

FOX CHAPEL AREA SCHOOL DISTRICT

REORGANIZATION MEETING

DECEMBER 4, 2023

CALL TO ORDER

The reorganization meeting of the Board of Directors of the Fox Chapel Area School District was called to order by Board secretary, Kathleen Anuszek, at 7 p.m. on December 4, 2023, in the LGI room at Fox Chapel Area High School.

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

ROLL-CALL

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

FIRST PUBLIC COMMENT PERIOD

There were no comments.

ELECTION OF TEMPORARY PRESIDENT

Mrs. Anuszek called for nominations of Temporary President. Ms. Zych nominated Mr. Goode, seconded by Mrs. Cooper.

Seeing no further nominations, and no objections, Mrs. Anuszek declared the nominations closed and called for a vote.

It was unanimously resolved to elect Mr. Goode for Temporary President.

Mr. Goode was seated as Temporary President.

READING OF CERTIFICATES OF ELECTION

The certificates of election for reelected Board members Marybeth Dadd, Katie Findley, Ronald Frank, Eric Hamilton, and Vanessa Lynch were read by the Board secretary.

OATH OF OFFICE

The oath of office for reelected Board members Marybeth Dadd, Katie Findley, Ronald Frank, Eric Hamilton, and Vanessa Lynch was administered by the Honorable Kevin G. Sasinoski, Allegheny County Court of Common Pleas, as attached.

The reelected Board members took their seats.

PRESENTATION OF LIST OF MEMBERS TO THE BOARD OF SCHOOL DIRECTORS

The Board secretary presented a list of qualified members to the Board of School Directors.

ELECTION OF PRESIDENT

Mr. Goode called for nominations of President. Mr. Frank nominated Ms. Dadd, seconded by Mr. Hamilton.

Seeing no further nominations, and no objections, Mr. Goode declared the nominations closed and called for a vote.

It was unanimously resolved to elect Ms. Dadd for President.

ELECTION OF VICE PRESIDENT

Mr. Goode called for nominations of Vice President. Mr. Hamilton nominated Mr. Frank, seconded by Ms. Dadd.

Seeing no further nominations, and no objections, Mr. Goode declared the nominations closed and called for a vote.

It was unanimously resolved to elect Mr. Frank for Vice President.

ELECTION OF ASSISTANT SECRETARY

Mr. Goode called for nominations of Assistant Secretary. Ms. Dadd nominated Mrs. Lynch, seconded by Mr. Hamilton.

Seeing no further nominations, and no objections, Mr. Goode declared the nominations closed and called for a vote.

It was unanimously resolved to elect Mrs. Lynch for Assistant Secretary.

Mr. Goode turned over the meeting to Ms. Dadd, who assumed the President’s chair and continued with the meeting.

REORGANIZATION BUSINESS

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

A. Appointments

1. The appointment of Katie Findley and Ronald Frank to the A.W. Beattie Board is approved.
2. The appointment of Ronald Frank as the PSBA legislative representative is approved.

B. Calendar of 2024 School Board Meetings

Pursuant to Public School Code §421, the calendar of 2024 school board meetings is approved as follows:

DATE	MEETING	LOCATION
January 8, 2024	Combined Agenda Study Session and Regular Business Meeting	FCAHS LGI Room
February 5, 2024	Agenda Study Session	FCAHS LGI Room
February 12, 2024	Regular Business Meeting	Hartwood Elementary School Gym
March 4, 2024	Agenda Study Session	FCAHS LGI Room
March 11, 2024	Regular Business Meeting	Fairview Elementary School Gym
April 8, 2024	Combined Agenda Study Session and Regular Business Meeting	FCAHS LGI Room
May 6, 2024	Combined Agenda Study Session and Regular Business Meeting	Dorseyville Middle School Auditorium
June 3, 2024	Agenda Study Session	FCAHS LGI Room

June 10, 2024	Regular Business Meeting	O'Hara Elementary School Auditorium
August 12, 2024	Combined Agenda Study Session and Regular Business Meeting	FCAHS LGI Room
September 9, 2024	Combined Agenda Study Session and Regular Business Meeting	FCAHS LGI Room
October 7, 2024	Agenda Study Session	FCAHS LGI Room
October 14, 2024	Regular Business Meeting	FCAHS LGI Room
November 4, 2024	Agenda Study Session	FCAHS LGI Room
November 11, 2024	Regular Business Meeting	Kerr Elementary School Gym
Tuesday, December 3, 2024	Reorganization Meeting & Combined Agenda Study Session and Regular Business Meeting	FCAHS LGI Room

All meetings begin at 7 p.m. There are no meetings in July.

