BURRELL SCHOOL DISTRICT
AGENDA MEETING MINUTES
September 8, 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 7:10 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, Mrs. Gretchen V. Beveridge and Mrs. LeeAnn S. Guido

Board Members Absent: Mrs. Nikki Watson, Mr. Timothy J. Vinkovich and Ms. Tricia Shank

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

September 8, 2026 – 6:45 PM and Immediately following meeting - Personnel Agenda
September 15, 2026 – 7:00 PM - Personnel Agenda and student confidentiality

Approval of Minutes

Agenda Meeting – August 11, 2026; Regular Meeting – August 18, 2026

Approval of Monthly Financial Reports

a. **Treasurer's Report**
b. **General Fund Report**
c. **Capital Reports**
d. **Food Service Reports**
e. **Student Activity Reports**

Comments from Public - Agenda Items Only

None

Reports of Administration and Standing Committees

SUPERINTENDENT - DR. WAGNER

Student/Staff Recognition and Reports

Approval of High School HVAC Improvements Project Change Order GC-2 for Arcon Contracting, Inc. in the amount of DEDUCT $5,925.50 for Unused Allowances

Dr. Wagner explained this deduct change order for the project.

Mrs. Guido asked if the air conditioning is up and running at the High School.

Dr. Wagner stated not fully but it is to some extent. The front of the building is still being worked on but the instructional wing is done.

Permission to place a Music Education Student Teacher from Duquesne University at Burrell High School and Huston Middle School for Spring Semester 2027

Dr. Wagner stated this student teacher will be dedicated to choral studies.

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

Approval of Outreach Services Contract Agreement with The Western Pennsylvania School for Blind Children for vision services for 2026-2027 school year

Dr. Wagner stated it is a yearly agreement with a person for vision support and mobility. WIU no longer provides this service so we use WPSBC for the services for our students.

Approval of Memorandum of Agreement with SPHS Behavioral Health for Drug & Alcohol Case Management/Assessment Services for 2026-2027 school year

Dr. Wagner stated this is an annual agreement. They support us through our SAP program. It is separate from SAP but it is an option for families for counseling and testing for children.

Approval of Memorandum of Agreement with SPHS Behavioral Health for substance abuse services for 2026-2027 school year

Dr. Wagner stated this is the counseling piece.

Approval of Agreement with Saint Vincent College Prevention Projects for development of Student Assistant Program Drug and Alcohol Liaison Initiative for 2026-2027 school year

Dr. Wagner stated this is an agreement for the drug and alcohol liaison. It outlines their role on the SAP team. It is at no cost to the District. They can help parents navigate the drug and alcohol world, and provide support to students more efficiently. We qualify based on our student survey.

Mrs. Guido asked if this is in addition to the person provided by Westmoreland County Case Management.

Dr. Wagner replied yes.

Mr. Harris asked for clarification if this is a result of our PAYS survey.

Dr. Wagner replied yes.

Mrs. Key asked if it is more targeted support versus general.

Dr. Wagner stated yes.

PERSONNEL: Approval of Personnel Log dated September 8, 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 reported:

- Penn State New Kensington Campus future
  - This summer there was a survey regarding the Penn State New Kensington campus and 67% of the people who completed the survey indicated they want the property to remain as some type of educational entity
  - Task force team was formed and Mrs. Beveridge, Dr. Wagner and Jason Hicks (director at NWCTC) participated
  - There were some ideas about how it can be used for education
  - It is possible that it could be a transfer of entity back to the community
  - Our county has been very open with helping to get the property to be used

Mrs. Guido stated she would like to see it be a combination of commercial and educational use so that we can see some tax dollars since it is such a large property.

General discussion ensued about the PSNK property.

Enrollment: Mrs. Beveridge reported that there are 641 students registered at the CTC at this time.

Mrs. Guido asked how is it working for our students at the CTC with the new block scheduling.

Mrs. Guido asked for student comments from students present at meeting.

General student comments about block scheduling for CTC students:

- Beneficial if you have co-op
- There is less networking because you do not see some of the other students
- Days are long and classes are longer so it is harder
- Feels like it is beneficial for CTC students

General student comments about block scheduling at High School:

- Some like the block scheduling
- Some find it hard to concentrate for 80 minutes
- Commented that it is hard when you have a test coming up and do not have class every day
- Seems that the days go faster

Mrs. Beveridge stated that she would like to revisit the discussion with students at a later date.

