

**BURRELL SCHOOL DISTRICT  
AGENDA MEETING MINUTES  
May 12, 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 7:13 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. Tom Deiseroth, Mr. Robert W. Harris, Mrs. Pam Key, Mrs. Nikki Watson, Ms. Tricia Shank, Mrs. Gretchen V. Beveridge and Mrs. LeeAnn S. Guido

Board Members Absent: Mr. Rick Kaczor and 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: Josh Pruitt

**Announce Executive Sessions**

May 12, 2026 – 6:00 PM - Safety and Collective Bargaining  
- Immediately following meeting - Personnel Agenda  
May 19, 2026 – 6:00 PM - Collective Bargaining and Personnel Agenda

**Approval of Minutes**

Budget Workshop – April 7, 2026; Agenda Meeting – April 14, 2026; Regular Meeting – April 21, 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**

#### **School Safety Report Information**

Dr. Wagner stated Dr. Roland shared school safety information in executive session.

#### **Approval of Educator & Clinician Preparation Field Experience Agreement with Indiana University of Pennsylvania for period of 5 years**

Dr. Wagner stated we need to renew the articulation agreement.

#### **Permission to place one Social Studies Student Teacher from Indiana University of Pennsylvania at Burrell High School for Fall Semester 2026**

#### **Approval of Bon Air Additions and Alterations Project Change Order FS-1 for Great Lakes West, LLC in the amount of DEDUCT \$121,962.07 for post bid changes to kitchen equipment**

Dr. Wagner stated with the Bon Air project we have tried to reduce costs to save money as much as possible. Food Service Director Megan Mlinarcik reviewed all of the kitchen equipment because she believes we can use some of the items we already have to reduce overall costs by over \$120,000. That requires a change order but it is a good change order as it is a deduction.

The Board thanked Mrs. Mlinarcik for finding ways to save money.

#### **Rescind approval of Security Systems of America Contract for fire alarm monitoring upgrade at Bon Air Elementary School from December 2, 2025 and termination of Security Systems of America monitoring service at all buildings effective June 30, 2026**

Dr. Wagner explained that in the fall we were having some issues at Bon Air with our alarm monitoring so at that time we asked the Board to approve the quote for an upgrade. The contract they provided was different information than what we had when we approved it. In the meanwhile, because we are doing the High School project upgrade, the contractor met with the project architects. The company Wilkins Co., Inc. stated they are willing to update the panel at no cost and would then like to take over our monitoring for the system. Bon Air also has an add on for an upgrade. Wilkins is the subcontractor for the Bon Air project upgrade as well. Since they are the vendor for both systems, they offered to install radial cellular at all schools and then take over the monitoring. They are going to install for free.

Dr. Wagner stated that Security Systems of America monitoring and Summit Fire alarm inspection's cost is about \$4,020 for Bon Air and the High School plus radial cell is \$5,600.

Dr. Wagner stated that Wilkins is offering us a cost at about \$4,584 so overall it will cost less. She is recommending this agreement so everything is the same and for ease of understanding plus it is cheaper.

Mrs. Beveridge asked if the insurance company ever brought up this issue.

Mrs. Callahan responded no because it was all working until the fall.

Mrs. Guido wanted to confirm that they will inspect and monitor so it will be all under one company.

Dr. Wagner responded yes; it can be frustrating when it is different companies.

**Approval of Agreement with The Wilkins Co, Inc. for Fire Alarm Inspection and Monitoring effective May 19, 2026 through May 18, 2029**

Dr. Wagner explained this agreement with previous item.

**Approval of Agreement with Red Rover Technologies, LLC for Absence Management Subscription effective July 1, 2026**

Dr. Wagner stated she has been looking into this vendor's absence management system. It calls for subs and manages the number of absence days for employees. The current vendor has consistently increased costs. This vendor offers the service at a lower price. The current cost is \$11,046 but with changing to Red Rover, the annual cost will be \$5,400. There is a one-time set-up cost of \$2,100 which is still a decrease in our overall budget of \$3,550. Five of the county districts are now using Red Rover.

