

**BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
August 11, 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, Dr. Tamara Girardi, Mrs. Pam Key, Ms. Tricia Shank, Mrs. Gretchen V. Beveridge and Mrs. LeeAnn S. Guido

Board Members Absent: Mrs. Nikki Watson and Mr. Timothy J. Vinkovich

Quorum present

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

Student Representatives Present: None

Announce Executive Sessions

August 11, 2026 – 6:30 PM and Immediately following meeting - Personnel Agenda, Legal Matters, and Student Confidentiality

August 18, 2026 – 7:00 PM - Personnel Agenda

Approval of Minutes

Agenda Meeting – June 16, 2026; Regular Meeting – June 23, 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

Gifts, Grants, Donations Report

Dr. Wagner stated the Board has a list of about \$69,000 in grants that the District received since the last time the report was presented.

Ms. Shank noted that they are all grants, so that means a lot of people did work to get the grant money.

Mrs. Beveridge asked who wrote most of the grants.

Dr. Turk responded that we received a lot from Grable and that she did those. She added that Mr. Welch, Mrs. Barbiaux and Mrs. Pisano also did some work with grants. There are also grants from Pitt that was completed by Dr. Boylan, instructional coaches and Mr. Pounds.

General discussion ensued about the decision to remove travel expenditures from the budget this year and if that will impact the amount of grant funding we receive.

Mrs. Guido asked if we received any information about the Middle School Facilities Improvement Grant that was written and whether we received it or did not receive it.

Dr. Wagner replied that we have not yet received any indication either way.

Approval of participation in Keystone Purchasing Network (KPN) cooperative purchasing program through Central Susquehanna Intermediate Unit (CSIU)

Dr. Wagner asked Mrs. Callahan to explain the purchasing program.

Mrs. Callahan explained that KPN is a program that provides school districts and other public agencies the ability to make purchases and award contracts in a timely manner and saving money because they have already been put out for sealed bid pricing by CSIU. This meets the legal requirements for our District under the school code. The entity has an existing contract for roofing that was previously advertised, put out to bid and awarded which we can use for our High School Auditorium roof which has leaks and needs attention. We can save money by not paying an architect to write specifications and oversee bidding and by not paying for advertising. A contract was awarded to WTI (Weatherproofing Technologies Inc.) which is a subsidiary of Tremco. The contract includes a contractor network and Strongland is a contractor through that network.

Approval of Agreement with Tremco Roofing & Building Maintenance/Weatherproofing Technologies, Inc. and Strongland Roofing Systems for High School Auditorium Roof Re-Cover Contract in amount of \$_____ awarded per AEPA-KPN-Contractor Network Program cooperative contract #KPN-A-025-D and use of Capital Project Funds for cost

Dr. Wagner stated she provided pictures of water leaks in our High School Auditorium roof that we have dealt with over the years. We need to get it fixed prior to winter. Tremco put quotes together for us for various options:

1. Quick fix for approximately \$76,000 with no warranty
2. Repairs for approximately \$167,000 with 10 year warranty
3. Full re-cover system for approximately \$400,000 with 30 year warranty

Dr. Wagner stated she spoke to our architects about it and he said we are looking at over \$1 million in construction costs to replace the roof. She stated that she believes it makes sense to go this other route based on all of the other items we need to do and the funding we have available.

Dr. Wagner stated we will also need to get the lighting and sound upgraded because it is all damaged with water leaks. She highly recommended moving forward with this and doing a full re-cover of the roof to obtain a life of at least 30 years.

Mrs. Beveridge stated she is concerned with the timeline and that we need to get it done.

Dr. Wagner explained that this recommended item lets us move forward sooner. It may be an issue for the fall play which may need to be done at the Middle School.

Ms. Shank stated it is a smaller crowd for the fall play so that will work.

Mr. Harris asked for clarification if the cost is just to repair damaged areas.

Dr. Wagner explained the \$400,000 option is a full re-cover of the auditorium roof.

Mrs. Guido asked about the damage to the wood underneath.

Dr. Wagner stated that our maintenance staff will be working on the wood replacement.

