

FOX CHAPEL AREA SCHOOL DISTRICT
COMBINED AGENDA STUDY SESSION
AND REGULAR BUSINESS MEETING

SEPTEMBER 11, 2023

CALL TO ORDER

The combined agenda study session and regular business meeting of the Board of Directors of the Fox Chapel Area School District was called to order by president, Marybeth Dadd, at 7:06 p.m. on September 11, 2023, in the LGI Room at Fox Chapel Area High School. Before tonight's public meeting, the Board met in executive session. At the meeting, information regarding an employment or personnel matter and a student matter, which if conducted in public, would violate a lawful privilege or lead to the disclosure of information or confidentiality protected by law, was reviewed. The Board also reviewed information, which if discussed in public, could jeopardize the safety or security of a building, public utility infrastructure, or information storage system.

The meeting was opened with the Pledge of Allegiance to the Flag.

ROLL-CALL

The Board members present at roll call were Ms. Andrews, Mrs. Cooper, Ms. Dadd, Ms. Findley, Mr. Frank, Mr. Goode, Mr. Hamilton, Mrs. Lynch, and Ms. Zych. Also present were Dr. Reljac, Dr. McCommons, Mr. Giuffre, and Mrs. Anuszek. Other members of the public were present.

GUESTS

There were no guests.

FOX LEADERSHIP COUNCIL STUDENT REPRESENTATIVE

Blake Kuhn, Fox Leadership Council president, gave a report. Also present were Michael Shin, treasurer, and Milo Chiu, secretary.

SUPERINTENDENT'S REPORT

• **A Lens on Learning** – Each month, we focus on student work in our schools to highlight lessons, growth, and successes of all kinds.

Tonight's presentation focused on Reveal Math at Dorseyville Middle School. Jonathan Nauhaus, Dorseyville Middle School principal, introduced teachers Geoff Dutelle, Ashley Wickert, and David Wygonik, who highlighted the curriculum. Through a video, several students shared their thoughts.

• **Fox Chapel Area School District Required Comprehensive Plan** – Mary Catherine Reljac, Ed.D., Superintendent

• **Fox Chapel Area School District Required Comprehensive Plan for Review**

The Fox Chapel Area School District required Comprehensive Plan will be recommended for approval at the October 9, 2023, Board meeting. The Comprehensive Plan is posted on the district website and a hard copy is available at the district administrative offices for review.

• **Fox Chapel Area Elementary Students Named Winners in Writers Contest**

Fairview Elementary School 2022-2023 kindergarten student **Mason Merriman** and Hartwood Elementary School 2022-2023 first-grader **Avery Munsch** were named winners in the 2023 WQED Writers Contest. Mason was named a first-place winner for his story "From Foxes to Penguins," and Avery was named a second-place winner for her story "When I Grow Up."

Nearly 400 stories were submitted and Mason and Avery are two of 16 students who were named winners in this year's contest. The competition was open to students in kindergarten-grade three from throughout the country.

All the winners' stories are available to read and listen to via WQED's Writers Contest page at <https://wqed.org/education/writers-contest/2023-winners>.

The contest was sponsored locally by WQED, The City of Pittsburgh, and the Amelia Miles Foundation.

• **DMS Student Earns Honorable Mention in National MathCON Competition**

Dorseyville Middle School 2022-2023 sixth-grader **Rishabh Krishnamurthy** placed in the national MathCON Finals. Rishi was one of 628 finalists from across the nation chosen from 26,000 students from the United States and Canada to compete in the finals of the prestigious academic competition. He was selected based on his score on an online math assessment taken in the spring. In the national competition, Rishi ranked 39th among all sixth-grade students and received an honorable mention. The finals were held in Chicago in May 2023.

MathCON, North America's Math Competition, was created in 2008. MathCON's goal is to engage students in STEM outside of the classroom and encourage more students to enter the STEM fields, which are currently some of the fastest-growing industries in the U.S.

"MathCON is our way of inspiring the future leaders in science, technology, math, and engineering by engaging students at a young age, making STEM fun, and demonstrating its real-world applications," said Nik Hallberg, the program director of MathCON. "The competition allows us to reach students from all over the nation and help them establish, improve, and maintain skills that can lead to many possibilities throughout their educational careers and beyond."

SOLICITOR'S REPORT

There was no report.

APPROVAL OF MINUTES

Ms. Dadd asked if there were any additions or corrections to the minutes of the combined agenda study session and regular business meeting dated August 14, 2023. On motion by Mr. Frank and seconded by Mr. Hamilton, the minutes were unanimously approved as submitted.

