not forced to sell if the market changes drastically.

Ms. Henry again confirmed it is not a \$24 million bond issue but rather \$20 million.

Food Service Report Information

Mrs. Callahan stated the District Food Service Director, Megan Mlinarcik, is here to provide an update on the Food Service Program at this time. She provided a written summary of the items she will discuss.

Mrs. Mlinarcik stated she focused on the Community Eligibility Provision Lunch Program (CEP) this year. This is the second full year of CEP so we are about half way through the program because we committed to four years plus a grace period.

Mrs. Mlinarcik reviewed financial considerations on CEP. She explained Identified Student Percentage (ISP) and how the revenue is calculated. While we have substantial participation in school meals, the department will struggle to break even going forward as costs of labor and food increase but the reimbursement rates have a gap in the amounts paid. She also reminded the Board that the food service fund balance has been high for the past few years due to increase in reimbursements as part of COVID relief in 2021-2022. The Board has committed to using those funds toward the Bon Air kitchen equipment during the renovation, so the fund will be depleted. She mentioned that our student ISP has been decreasing over the past 2 years, but she explained the importance to continue CEP for our families. She discussed other revenue streams such as a la carte and vending.

Mr. Harris asked if vending must match the snack guidelines.

Mrs. Mlinarcik responded yes and we can set-up the machines by rows and have some on during the day and others on in the evening to meet guidelines.

Mr. Kaczor stated that the NWCTC is getting rid of their vending machines due to disruption and students spending money they do not have on vending, so he therefore disagrees with approving a vending contract.

Ms. Shank added that their school has vending machines and the student access is monitored so there are no issues.

Mrs. Guido asked for confirmation that the free lunches and breakfasts are for all students. She also asked if we qualify for CEP because of the percentage of students and asked if the state does not reimburse us for every student having a free lunch.

Mrs. Mlinarcik replied yes, all students have access to free breakfast and lunch meals. She stated that 59% of meals served are reimbursed at the higher "free" rate but the remaining 41% are reimbursed at a lower rate.

Mrs. Callahan added that the District's ISP is dropping so it could be an issue for renewal of CEP when the current CEP period expires.

Mrs. Mlinarcik stated she continues to look at that.

Mrs. Guido asked if the vending revenue could go toward other things the District needs.

Mrs. Callahan stated she believes it should be food service revenue because it is food related and monitored by the Food Service Department.

Mrs. Beveridge stated before COVID we used to fill out forms for free meals. What happened to those?

Mrs. Callahan stated that those forms are no longer required as part of the CEP program. We still receive notification from the state for all families who qualify for direct certification. That is the majority of families who had previously qualified for free meals.

Mrs. Watson asked if it helps with revenue when students purchase a double lunch.

Mrs. Mlinarcik stated that really doesn't impact us much. It is really the a la carte sales that have an impact.

General discussion ensued about the ISP number and the costs to continue the CEP program.

Mrs. Callahan reminded Board members that when the CEP program was presented for Board consideration a few years ago, we mentioned that the state had reduced the required minimum from 40% down to 25%. At that time Burrell School District was over 40%, so it made sense to pursue this option as a benefit for our families and students. It is something that we are continuing to monitor to see if it still makes sense to pursue after this initial five year program.

Approval of Vending Service Agreement with Iron City Vending Co. for equipment and services for three year period

Mrs. Callahan stated that as Mrs. Mlinarcik mentioned, this is a source of funding for the Food Service Department. Mrs. Mlinarcik solicited proposals from various vendors including the current provider and we analyzed the ideas and equipment and revenue they have to offer to determine our recommendation.

Mrs. Mlinarcik explained that this vendor is local and provided a new approach and ideas in their proposal. It includes new equipment and options for credit card payment as well as options to have certain rows that meet smart snack guidelines turned on during the day with others to come on with a timer before/after school. The revenue proposal is 20% commission on gross sales. She recommends that we proceed with this agreement.