Mrs. Callahan explained we received an insurance damage claim for the damage inside and for the control panel and lighting and sound. Those funds were put in the Capital Reserve Fund to be used toward the costs of these items.

Mrs. Guido suggested we look into using KPN for other projects and look to reduce our costs for architectural services where we can.

Dr. Wagner stated we will be able to use capital project funds for this roof project because when we issued bonds we listed the High School auditorium roof as one of the items.

Dr. Wagner discussed items to add to agenda:

Change Order – Dr. Wagner stated she is recommending approval of a change order for the High School HVAC project. All of the univents and HVAC units are on the roofs. Our HVAC maintenance employee is hauling ladders around to get up on the roof to work on the units. This change order would be to add 3 safety ladders appropriate for our roof deck at a cost of about \$46,000. The bottom one has a safety lock and key and this also includes safety harnesses for up to 4 employees/workers.

Mrs. Guido asked if this is for our staff to use and is it permanent ladders for access.

Dr. Wagner stated it is and she recommends this because she thinks it is appropriate.

Mr. Harris asked is there access to the roof from inside the building.

Dr. Wagner responded yes, but not too all of the roofs.

General Discussion ensued about the location of the ladders

Dr. Wagner stated that this would need to be approved next week prior to construction project completion.

Mr. Harris suggested we look to see if it could be done through KPN.

Mrs. Guido stated she would like further investigation for other options and costs.

Ms. Shank suggested we purchase ladders and have our guys install them.

Dr. Wagner stated she would like an outside vendor to install it for safety purposes.

Mrs. Guido suggested we look into pricing before making a decision.

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

Dr. Turk reviewed the agreements listed.

Approval of Agreement with Wesley Family Services for Partial Hospitalization Program for 2026-2027 school year

Approval of Agreement with Family Counseling Center of Armstrong County for partial hospitalization services for 2026-2027 school year

Dr. Girardi asked if these are basically renewals of past years agreements.

Dr. Turk stated yes, we typically have these agreements in place.

Mrs. Guido asked if it is a facility in Leechburg.

Dr. Wagner stated yes, it is Leechburg Partial.

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

Dr. Wagner stated that the original approval was for 1.5 FTE but we need 1.8 FTE but the number was incorrect in the original agreement.

Mrs. Guido asked if we budgeted for 1.8

Dr. Wagner replied yes.

Approval of Comprehensive Services Agreement with Allegheny Intermediate Unit and Special Education Services Addendum for 2026-2027 school year

Ms. Shank asked for the reasoning and need for the agreement.

Dr. Wagner stated it is for students attending Sunrise.

Dr. Turk stated it is an addendum only because we use them for things that our IU does not provide.

Approval of Service Agreement with Pittsburgh Area Community Schools for Full Service Community School model for 2026-2027 school year

Dr. Turk stated they are a big help with attendance and truancy here at the High School. This has been in place for a few years and it is a service that is needed.

Dr. Wagner added that it is free because they seek grant funding for it.

Dr. Turk stated they provide someone here to work with our staff.

Approval of Title I Services Addendum Agreement with Allegheny Intermediate Unit for Non-Public Title I Services for 2026-2027 school year

Dr. Turk stated this is for one student who resides in Burrell School District but attends Holy Family Catholic School. We are required to provide the services through the Title I funding.

Approval of Educational Services Agreement with Catapult Learning, LLC for Non-Public Title I Services for 2026-2027 school year

Dr. Turk stated this is for students who reside in the District and attend Mary Queen of Apostles grades K-4 and it is the same service provider we used for several years. We only provide services up to the amount in the agreement.

Dr. Turk stated we meet annually with the administration from the non-public schools to discuss the needs.

Dr. Turk explained that through Title I funding, it is required that we set aside a portion of money and spend a certain amount on the non-public schools. She stated that Title I allocated a little more money for these services, but it will not cost the District more than listed in the agreement.

PERSONNEL: Approval of Personnel Log dated August 11, 2026 (Attached)

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

Dr. Wagner announced Mr. Welsh who is in the audience.

Mr. Welsh stated he is thankful and excited and ready to hit the ground running.