FIRST PUBLIC COMMENT PERIOD

There were two comments.

1. Karine Drappatz, district resident, commented on the appointment of the high school swimming head coach.
2. Matt Mauclair, district resident, commented on the appointment of the high school swimming head coach.

OLD BUSINESS

There was no old business.

NEW BUSINESS

The superintendent recommended that action be taken on the following items of business:

FACILITIES/TRANSPORTATION

A. Facilities/Transportation

There was no business.

FINANCE

B. Finance

On motion by Mr. Hamilton and seconded by Mr. Frank, and after a discussion, it was unanimously resolved to approve the following Finance items:

1. Disbursements (Fund 10) – August 2023

General fund disbursements (Fund 10) in the amount of \$8,688,176.89 from August 1, 2023, through August 31, 2023, are approved.

2. Disbursements (Fund 32) – August 2023

Athletic capital reserves fund disbursements (Fund 32) in the amount of \$346,907.47 from August 1, 2023, through August 31, 2023, are approved.

3. Finance Report – July 2023

The finance report for July 2023 is acknowledged and filed for audit.

4. Hawley Consulting Group – Proposal

Approve the proposal from Hawley Consulting Group to prepare a postretirement medical valuation for the Fox Chapel Area School District under GASB (Governmental Accounting Standards Board) 75 for fiscal years ending June 30, 2024, and June 30, 2025, at a total cost of \$7,250. **This is a renewal of services.**

5. Authorization to Advertise for Bids – Industrial Embroidery Machine

Authorize the advertisement of bids for an industrial embroidery machine at the high school.

INSTRUCTION

C. Instruction

On motion by Mrs. Cooper and seconded by Ms. Zych, and after a discussion, it was unanimously resolved to approve the following Instruction items:

1. Updated Health and Safety Plan

Approve the updated Fox Chapel Area School District Health and Safety Plan.

2. Dr. Lhisa R. Almashy – Professional Development

Approve the professional development proposal from Dr. Lhisa R. Almashy for the Fox Chapel Area School District for professional development services during the 2023-2024 school year at a cost not to exceed \$25,000. **This is a renewal of services.**

3. Step By Step Learning – Master Services Agreement

Ratify the agreement between the Fox Chapel Area School District and Step By Step Learning to provide Title I services to Christ the Divine Teacher Academy for eligible Title I students residing within the Fox Chapel Area School District for the 2023-2024 school year effective September 5, 2023, through June 30, 2024. **This is a renewal of services.**

4. Southwood Psychiatric Hospital – Agreement

Ratify the agreement between the Fox Chapel Area School District and the Southwood Psychiatric Hospital for services to students for the 2023-2024 school year effective August 23, 2023, through June 6, 2024. **This is a renewal of services.**

5. Educational Agreement

Approve the agreement for an unnamed student to meet educational needs as presented.

LEGISLATION/POLICY

D. Legislation/Policy

There was no business.

PERSONNEL

E. Personnel

Candidates for employment under this section are approved subject to verification of the results of physical and drug screening examinations, required clearances, and all other essential employment requirements under Policy and Administrative Regulations 304-AR and 304-AR-4.

Ms. Zych made a motion to approve Personnel items 1 – 6. Mr. Frank seconded the motion.

Mr. Hamilton made a motion to amend the agenda to separate Personnel item 2. c. (1) Ryan O’Toole, Swimming, HS Head. Ms. Andrews seconded the motion. There was a discussion. It was unanimously resolved to separate Personnel item 2. c. (1) Ryan O’Toole, Swimming, HS Head.

It was unanimously resolved to approve Personnel items 1 – 6, excluding Personnel item 2. c. (1) Ryan O’Toole, Swimming, HS Head.

Ms. Zych made a motion to table Personnel item 2. c. (1) Ryan O’Toole, Swimming, HS Head. Mr. Hamilton seconded the motion. There was a discussion. It was resolved to table Personnel item 2. c. (1) Ryan O’Toole, Swimming, HS Head, with 8 in favor and 1 opposed, Mr. Goode voting No.

1. Resignations

a. Administration

- (1) The resignation of Paul S. Noro, Ed.D., principal at Kerr Elementary School, due to retirement, is accepted effective July 1, 2024.

b. Professional

- (1) The resignation of Jared J. Grassi, elementary teacher at O’Hara Elementary School, due to personal reasons, is accepted effective August 15, 2023.