Adoption of 2026-2027 Westmoreland Intermediate Unit General Operating Budget

Mrs. Callahan stated each year the Westmoreland Intermediate Unit adopts a General Operating Budget and then as members of the IU, we are asked to adopt the budget as well. The IU operates very differently than school districts because it actually has several different budgets and the General Operating Budget is just a piece of their financial operations. However, this piece includes the services such as Executive, Financial, Technology, and Curriculum that serve the districts.

Mrs. Callahan stated that the WIU budget total revenue and expenditures are \$6,305,373 which is a decrease of \$358,156 from the prior year. The revenue includes contributions from districts in the amount of \$240,225 which is about \$50,000 less than the 2025-2026 budget. Burrell's Share is \$8,946 which is \$1,985 less than prior year.

Mrs. Callahan stated the decrease is mainly due to less services provided to and used by districts in relation to the technology department. Directly related is a large decrease in the technology expenditures in equipment and personnel. As you are aware, we have brought several technology agreements to the Board for approval as part of this change since the IU is no longer offering the services and we have found better options elsewhere.

Mr. Deiseroth explained the process and stated that some districts are voting no. The IU has to have a certain number of yes votes from districts for the budget to pass.

Mrs. Guido asked what are the concerns of the districts that are voting no. She also commented that two districts do not even have reps on the board.

Mr. Deiseroth stated the districts do not agree with the direction, financials and district contributions.

Mrs. Watson asked which districts do not have reps on the WIU board.

Mrs. Guido responded Belle Vernon and New Kensington.

Mrs. Guido asked what decreased and what services do we now get from them that they are decreasing items.

Mrs. Callahan stated she discussed the technology end of things, but others would have to speak to their areas such as curriculum and student services, etc.

Dr. Wagner stated they have done our LETRS Training and that curriculum is an area that they do well.

Dr. Egnor added that the student services group meets and works through items together.

Mrs. Watson asked what the consequences are of voting no on the budget.

Mrs. Callahan suggested that would be something our solicitor should answer.

Mr. Harris stated that he believes PA School Code requires us to pay the bill for our District contribution if the WIU budget passes.

Mrs. Guido stated she believes that IUs are antiquated and have outlived their usefulness. She stated it feels wasteful to continue to pay for their administrative costs.

General discussion ensued about protesting the formality.

Mrs. Guido stated that she would like to get the solicitor's take on the process and what could happen if the District does not approve the budget.

Award bids for purchase of Athletic Supplies for 2026-2027 fiscal year

Mrs. Callahan stated each year we bid athletic supplies to meet purchasing requirements and to try to obtain the lowest cost for items we need each year. The total amount recommended is \$32,219 for 72 different items to 7 different vendors. This amount is very consistent with the last several years amounts. However, the cost of items has gone up, so the amount of things we are getting is less as we try to keep our budget as low as possible but still support the students' athletic activities.

Mrs. Callahan stated Athletic Director, Mr. Ferra works with coaches and the trainer to determine the needs for the athletic supplies bid each year.

Mrs. Callahan stated as noted last week during the public meeting to review the draft budget and start to formulate the final budget, we currently budgeted about \$16,000 in athletics for football uniforms. These are not included in this bid as they need ordered earlier than the bid timeline. We keep a record of the uniforms ordered each year to make sure we are trying to rotate where the funds are spent each year. According to the records, the last time football uniforms were ordered was 2021.

Mrs. Callahan stated this bid includes items like scorebooks, baseballs/softballs, basketballs and socks, nets, etc. for all sports plus all the supplies the trainer needs and uses such as athletic tape, ice bags and bandages.

Approval of Contract with Graham Professional Sound & Video for Event Services at Commencement on June 4, 2026

Mrs. Callahan stated each year the District uses a professional sound and video vendor for Graduation. This is the vendor we have used the past several years and they require a contract.

Approval of W.L. Roenigk student transportation driver list update

Mrs. Callahan stated the Board is required to approve the student transportation drivers and W.L. Roenigk had some additions to the list so she will be asking for Board approval next week.