**OTHER ADMINISTRATION - DR. TURK / DR. EGNOR**

**Approval of Agreement with Grade Point Resources for Personnel for 2026-2027 school year**

Dr. Egnor stated he is presenting this agreement again and the sooner GPR knows we are proceeding the better it will be to ensure staffing. He will remove the paraprofessionals number so we are not locked into a certain number of paraprofessionals.

Mrs. Guido asked if we are going to talk about prevention specialist positions tonight because she believes we held this agreement due to that.

Dr. Wagner stated that she believes these positions are non-negotiables and are needed but we have other cuts in the budget that we have made in order to keep these roles. She would like to have the prevention specialists and PCA's agreement approved so that we can have the staff for next year.

Dr. Egnor stated that the prevention specialists are needed. He added that the county likes the model used and they see it as such a good program that they are trying to copy the model.

Mrs. Callahan reminded the Board that we had 4 prevention specialists in the current budget and it was cut to 3 for the 2026-2027 budget which reduces costs.

**Approval of Local Education Agency Letter of Agreement with Allegheny Intermediate Unit for Pennsylvania's Education for Children and Youth Experiencing Homelessness (ECYEH) Program for 2026-2027 school year**

Dr. Egnor stated this is the outline of what the regional liaison is responsible for and what the District is responsible for. It gets updated every other year.

**Approval of Agreement with MHY Family Services for Educational Services for 2026-2027 school year**

Dr. Egnor stated this agreement is for Mars Home for Youth which directly provides services at Longmore Academy which is a school we use for some of our placements.

Mrs. Guido asked if it is a general agreement and not for specific students.

Dr. Egnor replied yes.

**Approval of Letter of Agreement with Westmoreland Casemanagement & Supports, Inc for Student Assistance Program for 2026-2027 school year**

Dr. Egnor stated this outlines the Westmoreland Casemanagement & Supports, Inc. liaison role.

**Appointment of Michael A. Chapman, DDS as school dentist for 2026-2027 school year**

**Appointment of Kultar Shergill, MD as school physician for 2026-2027 school year**

**Permission to discard obsolete library books**

Dr. Turk explained that these are all children's books that will be given to other schools or are outdated and not circulated. She will remove that page if they are being sent to other buildings since it is not a discard.

**PERSONNEL: Approval of Personnel Log dated May 19, 2026**

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

**Westmoreland Intermediate Unit Report - Mr. Deiseroth**

Mrs. Guido asked if the WIU budget passed.

Mr. Deiseroth stated it did pass.

**PSBA Liaison Report - Mrs. Key**

**PSBA Delegate Appointment Information**

Mrs. Callahan stated that the Board has a letter from the CEO of PSBA regarding the appointment of delegates for the PSBA delegate assembly for 2026 which is the annual association wide business meeting. It is usually tied to the annual leadership conference and is a physical meeting to be held on Saturday, November 7 at Cumberland Valley School District. Our District is a class 3 category so the Board may appoint up to 2 individuals to attend the delegate assembly. If anyone of our Board members want to attend as delegates, the Board must appoint at a public meeting and it must be submitted to PSBA by June 26.

Mrs. Key stated due to the budget, maybe we do not go this year. She stated she did go last year and it was very informational to be around and talking with other districts and seeing presentations. She hates to have the District pay for a few nights of a hotel when our budget is so tight.

Mrs. Watson asked how many districts participate.

Mrs. Key replied there were many districts in the state represented.

Mrs. Guido asked how much of a voice we have when you go. She suggested we appoint and then the option is available so that we can decide when we get closer if we can financially do it. We should at least appoint one person as our PSBA Liaison.

Mrs. Callahan stated she will add the appointment to the agenda for next week.