- c. Educational Support**
 - (1) The resignation of Sharon L. Craft, instructional assistant at Kerr Elementary School, due to retirement, is accepted effective January 2, 2024.
 - (2) The resignation of Amy J. Englert, personal care assistant at O'Hara Elementary School, due to personal reasons, is accepted effective September 11, 2023.
 - d. Supplemental Contracts – Athletic**
 - (1) The resignation of Reed Bursic, baseball, freshman assistant at Fox Chapel Area High School, due to personal reasons, is accepted effective August 23, 2023.
 - (2) The resignation of Britta Lynn Emberg, basketball – girls, HS 1st assistant at Fox Chapel Area High School, due to personal reasons, is accepted effective August 24, 2023.
 - e. Supplemental Contracts – Non-Athletic**
 - (1) The resignation of Caitlin Alderman, band technician – marching, due to personal reasons, is accepted effective September 4, 2023.
 - (2) The resignation of Christine Ehman, choral director – elementary – Kerr, due to personal reasons, is accepted effective August 31, 2023.
- 2. Appointments**
- a. Educational Support**
 - (1) Cameryn E. Herevia is approved as a personal care assistant at Dorseyville Middle School, effective September 26, 2023. Salary is set based on the salary scale for personal care assistants, Step 1, with benefits as per the Fox Chapel Area Education Support Professionals Association Collective Bargaining Agreement. This position is available due to the resignation of Sydney Nury.
 - (2) Maria A. Powers is approved as the business office/communications secretary for the Fox Chapel Area School District, effective September 12, 2023. Salary is set based on the salary scale for 12-month secretaries, Step 3, with benefits as per the Fox Chapel Area Education Support Professionals Association Collective Bargaining Agreement. This position is available due to the retirement of Carol Obernauer.
 - b. Food Services**
 - (1) Dewi A. Densmore is approved as a permanent, part-time (5.5 hours per day) food services employee at Fox Chapel Area High School. Hourly wage is set based on the wage scale for food services employees, General Food Worker, with no fringe benefits, effective September 12, 2023. This position is available due to the resignation of Pamela Stewart.
 - (2) Mindi Holtzman is approved as a permanent, part-time (4 hours per day) food services employee at Dorseyville Middle School. Hourly wage is set based on the wage scale for food services employees, General Food Worker, with no fringe benefits, effective date to be determined pending the fulfillment of pre-employment requirements. This position is available due to the retirement of Suzanne Birdsong.

- (3) Carrie A. Mellett is approved as a permanent, part-time (4 hours per day) food services employee at Kerr Elementary School. Hourly wage is set based on the wage scale for food services employees, General Food Worker, with no fringe benefits, effective date to be determined pending the fulfillment of pre-employment requirements. This position is available due to the resignation of Dawn Haberman.

c. Supplemental Contracts – Athletic

- (1) The following athletic supplemental contracts are approved effective September 12, 2023:

Ryan O’Toole	Swimming, HS Head	\$6,078
Sean Stocker	Softball, HS 1st Assistant	\$4,219

d. Supplemental Contracts – Non-Athletic

- (1) The non-athletic supplemental contracts for the 2023-2024 school term are ratified/approved.

3. Change of Status

a. Food Services

- (1) Patricia M. Wigda, a permanent, part-time (5.75 hours per day) food services employee in the Dorseyville Middle School cafeteria, is ratified as a full-time (7 hours per day) food services leader in the Dorseyville Middle School cafeteria. Hourly wage is set based on the scale for food services employees, with fringe benefits, effective August 25, 2023. This position is available due to the retirement of Sherry Lloyd.

4. Purchase-of-Service Agreement

a. Health Services

- (1) The purchase-of-service agreement for substitute nurse services between Elizabeth A. Scholz and the Fox Chapel Area School District is approved, as presented, effective September 12, 2023, through June 30, 2024. **This is a new agreement.**

5. Salary Crossovers

- a. The professional employees listed below are eligible to cross over on the salary scale for the 2023-2024 school term based on verification of additional credits earned. This change is effective as of September 1, 2023, in accordance with the collective bargaining agreement.