Budget 2026-27 Draft Information

Mrs. Callahan stated that last week we spent several hours looking at all of the details of the first draft of the District's 2026-2027 General Operating Budget. It included information, discussion and debate about all of the things we spend District money on. We talked a lot about the major issues with this budget, such as the cost of our special education and placement increase, and the fact that our District assessed value decreased again this year which is really the biggest issue we face that other districts do not.

Mrs. Callahan stated if anyone read the Valley News Dispatch article, our Board President did an excellent job discussing the issues we face with our budget.

Mrs. Callahan stated after talking through 50+ slides and discussing items that may need to be considered to be cut in order to reduce the deficit and in an effort to possibly decrease the included potential tax increase, the Board asked her to prepare a brief highlight video to get out to the public since literally not one member of the public attended the meeting.

Mrs. Callahan stated as suggested by our Board members, she used Google NotebookLM to create a five minute video presentation of the budget which highlights the main items. She asked the Board if they would like to watch it before it gets posted publicly to provide factual information about our budget situation to our residents who may be interested.

The Board requested to view the video. Mrs. Callahan played the video publicly.

Mrs. Callahan stated we will discuss the proposed final budget in May and the final budget in June. We will keep working to reduce the expenditures and possibly decrease the tax increase if possible before bringing a final budget to you for approval in June.

Communications

None

Requests for Use of Buildings

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

Payment of Bills

Additions to Agenda (Agenda Meeting only)

Mrs. Guido asked if there are any other items to add to the agenda besides the resolution.

Comments from Public

Paul Olijar, Resident

- *Asked if the Board ever posted the draft budget*

Mrs. Callahan explained that she will post the presentation as the Board requested and it provides basically line by line items and explanations of the cost and what makes each area of the budget.

Mrs. Callahan stated it will be posted on the District website by the end of the week. She also stated that the state budget format will be posted on the District website after the Board approves the proposed budget in May.

BOARD MEMBER COMMENTS:

Mrs. Key stated she attended the Life Skills Prom that Burrell hosted at Hillcrest Country Club. It was an excellent event and seven districts participated and it was a beautiful event and the students enjoyed it.

Dr. Egnor stated he has a slide deck that will be shared next week.

Ms. Shank asked who organized it.

Dr. Egnor stated Sara Schwartz did most of the work. She has a disabled brother and is one of our speech therapists. She took the lead and did a magnificent job. It was a true prom-like atmosphere. She got donations from people and did a fantastic job. It will not be sustainable to recreate it each year and we are hoping to share it collaboratively for it to continue.

Adjournment at 8:47 PM

MOTION:

Motion by: Mr. Kaczor

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
April 21, 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 7:39 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, Mr. Robert W. Harris, Mrs. Pam Key, Mrs. Nikki Watson, Mr. Timothy J. Vinkovich, Ms. Tricia Shank, Mrs. Gretchen V. Beveridge and Mrs. LeeAnn S. Guido

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 and Solicitor Lee Price from Andrews & Price, LLC

Student Representatives Present: None

Announce Executive Sessions

April 14, 2026 – Immediately following meeting - Personnel Agenda

April 21, 2026 – 7:00 PM - Personnel Agenda and Collective Bargaining

- Immediately following meeting - Collective Bargaining

April 28, 2026 – 6:00 PM - Collective Bargaining

Approval of Minutes

Agenda Meeting – March 10, 2026; Regular Meeting – March 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 4-1)
- b. General Fund Report (Attachment 4-2)
- c. Capital Reports (Attachment 4-3)
- d. Food Service Reports (Attachment 4-4)
- e. Student Activity Reports (Attachment 4-5)

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

Comments from Public - Agenda Items Only

None

Reports of Administration and Standing Committees

SUPERINTENDENT - DR. WAGNER

Student/Staff Recognition and Reports

Dr. Wagner recognized:

- Mrs. Aranyos, Middle School Gifted Coordinator, took students to K'NEX STEM Design Challenge
 - Neeso Sarkarov and Truly Watson placed 3rd
- Huston Middle School 8th graders: Addi Turk, Avery Turk, Frankie Rosa and Mila Woodard won Sustainability Design Challenge through Consortium for Public Education; Reset Room project was funded for \$1,300 to create space at High School for students to decompress and reset during the day
- 3rd Grade students Margaret Gleasman, Cruz Blose and Ava Lucchino competed in design challenge and won during a live Tinkercast Show at Fox Chapel High School
- High School – Demetri Romaniello and Dylan Young visited 9th grade American History classes to share World War I artifacts and personal insights into what life was like on the front lines

Permission to place one Early Childhood Education Student Teacher from Carlow University at Bon Air Elementary for Fall Semester 2026

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

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

Approval of Westmoreland Intermediate Unit Master Services Agreement for 2026-2027 school year (Attachment 4-6)

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

Approval of Agreement with Grade Point Resources for Contracted Staff for 2026-2027 school year

Dr. Egnor stated that this was discussed last week.

NO MOTION – ITEM DIES DUE TO LACK OF MOTION

Dr. Wagner suggested this can be discussed at a future month's meeting.

Approval of Agreement and Acceptance of Terms of Service & Privacy with SameGoal for Pro License Edition effective May 1, 2026 (Attachment 4-7)

Dr. Egnor stated that he has some updated information regarding this item. He met with the Regional Sales and CEO and took a deeper dive into the program. They analyzed the number of licenses and reviewed license options with emphasis on compliance and administrative efficiency. Some of these changes plus a few other budgetary adjustments bring the overall costs to break even rather than a budgetary cost increase.

Dr. Egnor stated it is more effective for Administrative uses. He reduced from Pro to Plus and believes that it will be functional. It leaves out the translation and unlimited document history library, but 6-month document history is included. It eliminates the advanced signature options and attachment capability.

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

DISCUSSION: Mr. Harris thanked Dr. Egnor for doing due diligence to reduce options to keep it cost neutral.

Mr. Kaczor asked what is the pricing.

Dr. Egnor stated it is \$6,746.

Mr. Kaczor stated it still is a \$800 difference.

Dr. Egnor responded yes and he made other budgetary reductions.

Mr. Kaczor stated he thinks we should table it another month.

Mrs. Guido stated she is not as concerned with waiting since it is now cost neutral. She asked if we can get out of the other Adobe and Qmlativ agreements.

Mrs. Callahan stated yes, the Adobe service is ready for renewal so we can proceed with the limited quantity for personnel matters which reduces the costs as Dr. Egnor explained.

Dr. Egnor stated yes, he spoke to Qmlativ.

Mrs. Guido asked for confirmation that there are no termination fees.

Dr. Egnor stated he confirmed this with Qmlativ and added that SameGoal is a premier partner.

Mrs. Guido asked if we table this for a month what are the consequences.

Dr. Egnor stated we need to know which Adobe sign we are using sooner rather than later. Additionally, we are in the process of implementation so in order to go live, it could cause timing issues. He added that if we approve the agreement now, licensing fees are from May 1 to June 30 so we get free access to the product for 2 months.

Mr. Kaczor asked why we always wait until the last minute to make decisions. Why could we not have had this item a month or two ago.

Dr. Egnor stated he was doing due diligence to see if it was a good option. This just became available in January so he took the time to make sure it was the right product before bringing it to the Board as recommendation.

Mrs. Callahan added that the Technology Director also met with him and the vendor to review how it ties to everything.

Dr. Egnor stated that everything has been taking place over the last few months.

Mrs. Guido thanked Dr. Egnor.

Mr. Kaczor stated you had it for months we had it for two weeks.

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

Annual Wellness Report (Attachment 4-8)

Mrs. Callahan stated Food Service Director Megan Mlinarcik presented the annual Wellness Report last week and a written report is provided.