## **BUSINESS - MRS. CALLAHAN**

**Approval of budgetary transfers**

**Appointment of Treasurer for a one-year term beginning July 1, 2026**

Mrs. Callahan stated as required by school code the Board must appoint a treasurer annually. The current treasurer is Ms. Shank and she just recently went through the bonding and bank signature paperwork and we updated our letterhead in January.

### **Approval of Resolution on check signatures**

Mrs. Callahan stated this item is required when there is a change to signing officers. We typically approve it each time just to keep it current regardless of if there is a change.

### **Approval of Depositories**

Mrs. Callahan stated the Board is required to approve our banks and accounts each year so she provided the list of depositories which has not changed since last year.

### **Approval of PSBA Policy Services Member Agreement**

Mrs. Callahan stated we have participated in PSBA membership and used the PSBA policy services which provides our website and public access to our policy manual. It also provides the software we use to make updates to the policies and then PSBA and their legal team review and finalize policies through the system. PSBA is moving from Board Docs to PSBA Policy Portal which provides upgrades and enhanced features and services. The change requires approval of an agreement and she recommended to approve the agreement. The software is free when we elect PSBA policy services with our dues renewal each year.

Ms. Shank asked about policy upgrades and if this covers it.

Dr. Wagner responded that the Board will likely be receiving a large number of updates later this summer so that we can move through our entire policy manual.

Mrs. Callahan stated this is the software that houses our policies but the agreement with PSBA to go through and update our entire manual is a separate agreement.

### **Ratification of United Green Energy Contract for natural gas supply for period September 1, 2026 through August 31, 2027**

Mrs. Callahan stated several years ago, the Board approved Keytex Energy Consultants as the exclusive agent for obtaining Natural Gas Service and she is the agent for the District who can act on its behalf. We lock in rates for commodity and basis when rates are good. We had locked in 75% of our commodity for the 2026-2027 year and now are locking in rates for the remaining 25% as recommended by our consultants.

Mrs. Callahan stated as the agent, she approved this recommendation due to timing issues with the market and the Board is simply asked to ratify it afterwards.

### **Award bids through Westmoreland Intermediate Unit Joint Purchasing Consortium Board for Multi-Purpose Paper for 2026-2027 school year**

Mrs. Callahan stated we participate in joint purchasing to get the best pricing for our print/copy paper supply each year. The lower bid came in at \$31.21 per carton from W.B. Mason so she is asking the Board to award the bids. She stated we are purchasing less cartons and the price is less than the prior year, so overall it is a reduction of nearly \$6,000 from the prior year.

### **Approval of Northern Westmoreland Career & Technology Center 2026-2027 General Operating Budget**

Mrs. Callahan stated as a member of the NWCTC, we share in the cost of the budget. The total NWCTC budget is \$5,368,024 and our share is \$861,358 which is an increase of \$45,906 over the prior year. Our percentage share of students enrolled continues to increase which increases our share of the budget costs.

**Authorization of execution of an operation contract in amount of \$861,358 with Northern Westmoreland Career & Technology Center for 2026-2027 school year and approval of Resolution authorizing payments for District share of operating expenses**

Mrs. Callahan stated that the formal requirement per the NWCTC bylaws for the districts to approve a contract and approve a resolution authoring the payments for the upcoming year.