Mrs. Guido stated that the Board is seeking all feedback and not just the negative.

General discussion ensued about Block scheduling.

Mrs. Guido stated she wants to revisit this discussion with student teams and parent teams and would like honest feedback so that we can make improvements and make it work the best it can.

Westmoreland Intermediate Unit Report - Mr. Deiseroth

PSBA Liaison Report - Mrs. Key

BUSINESS - MRS. CALLAHAN

Approval of PSBA Leadership election voting for the following candidates as PSBA Officers/Trustees:

President-Elect:	**Matt Vannoy**
Vice President:	**Kristy Bolte**
Treasurer:	**David Hein**
PSBA Insurance Trustees:	**Marianne L. Neel -AND- Dr. Michael Faccinetto**

Mrs. Callahan explained that each year PSBA asks all districts to submit votes to elect leadership. Our District gets one collective vote. The candidates listed are running unopposed. If the Board chooses to approve this item, then she will submit the vote to PSBA through their portal.

Permission to participate in Westmoreland Intermediate Unit Joint Purchasing Consortium bids for Paper and Diesel Fuel/Gasoline for 2027-2028 school year, authorization for Consortium to act as District's agent during bid process, and authorization for Jennifer S. Callahan, District's representative to Consortium, to act on behalf of District

Mrs. Callahan stated that each year we ask for permission to participate in the WIU Joint Purchasing Consortium to purchase our paper for the year and potentially for the fuel for our transportation.

Permission to advertise jointly as a member of the Westmoreland Intermediate Unit Joint Purchasing Board for the purchase of the following supplies for 2027-2028 school year: Multi-Purpose Paper and Unleaded Gasoline/Diesel Fuel

Mrs. Callahan explained that this item is the permission to advertise for bids as part of the consortium.

Permission to discard obsolete equipment

Mrs. Callahan stated a few items have been requested for discard by the Athletic Director and the Music Department. She added that per Board Policy, upon approval, the District is permitted to discard items through various means including negotiated sale, bid sale, disposal, or donation.

Mrs. Guido asked if we will dispose or sell these items.

Mrs. Callahan stated that we list items of any value for public sale by auction/bid on Municibid and then if they do not sell, we dispose of them.

Communications

Mrs. Callahan stated that the Board has been provided one official item of communication.

Requests for Use of Buildings

Mrs. Callahan presented 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)

Comments from Public

Kacy Crawford, Resident

- *Here to support the wrestling coach position*
- *Boys are also here to show support for Coach Logan Downes who applied and interviewed*
- *Believes the Board has an opportunity to hire someone for longevity*
- *Coach Downes has relationships with youth wrestlers coming up*
- *Looking out for team now and for the future because he is a great person and coach*

Caden Crawford, High School student

- *Support for Coach Downes*
- *He is a great coach, good person*
- *Will help carry this team moving on*

Hayden Leet, High School student

- *Wrestled for Coach Downes before*
- *He is an amazing coach and person*
- *Any other choice would be a mistake*

Braiden Tanilli, High School student

- *Coach Downes coached him*
- *Coach Downes has been wrestling a long time - knows wrestling, knows the people around here*
- *He is a good person*

Isaac Shank, High School student

- *Wrestled for coach Downes a few times*
- *He is a good guy*

Levi *Speer, High School student*

- *Wrestled in the summer for Coach Downes*
- *He did a great job with the youth program*
- *He could improve the High School program*

Jake Taylor, High School student

- *His brother wrestled for Coach Downes*
- *He is a great coach*
- *Heard good things about him from people all over*
- *Wants a good coach to wrestle for*

Mrs. Beveridge asked Jake Taylor if he completed his Eagle Scout project. She stated the Board would like to hear about it at some point.

Mrs. Guido added that he persevered and got it done.

Madelyn Seelye, High School student

- *Logan Downes is her step dad*
- *She wrestled for a little bit of time*
- *He is so driven by wrestling and so good with children*
- *He has been such a role model for her and her siblings*
- *He cares for all of his wrestlers*
- *He is an amazing coach and father*
- *District would miss the opportunity of a lifetime if he is not hired*

Mrs. Guido stated she appreciates the Board getting feedback from people with their names and faces. She stated that we appreciate you all being here and speaking in person. She thanked them for taking the time out of their day to come to the meeting and speak to their truth. She added that it is not falling on deaf ears. She thanked Mr. Downes for being here and added that she hopes he feels good since all of these young people had such nice things to say about him.