Dr. Egnor thanked the Board for letting him attend the PAPSA State Conference. There are only so many across the state so it is very helpful to be able to meet with them.

PERSONNEL: Approval of Personnel Log dated April 21, 2026 (Attached)

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

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

Mr. Kaczor reported:

- Doing something with CTC kids (through fundraising – no cost to the District) for EF Tours to go visit all of the European car manufacturers. Over the next few years, they are going to do a few different opportunities for students to travel abroad.
 - Ms. Shank commented that she has used EF Tours every time she took students to other countries and they do an excellent job with the students. Commented that many colleges are now doing a plus program for traveling to other countries related to the field of study.
 - Mrs. Guido asked if it is during the summer and asked for confirmation it is at no cost to CTC
 - Solicitor Lee Price stated it is not a school sponsored event; CTC is just allowing them to fundraise and advertise
- 3 students placed at state level
- Hired new Culinary Arts Instructor, Mr. Barbiaux
- Student of the Month – Andrew Beveridge
- Lathes ordered \$48,000 grant funded
- Mr. Vinkovich commented they also got some heavy machinery for students to learn to use in carpentry and masonry through grant funds of \$116,000
- Approved school calendar, summer schedule, and budget; They did what they could to cut; They are able to get grants much more than public schools.
- Roof issue on building inspection and it is failing but under warranty
- Next meeting is third Thursday of May

Westmoreland Intermediate Unit Report - Mr. Deiseroth

Mr. Deiseroth:

- Executive Director on medical leave and IU is seeking an interim director
- Building Grounds Supervisor left so looking to fill that position
- Advertising for solicitor services
- Next meeting is April 28

PSBA Liaison Report - Mrs. Key

Approval of Resolution Calling for Increased State Funding (Attachment 4-9)

Mrs. Key stated she provided the copy of the resolution.

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

VOTE: Roll Call: All in Favor MOTION CARRIED

Mrs. Key reported:

- Senate returned and the House will return and budget pressures are growing
- Mental health needs, instructional challenges and special education enrollment continues to increase and State and Federal funding is lagging
- Districts are adapting to AI while trying to maintain integrity
- Information received about Moonshot Grants:
 - Fox Chapel has done Unified Esports for all so it included neurodiverse student participation.
 - Butler School District utilizes an indoor farmers market, pop up makerspaces, and partner with other businesses on Main Street all part of their work with the Reimagine High School grant for partner with Vex Roberts for computer science and robotics.

Dr. Turk stated that the Middle School studios are funded through a Moonshot Grant. We have applied for multiple Moonshot Grants but this is the first one we received. They seem to like to fund programs as opposed to designing spaces.

Dr. Wagner stated it is very competitive and must be community and school-based project.

Mrs. Key reported that the Pennsylvania Education budget debates center around district improvements with additional money. Financial resources are allocated to ensure districts can meet standards and provided quality education to all students so they want to make sure things are improving with the money being spent.

Mrs. Guido commented that we already have needs that are exponential so it sounds like they are saying they want to see that we are making improvements.

Mrs. Guido asked if the resolution will be posted on the website.

Mrs. Callahan stated she can do so and will post it with the budget.

BUSINESS - MRS. CALLAHAN

Approval of budgetary transfers (Attachment 4-10)

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

VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of Resolution Authorizing the Incurring of Nonelectoral Debt by the Issuance of General Obligation Bonds in the Aggregate Principal Amount Not to Exceed Twenty-Four Million and 00/100 Dollars (\$24,000,000); covenanting to pay, and pledging all available taxing power for the payment of, the bonds; establishing a sinking fund and appointing a sinking fund depository; fixing the form, maximum interest rates, maturity dates, redemption and other provisions for the payment thereof; covenanting to accept a proposal for the purchase of the bonds; authorizing a filing of required documents with the department of community and economic development; ratifying and directing certain actions of officers; and making certain other covenants and provisions in respect of the bonds.