**Adopt Proposed Final General Fund Budget 2026-2027**

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

- Budget process/preparation – zero based budgeting
- Total Revenue \$38,529,390 includes 4.9 mill tax increase and planned use of fund balance \$640,000 and Total Expenditures \$38,531,006 leaving a deficit of \$1,616
- CHANGES since Draft Budget: Expenditures decrease \$-610,904 and Revenue Decrease \$-194,107 reducing the deficit to almost nothing
  - Eliminated Facilities Manager position, Reduced a custodian to part time, Eliminated a Teacher position, Eliminated Case Manager position
  - Eliminated travel/conferences
  - Reduced supplies/equipment budgets
  - Decreased the Real Estate Tax Increase by \$61,808 from 5.3 mills to 4.9 mills
- Largest Expenditure Category increases:
  - Special Education and Student Tuition \$ 728,418
  - Payroll/Wages \$ 247,939
  - Health Insurance Benefits \$ 68,962
  - Debt Service (Bond Payments) \$ 115,116
- Salary/Wages total \$15,311,159 increased \$247,939 or 1.6% over prior year
  - Reduced positions so this item decreased since Draft budget
- 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 \$3,460,631 increased \$68,962 or 2% over prior year
  - Rates were set so this item decreased since Draft budget
- PSERS cost \$5,084,844 increased \$2,250
- Debt Service costs \$3,414,742 increased \$115,116 or 3.5%
  - New Bond Issue amounts finalized so this item decreased since Draft budget
- Instructional Building Budgets total \$408,942 increased \$157
- 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 \$1,096,226 increased \$418,987 or 62.2%
  - Budget 18 Special Ed full-time placements at an average of \$50,000 per student
- Special Education Services total \$1,386,729 increased \$177,931 or 14.7%
  - 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 \$239,243 plus Wages/Benefits \$503,131 total \$763,841 up \$46,936 or 6.7%
- Transportation total \$1,856,676 increased \$26,142 or 1.4%
- Facilities/Maintenance Budget \$1,110,310 increased \$19,153 or 1.8%
- Revenue total \$38,529,390 increased \$1,079,591 or 2.9%
  - Local Revenue \$22,077,050 increase \$787,597 or 3.7%

- Real Estate Tax – Largest Revenue Source - Increase 4.9 mills or 4% = \$716,030 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 = \$113/year or \$9.40/month
- State Revenue \$15,359,217 increase \$464,519 or 3.1%
  - Basic Education Subsidy – 2<sup>nd</sup> 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
  - Recommend Change move \$200,000 from PSERS Committed and \$50,000 to Tax Appeals and \$150,000 to uncommitted fund balance which leaves committed fund balance of \$400,000
  - Uncommitted/Unassigned
    - Estimated ending balance \$1,642,276 which is 4.3% 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 at any change in data for final budget; try to cut expenditures and overall budget to reduce tax increase if possible
- May meeting – adopt the proposed final budget 26-27
- June meeting – adopt the final budget 26-27 and set real estate tax rate

Mrs. Guido asked about tuition for special ed students and if we are obligated if there are 2 programs that offer the same service if one is significantly more expensive than the another. Do we have to send them to the more expensive program if we can match their goals in the less expensive level.

Dr. Egnor stated that once the placement has been made it is difficult to do. It can be done but requires the parents being on board and can lead to due process and money can be associated with that. The recommendation is to do this when we initially make the placement to send students to the less expensive program.

Mrs. Guido asked are St. Anthony's and WCCC RISE the same program.

Dr. Egnor responded no. The RISE program at WCCC is a certificate program for work training and requires independence. St. Anthony's is more life skills-oriented and less independent.

Mrs. Guido asked about OVR. She would like to send more students to WCCC and less students to St. Anthony's. She believes it is overrated and costs more.

Dr. Egnor stated that St. Anthony's is the typical route our life skills students take. Our life skills program is changing so the RISE program at WCCC may be more appropriate. For the students at St Anthony's currently would not have their needs met at the RISE program. We are one of the only districts in the county who use the RISE program.

Mrs. Guido stated she was informed at Community Connections that we have quite the reputation that we are very accommodating to special education students and that families should move to the Burrell School District. She is concerned with the rise in special education costs and rising special education costs, so we need to be sure we are being fiscally responsible with our special education placements and services and choose the less expensive option.

Dr. Egnor stated that he shared information about other post-secondary programs and that they are more expensive than St. Anthony's.

Mrs. Callahan spoke to the increase in cost of special education services for placements.