<u>Name</u>	<u>From</u>	<u>To</u>
DiFrancesca, Micaela	B+15	B+24
Fanning, Katelyn	B+0	B+15
Grande, Karina	M+0	M+15
Haberman, Gabriella	B+15	M+0
Kamenicky, Matthew	B+0	M+0
McCall, Olivia	M+0	M+15
Roux, Hannah	B+0	B+15
Stone, Rachel	M+15	M+30
Suchevich, Emily	B+0	B+15
Thompson, Theresa	M+0	M+15
Walnoha, Kayla	B+15	M+0

6. Volunteers – Athletic

- a. The following athletic volunteers are ratified effective August 14, 2023:

James Farrell	Golf-Boys, HS
Christian Lima	Football, MS

- b. The following athletic volunteer is ratified effective August 30, 2023:

Emily Grychowski	Soccer-Girls, MS
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- c. The following athletic volunteers are approved effective September 12, 2023:

Jacelyn Alberts	Cross Country, HS
Ben Bailey	Basketball-Boys, HS
Sean Crummie	Basketball-Boys, HS

Personnel Information Item:

7. Tenure – Information

- a. The following employee has completed three years of satisfactory professional employment and is eligible for a Professional Employee’s Contract (tenure) effective August 14, 2023:

Jamie Glogowski

OPERATIONS/COOPERATIVE SERVICES

F. Operations/Cooperative Services

On motion by Mr. Goode and seconded by Ms. Zych, and after a discussion, it was unanimously resolved to approve the following Operations/Cooperative Services items:

1. Hartwood Elementary School HVAC Project – Engineering Services

Approve retaining H.F. Lenz Co. for engineering services related to the Hartwood Elementary School HVAC project at a cost of \$312,000, conditional to final review of the agreement and attachments.

2. Dorseyville Middle School Window Replacement Project – Award of Bid

Approve to award the following bid for the window replacement project at Dorseyville Middle School:

To the MacBracey Corporation for the Dorseyville Middle School Window Replacement Project in the amount of \$607,990 for the Base Bid and accepting Alternate #WC.01 in the amount of \$80,790, subject to the bidder’s successful completion of the post-award documentation.

3. Safety Incentive Program

Approve the Fox Chapel Area School District safety incentive program for the period October 1, 2023, through May 31, 2024, for district employees at an estimated cost of \$8,000.

4. Choral Program Accompanist

Approve the agreement between the Fox Chapel Area School District and Benjamin Bliss for choral program accompanist services at a total cost of \$3,000 effective September 11, 2023, through June 30, 2024. **This is a renewal of services.**

PENNSYLVANIA SCHOOL BOARDS ASSOCIATION (PSBA) 2024 OFFICER ELECTIONS

G. Pennsylvania School Boards Association (PSBA) 2024 Officer Elections

On motion by Mr. Frank and seconded by Mr. Hamilton, and after a discussion, it was unanimously resolved to approve the following PSBA 2024 Officer Elections item:

1. Slate of Candidates

Approve the following slate of candidates for the PSBA 2024 officer elections, and authorize the board secretary to electronically cast the vote on behalf of the Board of School Directors as attached:

a. PSBA Leadership Positions:

- 2024 President-Elect (one-year term)

Allison Mathis, North Hills School District

- 2024 Vice President (one-year term)

Sabrina Backer, Franklin Area School District

- 2024-2026 Treasurer (three-year term)

Karen Beck Pooley, Bethlehem Area School District

- 2024-2026 Western Zone Representative (three-year term)

Marsha Pleta, Washington School District

- 2024-2025 Section W3 Advisor (two-year term)

Erik Meredith, East Allegheny School District

b. PSBA Insurance Trustees:

- Trustee (term ends December 31, 2026, three-year term)

Marianne Neel
Michael Faccinetto

SECOND PUBLIC COMMENT PERIOD

There were no comments.

FOX CHAPEL EDUCATORS ASSOCIATION REPRESENTATIVE

Rachel Machen, Fox Chapel Educators Association president, gave her report.

BOARD COMMENTS

There were six comments. Mr. Frank, Ms. Findley, Ms. Andrews, Mr. Hamilton, Mr. Goode, and Ms. Dadd commented.

ADJOURNMENT

It was unanimously resolved to adjourn the meeting at 8:08 p.m.



Kathleen Anuszek
Board Secretary

Voting receipt - 2024 PSBA Officer Election

Receipt code: **JRF6**

Time of vote: **2023-09-12 09:36:35 America/New_York**

IP address: **192.124.34.30**

PSBA Officer Elections

Voting Procedure

President-Elect: **Allison Mathis***

Vice President: **Sabrina Backer***

Treasurer: **Karen Beck Pooley***

Western Zone Representative: **Marsha Pleta***

Section W-3 Advisor: **Erik Meredith***

PSBA Insurance Trust Trustees

Trustee (term ends Dec. 31, 2026)

Seat 1: **Marianne Neel**

Seat 2: **Mike Faccinetto**

School Board Secretaries Forum

Forum Steering Committee (term ends Dec. 31, 2025): **Jennifer Davidson**
JaimeLynn Zimerofsky
Bethanne Zeigler