**Northern Westmoreland Career & Technology Center Report - Mrs. Beveridge/Mr. Vinkovich
Westmoreland Intermediate Unit Report - Mr. Deiseroth**

PSBA Liaison Report - Mrs. Key

Mrs. Key stated the state budget passed.

Mrs. Guido asked Mrs. Callahan how our budgeted figures compare to actual regarding state funding.

Mrs. Callahan stated that overall we will receive more funds than budgeted. Basic Ed subsidy is slightly higher than budgeted and Ready to Learn Funding was increased substantially so we are going to receive about \$200,000 more than budgeted in this source.

BUSINESS - MRS. CALLAHAN

Approval of bus routes for 2026-2027 school year

Mrs. Callahan stated the Board is asked to approve the bus routes each year which includes the bus stops. The report you received is as of August 4, but it is a work in progress as we get closer to the start of school. She explained that Mr. Ferra, Transportation Director and Mrs. Horwatt, Transportation Secretary work very closely with our contractor W.L. Roenigk Inc. to have the student transportation as efficient as possible. As you know, we are required to provide a seat on the bus for all students regardless if they ride the bus or drive or get dropped off by parents. We will provide an updated report for next week for your approval.

Approval of W.L Roenigk, Inc. bus and van drivers list for 2026-2027 school year

Mrs. Callahan stated that the PA School Code requires that the Board approve all bus drivers. W.L. Roenigk Inc. is working on their plans and will have the bus driver list to us by next Tuesday for Board approval.

Communications

None

Requests for Use of Buildings

Mrs. Callahan provided the building use requests as prepared and recommended by Mr. Ferra, Athletic Director in accordance with Board policy.

Payment of Bills

Additions to Agenda (Agenda Meeting only)

Dr. Wagner stated a family with 2 tuition students are asking to waive tuition pending the purchase of a home in the District as it is expected in September. They are asking that the Board approve waiving of tuition pending the sales agreement of the home. This is in accordance with the Board policy but we would need official approval.

Comments from Public

None

BOARD MEMBER/ADMINISTRATOR COMMENTS:

Mr. Ferra spoke about building use and some of the issues. He explained that due to construction, no one can use the Bon Air gym this winter so he is needing to move people/groups around. The High School is always full with our athletes. It will affect Burrell Youth Wrestling, Youth Basketball and Youth Futsal. He is trying to get them at least a day in the gym but it is difficult. This is a temporary issue, but the groups are not happy with the situation.

Mrs. Guido appreciates Mr. Ferra trying to accommodate the groups but we all agree that our teams have priority. The use of the space is a privilege and at no cost is not a guarantee. She appreciates him reaching out to the teams proactively about this.

Mrs. Guido asked if we have a closing date for the sale of Stewart School property yet.

Dr. Wagner stated we do not. We have provided a signature on a document that had to be filed with the county regarding the transfer of the portion of the property from the city to Lower Burrell. She will follow up.

Adjournment at 7:58 PM

MOTION:
VOTE:

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

Seconded by: Mrs. Key
MOTION CARRIED



Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/mls

**BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
August 18, 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 7:41 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, Dr. Tamara Girardi, Mrs. Pam Key, Mr. Timothy J. Vinkovich, Ms. Tricia Shank, Mrs. Gretchen V. Beveridge and Mrs. LeeAnn S. Guido

Board Members Absent: 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

August 11, 2026 – 6:30 PM and Immediately following meeting - Personnel Agenda, Real Estate and Student Confidentiality

August 18, 2026 – 7:00 PM - Personnel Agenda and School Safety/Security

Approval of Minutes

Agenda Meeting – June 16, 2026; Regular Meeting – June 23, 2026

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

Approval of Monthly Financial Reports

- a. Treasurer's Report (Attachment 8-1)
- b. General Fund Report (Attachment 8-2)
- c. Capital Reports (Attachment 8-3)
- d. Food Service Reports (Attachment 8-4)
- e. Student Activity Reports (Attachment 8-5)

<u>MOTION:</u>	Motion by: Mr. Deiseroth	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 the following:

- Avery Bain – graduated a few years ago. Parent sent a letter supporting College-In-High School program. Dr. Wagner read the letter. The student graduated with multiple college credits which allowed her to graduate college in 3 years while also competing as a student athlete. The family thanked the District for helping her by giving her the opportunity for the head start.
- Recognized facilities staff - have really been working hard with construction workers around and have been working hard to get the classrooms clean and ready for students. They have done a nice job.