Mrs. Watson asked if someone pays tuition to attend our District and has special ed services do they have to pay more.

Mrs. Guido replied yes, they have to pay a higher tuition rate or else buy a house here.

Mrs. Callahan reviewed the "Special Placement Tuition" slide again and referenced the conversation just had with the Board.

Mrs. Guido asked if cuts to professional development includes grant-funded conferences.

Dr. Turk shared that yes, it includes all overnight travel and conferences, but that we will still participate in our regional networks and single day workshops (ex. WIU) and site visits. She also shared that the \$35,000 includes some department specific Professional Development with external partners that can wait a year. We will "circle our wagons" next year and focus on our portrait of a learner work, aligning the new CEW standards in our curriculum, and digging deeper into the work we are already doing.

Mrs. Guido stated she is happy that regional things can stay in place, but is concerned about us not receiving grant funding related to participating in the travel.

Mrs. Watson suggested Grable can use their advocacy to help school districts where we need help. It is a statewide issue that districts need more funding.

Dr. Turk explained some of the grant-funded tied to our regional networks and examples of grant funding tied to national moonshot funding but thinks that we should still be able to be considered for the regionally connected grant funding.

Dr. Turk explained that we will likely get less money from Grable next year for our AASA Future Driven Schools cohort as we will not be using the \$5,000 they designate for travel. We cannot use that money for other things.

Mrs. Watson stated hopefully they will see that one of their "good districts" who they want to attend things is struggling and perhaps will advocate for funding to better support these districts.

Mrs. Watson stated she appreciates the efforts made to reduce costs.

Mr. Harris recommended adding the Committed Fund Balance changes to the agenda next week.

Mrs. Callahan stated we did this budget presentation with all Burrell School District staff over the past couple of weeks, so all employees would be aware of where we are with our budget and the challenges we are facing. She shared the county chart again, why our tax rate is where it is, and why we need a tax increase. We got rid of the deficit and we reduced the tax increase which are both things the Board asked last month. If we close the pool and cancel eSports, we can make those changes in the budget. If we have teachers resign and we decide not to replace them that could affect the budget. We have open enrollment for health

insurance until June so we will have more solid numbers for insurance costs then. Dr. Egnor will take a look at placements to see if there are any changes due to move ins/outs. For the most part, we are pretty close to where we are going to end up without going any deeper. There are estimates in there based on BEA offers. There are no updates with the State revenue but will make changes if we get any new information.

Mrs. Guido and Mrs. Key thanked Mrs. Callahan for her work on the budget and all of the administration for making changes to bring the budget down.

## **Communications**

### **Requests for Use of Buildings**

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

### **Payment of Bills**

### **Additions to Agenda (Agenda Meeting only)**

Mrs. Guido suggested to add the item for PSBA.

Mrs. Guido suggested to add the item for committed funds change.

Mrs. Callahan stated she will add these items.

Dr. Wagner stated she received information from the State regarding the Memorandum of Understanding between the District and Lower Burrell Police Department that was approved in August, that they added a procedure for threat assessment and a change in words. She will need to have this ready to go for reporting in July and would like to add the updated MOU approval to agenda for next week.

### **Comments from Public**

None

### **BOARD MEMBER COMMENTS:**

Mrs. Key stated that the Farmers Market is starting May 23 at Bon Air from 9:00 AM-12:30 PM. There will be a lot of new vendors and is the big one opener. There will be free hot dogs and sauerkraut for the opener.