The December 3 Reorganization Meeting will begin at 7 p.m., followed immediately by the Combined Agenda Study Session and Regular Business Meeting.

C. Authorization for Proper Signatures

Authorization is given to make any required change of signatures on all bank accounts and to execute signature cards as necessary to implement this action.

D. Facsimile Signatures

The use of facsimile signatures of the Board President, Board Secretary, and Board Treasurer is authorized for signing checks.

SECOND PUBLIC COMMENT PERIOD

There were no comments.

BOARD COMMENTS

There was one comment. Mrs. Cooper commented.

ADJOURNMENT

It was unanimously resolved to adjourn the meeting at 7:16 p.m.


 Kathleen Anuszek
 Board Secretary

BOARD OF SCHOOL DIRECTORS OF THE FOX CHAPEL AREA SCHOOL DISTRICT

OATH OF OFFICE AS SCHOOL DIRECTOR

I, **Marybeth Dadd**, do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

Date: December 4, 2023


Signature

Certificate of Temporary President or other authorized official administering the oath (Revised Uniform Law on Notarial Acts, 57 Pa.C.S. § 315)

State of Pennsylvania }

County of _____ }

On this date, _____, in accordance with Section 321 of the Public School Code of 1949, I administered the foregoing oath of office to the person whose name and signature appear above, who appeared before me in person, who was known to me (or satisfactorily proven) to be such person, and whose signature subscribing to this oath I witnessed, all immediately preceding the issuance of this certificate.

Name of Person Administering Oath (print): **The Honorable Kevin G. Sasinoski**

Title: **Allegheny County Court of Common Pleas Judge**

Signature of Person Administering Oath: 

My commission expires: _____

[Expiration date of commission is required only if the oath was administered by a notary public]

For notary public only:

****I administered this oath of office [] in person [] remotely, using communication technology.**

** It is recommended that this form be appended to the minutes of the meeting at which the oath was administered, or at which the certificate was presented if the oath was taken at another time. An explanation of applicable provisions of law is provided on the reverse side of this certificate.*

Explanation of Applicable Provisions of Law

Section 321 of the School Code requires that a school director "shall take and subscribe to" the oath of office, the prescribed wording of which is set forth in Section 321. 24 P.S. § 3-321. "Subscribe" means to place a signature on a document. This certificate form was developed by the Pennsylvania School Boards Association for this purpose because no other specific official form has been designated.

Section 402 of the School Code empowers the Temporary President at the annual organization meeting of a school board to administer the oath of office to school directors who have not already been sworn. 24 P.S. § 4-402. When the oath is administered at times other than the annual organization meeting in December, there is no authority for a Temporary President of a school board to administer the oath, and another official with such power is needed for that function.

It is not necessary for a newly elected or re-elected school director to wait until the organization meeting to take the oath of office, and the oath can be administered at any time after the individual receives the certificate of election from the county by any official having the general power to administer oaths. Such officials include judges or other judicial officers, clerks of court, designated staff of the county prothonotary, and commissioned notaries public. 42 Pa.C.S. § 327; 42 Pa.C.S. § 2737; 57 Pa.C.S. § 310.

If a newly elected or re-elected school director fails to take the oath of office within ten days after the beginning of the term of office (first Monday of December following the election), the school board can declare the seat vacant and appoint a replacement. 24 P.S. § 3-319.

The lower part of the form, to be completed by the Temporary President or other person administering the oath, is required as a result of Act 73 of 2013, which adopted the Revised Uniform Law on Notarial Acts (RULONA) for Pennsylvania. Effective October 26, 2017, under RULONA any person administering an oath is deemed to be acting as a "notarial officer" performing a "notarial act", even if not a commissioned notary public. 57 Pa.C.S. § 302. RULONA requires such notarial officers to sign and issue a certificate documenting each notarial act performed. 57 Pa.C.S. § 315.

Accordingly, RULONA now requires any person administering an oath of office to sign and issue a certificate of doing so for each person to whom the oath is administered, including when the Temporary President does so at a school board's annual organization meeting. Completion of the lower portion of this oath certificate form is necessary to meet the requirements of RULONA.