Adjournment at 7:39 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

BURRELL SCHOOL DISTRICT
BOARD MEETING MINUTES
September 15, 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 7:36 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 and Solicitor Lee Price from Andrews & Price, LLC

Student Representatives Present: None

Announce Executive Sessions

September 8, 2026 – 6:45 PM and Immediately following meeting - Personnel Agenda and Student Confidentiality

September 15, 2026 – 7:00 PM - Personnel Agenda and Student Confidentiality and Litigation

Approval of Minutes

Agenda Meeting – August 11, 2026; Regular Meeting – August 18, 2026

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

Approval of Monthly Financial Reports:

a. **Treasurer's Report (Attachment 9-1)**
b. **General Fund Report (Attachment 9-2)**
c. **Capital Reports (Attachment 9-3)**
d. **Food Service Reports (Attachment 9-4)**
e. **Student Activity Reports (Attachment 9-5)**

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

Comments from Public - Agenda Items Only

None

Reports of Administration and Standing Committees

SUPERINTENDENT - DR. WAGNER

Student/Staff Recognition and Reports

Dr. Wagner reported/commended:

- Mrs. Pagnotta's students from her Investigative Sciences class entered Young Writers USA, a national writing competition; 7 students were selected to be published in a book called *Unsolved – A Case Unfinished;* Students selected: Jori Beecan, Emma Cooney, Maddy Frayer, Bella Heyer, Mariah Kaiser, Jillian Rydeski and Maddy Seelye
- BEF sponsoring Uncorked fundraiser on Saturday, September 26, 2026 at Barrel & Bloom from 2:00-5:00 PM. BEF supports scholarships each year and also supports teacher mini-grants; Fundraising to increase funds to continue to support teachers in classrooms

Approval of High School HVAC Improvements Project Change Order GC-2 for Arcon Contracting, Inc. in the amount of DEDUCT $5,925.50 for Unused Allowances

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

Permission to place a Music Education Student Teacher from Duquesne University at Burrell High School and Huston Middle School for Spring Semester 2027

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

Permission to place a Social Studies Student Teacher from Indiana University of Pennsylvania at Huston Middle School for Spring Semester 2027

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

OTHER ADMINISTRATION - DR. TURK / DR. EGNOR

Approval of Outreach Services Contract Agreement with The Western Pennsylvania School for Blind Children for vision services for 2026-2027 school year (Attachment 9-6)

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

Approval of Memorandum of Agreement with SPHS Behavioral Health for Drug & Alcohol Case Management/Assessment Services for 2026-2027 school year

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

Approval of Memorandum of Agreement with SPHS Behavioral Health for substance abuse services for 2026-2027 school year

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

Approval of Agreement with Saint Vincent College Prevention Projects for development of Student Assistant Program Drug and Alcohol Liaison Initiative for 2026-2027 school year (Attachment 9-7)

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

DISCUSSION:

Mrs. Guido asked if this is a second person.

Dr. Egnor stated the SAP liaison is from WCSI but this person is specific to drug and alcohol and is one more resource to assist students.

Dr. Wagner stated that she added the Burrell specific PAYS survey for Board members to review. The results from this survey prompted this need.

Mrs. Guido stated to reiterate to the students that they are invited to complete the PAYS survey each year. It is your honest answer to that survey that can get some free resources and service to assist students and peers. It is anonymous, so we appreciate students completing the survey.

VOTE: Roll Call: All in Favor MOTION CARRIED

PERSONNEL: Approval of Personnel Log dated September 15, 2026 (Attached)

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

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

Mrs. Beveridge reported:

- Enrollment - 641 students in August and 235 students applied so trying to move into programs
- Senate Bill for CTCs for additional state funding; NWCTC will use toward PennDOT grant for heavy equipment for students; Bill passed; Grant exists, but the CTC has not received the allocation yet
- Approved agreement with Lackawanna College for students to receive college credits for courses taken at NWCTC
- Ready to Work program for Pennsylvania College of Technology for students to receive services through NWCTC which is also college credit based
- St. Francis University Agreement for up to 48 credits toward Associates degree or 12 credits toward Bachelors Degree
- Electrical program is new and currently up to 17 students; Housed at Kiski which helps alleviate space issues at NWCTC site
- Arconic grant $30k for robotics automation
- Next Meeting Thursday night

General discussion ensued about the Electrical Program.