Gifts, Grants, Donations Report (Attachment 8-6)

Approval of participation in Keystone Purchasing Network (KPN) cooperative purchasing program through Central Susquehanna Intermediate Unit (CSIU)

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

DISCUSSION:
Mrs. Guido asked for clarification on the options that were looked at.

Solicitor Lee Price explained this is to join KPN.

Dr. Wagner stated that Agenda item 4 is the roof project discussion with options.

VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of Agreement with Tremco Roofing & Building Maintenance/Weatherproofing Technologies, Inc. and Strongland Roofing Systems for High School Auditorium Roof Re-Cover Contract in amount of \$395,148.00 awarded per AEPA-KPN-Contractor Network Program cooperative contract #PA025D-306462 and use of Capital Project Funds for cost (Attachment 8-7)

Dr. Wagner explained that this is for the recovering of the High School Auditorium Roof and that she looked at 3 options but is recommending this option as it provides a 30 year warranty.

Mrs. Callahan explained the revisions to the agreement AIA document as recommended by our Solicitor, Lee Price. The revisions include clarifying the document referenced in the AIA as AEPA-KPN-#PA025D-306462 is actually the governing document in the event that there are any conflicts between the AIA document and the AEPA document.

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

DISCUSSION:
Dr. Girardi asked what costs are being covered with insurance funds.

Dr. Wagner stated we received insurance money for the damaged lighting and sound systems.

Mrs. Callahan added that we budgeted in the Capital Reserve Fund to replace the lighting and sound system using that insurance money but we want to make sure the roof is fixed prior to putting in a new system.

VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of High School HVAC Improvements Project Change Order GC-2 for Arcon Contracting, Inc in the amount of \$46,425.95 to install 3 permanent vertical roof ladders on High School roof

Dr. Wagner received another quote for about \$30,000 so she recommended that the Board does not proceed with the change order.

Mrs. Guido asked if we have to have ladders or if we could possibly use an aerial lift instead. It may be able to be purchased for about \$18,000 which would still save additional money.

Dr. Wagner stated we could potentially do that and she will reconsider that as well to find the best option. It is important that we have something safe for our staff to get up on the highest levels. We will investigate this for the best option.

Dr. Girardi stated that we should also consider warranty and more longevity.

Dr. Wagner stated that if we purchase a lift, we could also use it to change lights etc. We budgeted for a scissor lift in Capital Reserve Funds, but we will evaluate all options to make a decision.

NO MOTION WAS MADE

Permission to enroll 3 nonresident students tuition-free through October 31, 2026 pending contracted purchase of home, in accordance with Board Policy 202 regarding future residents

Dr. Wagner explained that we will follow up and verify that the home is purchased as required.

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

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

Approval of Agreement with Wesley Family Services for Partial Hospitalization Program for 2026-2027 school year

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

DISCUSSION:

Dr. Girardi stated that there seems to be several options on the agenda, so she asked if this means that we choose what option is best for the students.

Dr. Egnor explained that there are a variety of partial programs and these are the ones we work with the most. Our social worker sometimes assists families but it is not an actual school placement because it is partial hospitalization.

VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of Agreement with Family Counseling Center of Armstrong County for partial hospitalization services for 2026-2027 school year

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

Approval of Revised Professional Service Agreement with ARIN Intermediate Unit 28 for School Psychologist Services for 2026-2027 school year (Attachment 8-8)

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

Approval of Comprehensive Services Agreement with Allegheny Intermediate Unit and Special Education Services Addendum for 2026-2027 school year (Attachment 8-9)

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

Approval of Service Agreement with Pittsburgh Area Community Schools for Full Service Community School model for 2026-2027 school year

MOTION: Motion by: Dr. Girardi Seconded by: Mr. Deiseroth

DISCUSSION:

Mrs. Guido stated she thinks it is a great program so she is glad they are coming back.