*****Remote Notarization and Use of Communication Technology –***

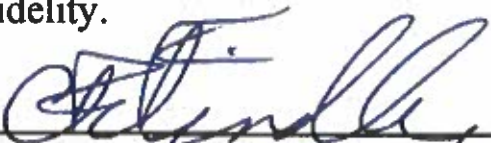
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BOARD OF SCHOOL DIRECTORS OF THE FOX CHAPEL AREA SCHOOL DISTRICT

OATH OF OFFICE AS SCHOOL DIRECTOR

I, **Catherine Findley**, do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

Date: December 4, 2023


Signature

Certificate of Temporary President or other authorized official administering the oath (Revised Uniform Law on Notarial Acts, 57 Pa.C.S. § 315)

State of Pennsylvania }
County of _____ }

On this date, _____, in accordance with Section 321 of the Public School Code of 1949, I administered the foregoing oath of office to the person whose name and signature appear above, who appeared before me in person, who was known to me (or satisfactorily proven) to be such person, and whose signature subscribing to this oath I witnessed, all immediately preceding the issuance of this certificate.

Name of Person Administering Oath (print): **The Honorable Kevin G. Sasinoski**

Title: **Allegheny County Court of Common Pleas Judge**

Signature of Person Administering Oath: 

My commission expires: _____
[Expiration date of commission is required only if the oath was administered by a notary public]

For notary public only:

****I administered this oath of office [] in person [] remotely, using communication technology.**

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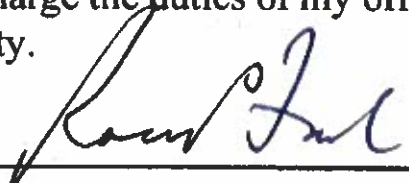
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BOARD OF SCHOOL DIRECTORS OF THE FOX CHAPEL AREA SCHOOL DISTRICT

OATH OF OFFICE AS SCHOOL DIRECTOR

I, **Ronald Frank**, do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

Date: December 4, 2023


Signature

**Certificate of Temporary President or other authorized official administering the oath
(Revised Uniform Law on Notarial Acts, 57 Pa.C.S. § 315)**

State of Pennsylvania)

County of _____)

On this date, _____, in accordance with Section 321 of the Public School Code of 1949, I administered the foregoing oath of office to the person whose name and signature appear above, who appeared before me in person, who was known to me (or satisfactorily proven) to be such person, and whose signature subscribing to this oath I witnessed, all immediately preceding the issuance of this certificate.

Name of Person Administering Oath (print): **The Honorable Kevin G. Sasinoski**

Title: **Allegheny County Court of Common Pleas Judge**

Signature of Person Administering Oath: 

My commission expires: _____
[Expiration date of commission is required only if the oath was administered by a notary public]

For notary public only:

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**BOARD OF SCHOOL DIRECTORS
OF THE
FOX CHAPEL AREA
SCHOOL DISTRICT**

OATH OF OFFICE AS SCHOOL DIRECTOR

I, **Eric Hamilton**, do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

Date: December 4, 2023

Eric B. Hamilton
Signature

**Certificate of Temporary President or other authorized official administering the oath
(Revised Uniform Law on Notarial Acts, 57 Pa.C.S. § 315)**

State of Pennsylvania }
County of _____ }

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Name of Person Administering Oath (print): **The Honorable Kevin G. Sasinoski**
Title: **Allegheny County Court of Common Pleas Judge**

Signature of Person Administering Oath: *Kevin G. Sasinoski*

My commission expires: _____
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BOARD OF SCHOOL DIRECTORS OF THE FOX CHAPEL AREA SCHOOL DISTRICT

OATH OF OFFICE AS SCHOOL DIRECTOR

I, **Vanessa Lynch**, do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

Date: December 4, 2023


Signature

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State of Pennsylvania }
County of _____ }

On this date, _____, in accordance with Section 321 of the Public School Code of 1949, I administered the foregoing oath of office to the person whose name and signature appear above, who appeared before me in person, who was known to me (or satisfactorily proven) to be such person, and whose signature subscribing to this oath I witnessed, all immediately preceding the issuance of this certificate.

Name of Person Administering Oath (print): **The Honorable Kevin G. Sasinoski**

Title: **Allegheny County Court of Common Pleas Judge**

Signature of Person Administering Oath: 

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