### **Adjournment at 8:40 PM**

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



Jennifer S. Callahan  
Business Administrator/Board Secretary

**BURRELL SCHOOL DISTRICT  
BOARD MEETING MINUTES  
May 19, 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 6:01 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. Tom Deiseroth, Mr. Robert W. Harris, Mrs. Pam Key, Mr. Timothy J. Vinkovich (arrived at 6:35 PM), Ms. Tricia Shank, Mrs. Gretchen V. Beveridge and Mrs. LeeAnn S. Guido

Board Members Absent: Mr. Rick Kaczor and Mrs. Nikki Watson

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**

May 12, 2026 – 6:00 PM - Safety and Collective Bargaining  
- Immediately following meeting - Personnel Agenda  
May 19, 2026 – Immediately following meeting - Collective Bargaining

**Approval of Minutes**

Budget Workshop – April 7, 2026; Agenda Meeting – April 14, 2026; Regular Meeting – April 21, 2026

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

**Approval of Monthly Financial Reports:**

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

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

## **Comments from Public - Agenda Items Only**

None

## **Reports of Administration and Standing Committees**

### **SUPERINTENDENT - DR. WAGNER**

#### **Student/Staff Recognition and Reports**

Dr. Wagner reported:

- Community Connections night - 1,042 people in and out of the Middle School that evening
  - Well attended and a huge success
  - Recognized Krista Pisano, Courtney Barbiaux and team
- Farmers Market opening will be May 30 due to weather forecast 9:00 AM-12:30 PM
- Envirothon team – High School science teachers Chad Clair and Ashley Biss and the following students: Norrie Choltko, Vivian Bush, Ethan Pickard, Jordon Kemp and Logan Imm; Placed 1<sup>st</sup> in Westmoreland county; Going to states tomorrow to compete
- Dr. Roland shared pictures of the door coverings on main entrance at High School and the work the following students did: Adam Scheftic, David Kleckner, Aaron Holme and Logan Abraham; thanked Mr. Ron Zanella for working with students to produce it
- Achievement in the Arts held late April; Our students participated and 4 of our students honored: Abigail Weitzel-Technical Theater, Jaden Floyd-Quigley-Theater Performance, Lily Sassani-Visual Art and Mylee Jack-Vocal Performance

#### **School Safety Report Information**

Dr. Wagner stated Dr. Roland presented the annual safety information to the Board.

#### **Approval of Educator & Clinician Preparation Field Experience Agreement with Indiana University of Pennsylvania for period of 5 years (Attachment 5-6)**

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

#### **Permission to place one Social Studies Student Teacher from Indiana University of Pennsylvania at Burrell High School for Fall Semester 2026**

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

#### **Approval of Bon Air Additions and Alterations Project Change Order FS-1 for Great Lakes West, LLC in the amount of DEDUCT \$121,962.07 for changes to kitchen equipment (Attachment 5-7)**

Dr. Wagner stated this is a deduct in costs.

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

Dr. Wagner thanked our Food Service Director for seeing what food service equipment we can reuse to save money.

**Rescind approval of Security Systems of America Contract for fire alarm monitoring upgrade at Bon Air Elementary School from December 2, 2025 and termination of Security Systems of America monitoring service at all buildings effective June 30, 2026**

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

**Approval of Agreement with The Wilkins Co, Inc. for Fire Alarm Inspection and Monitoring effective May 19, 2026 through May 18, 2029 (Attachment 5-8)**

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

**Approval of Agreement with Red Rover Technologies, LLC for Absence Management Subscription effective July 1, 2026 (Attachment 5-9)**

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

**Approval of revised Memorandum of Understanding with Lower Burrell Police Department per the State required revision**

Dr. Wagner stated this was added to the agenda due to the required language changes the State and State Police are requesting to add to a section on page 9 for the Procedure for Threat Assessment coordination. We have been doing these assessments for several years now.

Solicitor Lee Price stated we are required to revise this Memorandum of Understanding by June 30. You may need to revise it again if the State comes out with a new version before December 31.

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

**Accept Resignation of Rick Kaczor as School Board Director, At Large effective May 29, 2026**

Dr. Wagner stated that Mr. Kaczor notified the Board he will no longer be living in the District and submitted resignation.