Westmoreland Intermediate Unit Report - Mr. Deiseroth

Mr. Deiseroth reported:

- Hired a Buildings and Grounds Supervisor
- Replaced PA system at Clairview
- Next meeting next Tuesday

PSBA Liaison Report - Mrs. Key

Mrs. Key reported:

- USDA directing $95 million toward school kitchen infrastructure and farm to school programs
- Additional funding directed for locally grown food
- Department of Health proposal about contact tracing – provided PSBA's response
- Charter School report from 2024-2026 with 2 changes in Charter School reform
    - Shows all the changes that have progressed through the years;
    - PSBA has done a lot to help with the cost of Charter School for school districts
- Governor signed 30 minute recess daily for K-5 and grade 6 in same building
- Gave kudos to Dr. Egnor for SameGoal program that has been implemented

Mrs. Guido asked that we look into applying for the food grants for equipment and farm to school program.

Dr. Wagner stated we will have Mrs. Mlinarcik look into it.

Mrs. Guido asked if there is any data on engagement and/or improvements in performance with Charter Schools.

Mrs. Key responded not in this.

BUSINESS - MRS. CALLAHAN

Approval of PSBA Leadership election voting for the following candidates as PSBA Officers/Trustees:

President-Elect:	**Matt Vannoy**
Vice President:	**Kristy Bolte**
Treasurer:	**David Hein**
PSBA Insurance Trustees:	**Marianne L. Neel -AND- Dr. Michael Faccinetto**

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

Permission to participate in Westmoreland Intermediate Unit Joint Purchasing Consortium bids for Paper and Diesel Fuel/Gasoline for 2027-2028 school year, authorization for Consortium to act as District's agent during bid process, and authorization for Jennifer S. Callahan, District's representative to Consortium, to act on behalf of District

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

Permission to advertise jointly as a member of the Westmoreland Intermediate Unit Joint Purchasing Board for the purchase of the following supplies for 2027-2028 school year: Multi-Purpose Paper and Unleaded Gasoline/Diesel Fuel

Mrs. Callahan explained that this item is the permission to advertise for bids as part of the consortium.

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

Permission to discard obsolete equipment

Mrs. Callahan stated a few items have been requested for discard by the Athletic Director and Music Department. She stated that one item has been added since last week, the old 2003 athletic/custodial van. She added that the recommendation for this item is to donate it to NWCTC. As discussed last week, all other items will be listed for sale by online bid through Municibid prior to disposal.

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

Communications

Mrs. Callahan stated Board members received one official item of communication in their packet.

Requests for Use of Buildings (Attachment 9-8)

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

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

Payment of Bills (Attachment 9-9)

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

Additions to Agenda (Agenda Meeting only)

Comments from Public

Kristen Lowrey – Resident

- *Son in Kindergarten at Bon Air*
  - *Thanked teachers for making transition smooth*
  - *Mrs. Marmo-Berkebile is a wonderful teacher*
- *Bon Air is a well cleaned school*
- *Concern with water damage and mold in child's classroom*
  - *There was some water entering the building at times during heavy rain*
  - *Dr. Wagner told her mold testing had not been done*
  - *Ceiling tiles had yellow stain and/or black spotting*
  - *Concerns for mildew smell and mold in the classroom/building*

- *Has talked with Dr. Wagner about it*
- *Requesting to have qualified professional inspect that classroom and other classrooms in the buildings*
- *Recommends air quality tests*
- *Asked if water sources have been tested for lead*
- *Believes her precautions are reasonable*
- *Explained how Freeport tests and communicates information and posts testing results on the District website*
- *Wants thorough testing for mold, water and mildew, air quality and water safety*
- *Questioned when the issue will be fixed*
- *Students with allergies and upper respiratory issues are impacted*

Mrs. Guido thanked her for her concern. She stated that a contractor has been contacted and air quality testing will be done. She stated we can discuss posting the information online.

Ms. Shank stated she likes what Freeport does. These are good ideas especially after the construction.

Adjournment at 8:06 PM

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

JSCallahan

Jennifer S. Callahan
Business Administrator/Board Secretary

JSC/mls