Mrs. Callahan stated this long agenda item is the official resolution language of the bond issue that we have been discussing in detail the last few months but in concept for about two years now. Our representative from PNC Capital Markets was here last week and last month to go over the financial parts of the bond issue and tonight we have our Bond Council here to go over the legal matters relating to this issue.

Mrs. Callahan introduced Bond Council Lisa Chiesa from Clark Hill to explain this item in detail.

Ms. Chiesa stated she put the resolution together to cover multiple things that the Board may want to do. It covers the District for compliance with local government unit debt act. It is the official action of the Board. It also becomes a contract with buyers of the bonds. The Bonds are issued in public market. Promises that are made by the Board include that the District will diligently spend the funds over a three-year period and must hire a depository to track the bonds over the life of the bonds. This is required under the debt act and must comply with federal securities laws regarding the prospectus to be issued on behalf of the District. She explained that the resolution states it is \$24 million but Section 11.01 states that the bonds will be up to \$20 million so the amount is set at what the Board chose.

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

DISCUSSION:

Mrs. Key stated that locking in the bond issue makes her very nervous.

Mr. Kaczor stated that he knows it is difficult for all of us but believes it is necessary. We have been putting things off such as paving at Bon Air and as we continue to wait, the cost just keeps going up. We know the public is not going to like it, but if we do not do this, it will cost more five years from now.

Mr. Kaczor stated that he thinks Board members should keep in mind that if they vote to approve this bond issue, they should vote to approve the tax increase in the budget to cover the cost of payments.

Mrs. Guido stated she agrees we cannot vote to spend our money if we are not going to cover the money in the budget to pay the bills. There has been a lot of public chatter about selling Stewart for a dollar. If we had not closed it and made the agreement with the developer, the bond issue would be significantly more money as we would also have had to fix Stewart.

Mr. Kaczor agreed and stated it would be closer to \$40 million we would need if we had not made the decision to close Stewart.

Mrs. Guido stated she believes that the Board has made really solid business decisions over the past few years.

Mrs. Guido asked for clarification about the bonds being publicly sold and that the taxpayers of Lower Burrell could actually purchase a portion of our bonds and benefit from the interest.

Ms. Chiesa added that she is expecting about 4% earned each year and that bonds are triple tax exempt for federal, state and local. She added that the public could purchase bonds.

Mrs. Guido asked if it is legal for Board members to purchase bonds.

Ms. Chiesa stated it is a publicly traded investment so yes, it is legal and there is no conflict.

Mrs. Guido called for a roll call.

VOTE: Roll Call: All in Favor MOTION CARRIED

VOTE – ROLL CALL: Mr. Deiseroth, Mr. Harris, Mrs. Key, Mrs. Watson, Mr. Vinkovich, Ms. Shank, Mrs. Beveridge, Mr. Kaczor and Mrs. Guido voted YES

Food Service Report Information

Mrs. Callahan stated the District Food Service Director, Megan Mlinarcik, provided an overview of the status of the Food Service program last week.

Approval of Vending Service Agreement with Iron City Vending Co. for equipment and services for three year period (Attachment 4-11)

Mrs. Callahan stated as she explained last week, this recommended vending service agreement can be an additional small source of funding for the Food Service department. Mrs. Mlinarcik solicited proposals from various vendors including the current provider and we analyzed the ideas, equipment and revenue they have to offer to determine our recommendation.

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

DISCUSSION:

Mrs. Guido stated that there has been speculation publicly that someone is related to the owner of this vending company and that is why this agreement is being pursued. She asked if anyone on the Board or Administration present is related to the owner of the company.

Everyone replied they are not related.

Mrs. Guido asked if the proposal of 20% revenue amount is good.

Mrs. Callahan explained that Mrs. Mlinarcik solicited quotes from 5 different vendors and received 4 proposals. This amount is the highest revenue amount proposed. The vendor brought other ideas into their proposal so overall this is the best proposal and that is why it is being recommended.