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

**OTHER ADMINISTRATION - DR. TURK / DR. EGNOR**

**Approval of Agreement with Grade Point Resources for Personnel for 2026-2027 school year (Attachment 5-10)**

Dr. Egnor stated the change was made to not include a minimum requirement for paraprofessionals.

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

**Approval of Local Education Agency Letter of Agreement with Allegheny Intermediate Unit for Pennsylvania's Education for Children and Youth Experiencing Homelessness (ECYEH) Program for 2026-2027 school year (Attachment 5-11)**

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

**Approval of Agreement with MHY Family Services for Educational Services for 2026-2027 school year (Attachment 5-12)**

Dr. Egnor stated it is one of our private placements.

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

**Approval of Letter of Agreement with Westmoreland Casemanagement & Supports, Inc for Student Assistance Program for 2026-2027 school year**

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

**Appointment of Michael A. Chapman, DDS as school dentist for 2026-2027 school year**

Dr. Egnor stated Dr. Chapman only charges \$100 per year for this service.

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

**Appointment of Kultar Shergill, MD as school physician for 2026-2027 school year**

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

DISCUSSION:  
Mrs. Guido asked if it is the same price as in the past.

Dr. Egnor responded yes, it has been the same price for the last few years.

VOTE: Roll Call: All in Favor      MOTION CARRIED

**Permission to discard obsolete library books**

Dr. Turk started that the list was revised to include only items that are being discarded.

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

**PERSONNEL: Approval of Personnel Log dated May 19, 2026 (Attached)**

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

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

**Appointment of Gretchen V. Beveridge as member of Northern Westmoreland Career & Technology Center Joint Operating Committee to serve remainder of unexpired term through December 7, 2027**

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

Mrs. Beveridge stated the next meeting is Thursday and she will attend but is not voting yet. She asked Dr. Boylan to announce the students who were recognized.

Dr. Boylan announced that the following students received the Program Student of the Year Award:

- Andrew Beveridge – Advanced Manufacturing & Robotics Technology
- Emma Spiering – Aspiring Education
- Zackary Coudreit – Carpentry
- Travis Blake – Construction Trades

Dr. Boylan also stated that Thomas Locke was awarded a Tech Excellence Scholarship from #1 Cochran.

**Westmoreland Intermediate Unit Report - Mr. Deiseroth**

Mr. Deiseroth reported on the following:

- Approved various hirings
- Budget approved
- No director due to medical leave; Have an interim director- Jason Stragand.
- Meeting Tuesday

**PSBA Liaison Report - Mrs. Key**

Mrs. Key reported:

- House and Senate recessed until June 1
- Encouraged all school districts to adopt the resolution to maintain funding for school districts
- Advocacy day was May 4
- PSBA members met with many offices 78% of Senate and 50% of House
- Scheduled video liaison for July 23
- PSBA calling for an on time/adequate state budget
- Mrs. Key questioned our Board training for the year

Dr. Wagner stated at this point we are waiting for our new Board member to be appointed and then will schedule the training.

## **PSBA Delegate Appointment Information**

### **Appointment of Pam Key as Burrell School District Delegate for 2026 PSBA Delegate Assembly, November 7, 2026 at Cumberland Valley School District, Mechanicsburg, PA**

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

General discussion ensued about the state funding and the cost of attending conferences.

### **BUSINESS - MRS. CALLAHAN**

#### **Approval of budgetary transfers (Attachment 5-13)**

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

#### **Appointment of Treasurer for a one-year term beginning July 1, 2026**

Mrs. Key nominated Ms. Shank.

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

#### **Approval of Resolution on check signatures**

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

#### **Approval of Depositories (Attachment 5-14)**

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

#### **Approval of PSBA Policy Services Member Agreement (Attachment 5-15)**

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

DISCUSSION:  
Mrs. Guido asked if this allows us to move through policies.

Dr. Wagner stated this is different.

Mrs. Callahan explained that this is the agreement required for us to use the system that houses our policies and makes them public through the District website.