Dr. Egnor stated he is pleased they were able to secure funding to provide the program.

VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of Title I Services Addendum Agreement with Allegheny Intermediate Unit for Non-Public Title I Services for 2026-2027 school year (Attachment 8-10)

Dr. Turk stated it is for one student at Holy Family Catholic School.

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

Approval of Educational Services Agreement with Catapult Learning, LLC for Non-Public Title I Services for 2026-2027 school year (Attachment 8-11)

Dr. Turk stated this is for students who attend Mary Queen of Apostles from K-4th grade.

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

PERSONNEL: Approval of Personnel Log dated August 18, 2026 (Attached)

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

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

Mrs. Beveridge stated the next meeting is coming up on Thursday.

Mrs. Beveridge reported:

- Numbers are increasing
- Brand new electrical program
- Getting a new roof because it is being fixed under the warranty

Westmoreland Intermediate Unit Report - Mr. Deiseroth

Mr. Deiseroth reported:

- Reorganization meeting was held June 30, 2026
- Officers appointed: President: Janis Niemiec, Vice President: Debra Wohlin, Secretary: Daniel Schall
- Appointed Andrews & Price as solicitors
- Finalized interim director position of Jason Stragand because the Director is on leave
- Approved student teacher agreement with PennWest University
- Meeting coming up next week

PSBA Liaison Report - Mrs. Key

Mrs. Key reported:

- Mr. Vinkovich and Mrs. Watson will be getting special PSBA recognition for 5 years of service on the Board
- PSBA reported on the increased costs of special ed – past 20 years increase 300% and mandated expenses up 67% from 2013-2014 to 2023-2024
- Special ed funding increased by \$55 million
- Governor signed HB 1877 which implements recognized seal for bi-literacy on diplomas
- Bill 375 requiring PA schools to provide CPR to staff and have AEDs at schools and events

BUSINESS - MRS. CALLAHAN

Approval of bus routes for 2026-2027 school year

Mrs. Callahan stated that the Board is asked to approve the bus stops and routes each school year. The Board received an updated report as of August 18 as prepared by our Transportation Department who works closely with our contractor, W.L. Roenigk, Inc. Mrs. Callahan reiterated that changes are occasionally made as needed throughout the year as changes occur with student enrollment or placements.

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

DISCUSSION:
Mrs. Guido asked if it is approved just once with the understanding that it can change if need.

Mrs. Callahan replied yes.

VOTE: Roll Call: All in Favor MOTION CARRIED

Approval of W.L Roenigk, Inc. bus and van drivers list for 2026-2027 school year

Mrs. Callahan stated if new drivers are added throughout the year, the Board will be asked to approve them.

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

Communications

Requests for Use of Buildings (Attachment 8-12)

Mrs. Callahan presented the building use requests as prepared and recommended by Mr. Ferra, Athletic Director in accordance with Board policy.

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

Payment of Bills (Attachment 8-13)

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

Additions to Agenda (Agenda Meeting only)

Comments from Public

None

BOARD MEMBER COMMENTS:

Mrs. Key reminded everyone about the Farmers Market. It is a great event.

Mr. Harris stated he attended the marching band preview night here and from the design, to the music, it was the best he has seen and he was very impressed with what Mr. Pagnotta has done. He very much enjoyed it. He added that many of the students are first year members so there is a lot of potential. It was very well attended.

Ms. Shank added that it seemed like a very large sound.

Mrs. Guido stated the football team watched the preview night. She also heard it was good.

Ms. Shank added that the cheerleaders watched as well.

Mrs. Guido stated the concession stand at Bon Air was painted and looks sharp. It was part of an Eagle Scout project.

Dr. Wagner added it was completed by Jacob Taylor and a gaga ball pit will also be installed.

Mrs. Guido also gave a shout out to Rodney Schafer for coming to help as needed.

Mrs. Guido stated that he presented this to the Board about 4 years ago for the project.

General discussion ensued about the project.

Adjournment at 8:11 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