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

Adoption of 2026-2027 Westmoreland Intermediate Unit General Operating Budget (Attachment 4-12)

Mrs. Callahan stated the WIU General Operating Budget total is \$6.3 million and the revenue includes contributions from districts in the amount of \$240,225 which is about \$50,000 less than the 2025-2026 budget. Burrell's Share is \$8,946 which is \$1,985 less than prior year. The decrease is due to less services provided to and used by districts in relation to the WIU Technology department. She stated she mentioned last week that we are not using any technology services, but after verifying with our Technology Director, we do use the SentinelOne program as part of our cyber security measures and we get discounted rates by purchasing through the IU as a group consortium.

Mrs. Callahan stated last week there was some discussion regarding the school code and the districts having to contribute funds and what happens if the districts do not approve the WIU General Operating Budget so that can be revisited with Solicitor Lee Price as part of the item discussion.

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

DISCUSSION:

Mr. Kaczor asked if we do not pay the \$8,000 District contribution amount, what impact does that have on us.

Solicitor Lee Price stated it is not an individual contract so if it passes then it passes. If it does not pass then they have to do something to cut. By law, we are required to belong to the IU and are therefore required to pay the contribution amount.

Mrs. Watson asked for clarification for if they stay within their budget.

Solicitor Lee Price stated local school districts have to subsidize IU's just like subsidizing charter schools all over the state. He clarified we are subsidizing charter schools because it is tuition for our students to attend it. The IU is a legal requirement.

Mr. Deiseroth stated they told him if it does not pass, they have to turn their approved budget into the state by May 1 and if they do not, there are certain things they will have to do and may include fines they have to pay for which could result in additional costs to District.

Mr. Kaczor stated the state does not have to pass a budget on time which is ridiculous. WIU waited till the last minute but must have it approved in two weeks.

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

Award bids for purchase of Athletic Supplies for 2026-2027 fiscal year (Attachment 4-13)

Mrs. Callahan stated these bids were prepared and recommended by Mr. Ferra, Athletic Director and she recommends the Board approval for these bids.

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

DISCUSSION:

Mrs. Guido asked about football uniforms and asked for confirmation that they are not in this list.

Mrs. Callahan stated it is not included.

Mrs. Guido asked about cutting the uniforms from the budget.

Mrs. Callahan stated that she did not realize the uniforms were already committed to by Mr. Ferra in order to have them for the start of the fall season. She asked Mr. Ferra to comment or explain.

Mr. Ferra explained that this happens when we purchase fall uniforms, he needed to commit already in order to have them for the start of the season. The only other option going forward is to budget for them and then not have them until the following season.

General discussion ensued about uniforms and football.

VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of Contract with Graham Professional Sound & Video for Event Services at Commencement on June 4, 2026 (Attachment 4-14)

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

Approval of W.L. Roenigk student transportation driver list update

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

Budget 2026-27 Draft Information

Mrs. Callahan stated we are continuing to work on the budget to try to reduce the deficit and possibly decrease the tentative tax increase amount.

Mrs. Callahan stated she will present a proposed final budget for Board consideration in May and the Final budget in June.

Communications

None

Requests for Use of Buildings (Attachment 4-15)

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

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

Payment of Bills (Attachment 4-16)

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

Additions to Agenda (Agenda Meeting only)

Comments from Public

None

BOARD MEMBER COMMENTS:

Mrs. Key stated that May 23 is the first Farmers Market in Lower Burrell. There are some new vendors and it is expected to be larger.

Mr. Harris asked if construction work will impact the market.

Dr. Wagner replied it will not. There will be a fence around the back of the building where construction will be occurring but the market will still occur in the front and sides of buildings.

Mrs. Beveridge thanked Dr. Turk for the opportunity to attend the Kentucky Re-Imagine School site visit trip and thanked Dr. Wagner for driving.

Adjournment at 8:50 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