VOTE:        Roll Call: All in Favor              MOTION CARRIED

**Ratification of United Green Energy Contract for natural gas supply for period September 1, 2026 through August 31, 2027**

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

**Award bids through Westmoreland Intermediate Unit Joint Purchasing Consortium Board for Multi-Purpose Paper for 2026-2027 school year**

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

**Approval of Northern Westmoreland Career & Technology Center 2026-2027 General Operating Budget (Attachment 5-16)**

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

**Authorization of execution of an operation contract in amount of \$861,358 with Northern Westmoreland Career & Technology Center for 2026-2027 school year and approval of Resolution authorizing payments for District share of operating expenses (Attachment 5-17)**

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

**Adopt Proposed Final General Fund Budget 2026-2027**

Mrs. Callahan stated that she presented the proposed final budget last week. The total revenue is \$38,529,390, the use of fund balance is \$640,000 and expenditures is \$38,531,006 leaving a deficit of \$1,616. It includes a real estate tax increase of 4.9 mills (which is 4%) and results in a millage rate of 126.9 mills. The cost of the tax increase to the average homeowner is less than \$10/month.

Mrs. Callahan reminded everyone that this is not the final budget and that we will continue to try to reduce the tax increase and will present a final budget and tax rate for Board consideration in June.

Mrs. Callahan stated as required by school code, the proposed final budget will be posted on our website, in addition to all of the other data we have posted, for public review prior to the June meetings.

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

**Approval of Resolution Regarding Transferring Designated Fund Balance 2026**

Mrs. Callahan stated we discussed this change last week and she recommend that we reduce the PSERS Committed Fund Balance by \$200,000 and increase the Tax Appeals Committed funds by \$50,000 resulting in a decrease in overall committed funds of \$150,000 which gets added to the undesignated/uncommitted fund balance amount. This resolution authorizes these changes.

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

## Communications

### Requests for Use of Buildings (Attachment 5-18)

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

### Payment of Bills (Attachment 5-19)

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

### Additions to Agenda (Agenda Meeting only)

Dr Wagner mentioned that we have the opportunity to save money in the construction project but we would have to make the decision to close the pool. If the Board is planning to close the pool, we could save money in the project.

Ms. Shank asked what is the deadline.

Dr. Wagner stated it was last week, but the Architects and contractors held off for tonight.

Dr. Wagner explained that there is extra work being done in the pool area as part of the project but if we are no longer going to use the pool, this work could be removed. This work costs approximately \$30,000. The fans were already purchased so there could be a restocking fee. It is ductwork in the ceiling area which would pull humidity from the pool to exit the area. We did not do the pool dehumidification system which was \$500,000, so this work is necessary if we are going to continue to use the pool.

Ms. Shank asked if any of the equipment planned could be used if we repurpose the space.

Dr. Wagner responded no; we will not need this equipment if we repurpose the area to no longer be a pool.

Dr. Wagner stated we would save up to \$15,000 in the budget if we close the pool and do not use it. We do not use it and a few kids use it occasionally.

Mrs. Guido asked if we are maintaining a pool that is not used. She asked how often it is used.

Dr. Wagner asked Dr. Boylan to respond to the use.

Dr. Boylan responded it is used a few times a week but sparsely.

Solicitor Lee Price stated it is a 2 step process if Board members want to vote on anything not on the agenda. They would have to vote to add it as an agenda item then vote on the actual motion. Because this item came up after posting of the agenda, it is allowable.

Ms. Shank clarified it would save us about \$45,000 the first year if the pool were closed.

Mrs. Callahan stated yes approximately \$45,000.

**Motion to add item to vote on closing the swimming pool and delete it from construction project**

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

**Motion to close swimming pool and delete from construction project**

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

**Comments from Public**

None

**Adjournment at 6:37 PM**

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



Jennifer S. Callahan  
Business Administrator/Board Secretary

JSC/mls