

FOX CHAPEL AREA SCHOOL DISTRICT

COMBINED AGENDA STUDY SESSION
AND REGULAR BUSINESS MEETING

DECEMBER 4, 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 7:16 p.m. on December 4, 2023, in the LGI Room at Fox Chapel Area High School.

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

•The Fox Chapel Area High School girls varsity soccer team won the WPIAL Class 4A championship and qualified for the PIAA Class 4A playoffs. The team members were seniors **Katherine Friday, Sage Good, Addison Jump, Megan Mulhern, Sydney Schutzman, Madeleine Stone, Anna Troutman, and Lila Valkanas**; juniors **Maya DiPasquale, Madeline Grimsley, Gianna Patterson, Alyssa Quackenbush, Paige Solomon, and Bella Urso**; sophomores **Cassie Classen, Summer Hill, Emily Korczynski, and Lily McLaughlin**; and freshmen **Antonia Linzoain, Emily McKee, Lia Pizzella, Caylie Wilkinson, and Taylor Wilkinson**.

FOX LEADERSHIP COUNCIL STUDENT REPRESENTATIVE

Alexandra Sroufe, community outreach chair, gave a report on behalf of Annie Mohn, high school telethon chair, who was unable to attend the meeting.

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 the Fox Chapel Area Unified Best Buddies Club. The club, which includes more than 200 students with and without intellectual and developmental disabilities, is a true example of inclusivity and leadership development within the high school.

We were joined by Dr. Stacie Dojonovic, Fox Chapel Area transition coordinator, Best Buddies student leaders seniors Sydney Schutzman and Dylan Work, and juniors Marin Cusano and Mark Farah. They shared their positive experiences from being involved in the club.

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 regular business meeting dated November 13, 2023. On motion by Mr. Frank and seconded by Ms. Findley, the minutes were unanimously approved as submitted.

FIRST PUBLIC COMMENT PERIOD

There was one comment.

1. Emily Glick, district resident, commented on the JML Landscape Maintenance Contract.

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

On motion by Mrs. Lynch and seconded by Mr. Hamilton, and after a discussion, it was unanimously resolved to approve the following Facilities/Transportation items:

1. **Additional School Bus Drivers – 2023-2024 School Year**

Ratify hiring the additional ABC Transit, Inc. drivers effective for the 2023-2024 school year. All required licensing, clearances, and all other essential employment requirements for school bus operators under the laws of the commonwealth of Pennsylvania have been verified.

2. **JML Landscape Management, LLC – Landscape Maintenance Contract**

Approve the landscape maintenance contract between the Fox Chapel Area School District and JML Landscape Management, LLC for landscape services for the period January 1, 2024, through December 31, 2026, at a total cost of \$163,268 per year. **This is a renewal of services.**

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) – November 2023**

General fund disbursements (Fund 10) in the amount of \$8,085,108.54 from November 1, 2023, through November 30, 2023, are approved.

2. **Disbursements (Fund 31) – November 2023**

Capital reserves fund disbursements (Fund 31) in the amount of \$7,500 from November 1, 2023, through November 30, 2023, are approved.

3. **Finance Report – October 2023**

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

4. **Budget Transfers**

The budget transfers for 2023-2024 are approved.

5. AMCA Systems, LLC – ACA (Affordable Care Act) TaxTrack Software Agreement

Approve the agreement between the Fox Chapel Area School District and AMCA Systems, LLC for ACA TaxTrack Software effective December 4, 2023, at a cost of \$2,950. **This is a renewal of services.**

6. Election Not to Increase the Tax Rate Above the Index – Resolution 2023-5

Approve Resolution 2023-5 electing not to increase the tax rate above the index in the 2024-2025 General Fund Operating Budget.

7. Allegheny Intermediate Unit Joint Purchasing Program – Resolution 2023-6

Approve Resolution 2023-6 authorizing the participation of the Fox Chapel Area School District in the Allegheny Intermediate Unit Joint Purchasing Program through the 2024-2025 school year, and authorizing the appointment of Kimberly Pawlishak and Daniel Breitzkreutz as representatives of the district. **This is a renewal of participation.**

8. PowerSchool Group LLC Amended Agreement – eFinancePlus Software

Approve the amended agreement between the Fox Chapel Area School District and PowerSchool Group LLC for eFinancePlus software for the period January 1, 2024, through December 31, 2024, at a cost of \$57,994.01. **This is an amended agreement with an annual savings of approximately \$20,000.**

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. PA Mental Health Education Learning Program in Schools (PA HELPS) Participation Agreement

Approve the participation agreement between the Fox Chapel Area School District and PA HELPS to be eligible for disbursements for the 2023-2024 school year to support school counseling and nurse interns, and authorize the administration to execute the agreement on behalf of the district. **This is a new agreement.**

2. The Watson Institute – WISCA-Sharpsburg – Letter of Agreement

Ratify the letter of agreement between the Fox Chapel Area School District and The Watson Institute for one unnamed student enrolled in The Watson Institute Social Center for Academic Achievement (WISCA-Sharpsburg) for the 2023-2024 school year beginning November 30, 2023, and authorize the superintendent to execute the letter of agreement on behalf of the district. **This is a renewal of services.**

LEGISLATION/POLICY

D. Legislation/Policy

Mr. Frank made a motion to approve Legislation/Policy items 1 – 4. Ms. Findley seconded the motion. There was a discussion.

Mr. Hamilton requested that the agenda be amended so that Policy No. 226 would be considered separately and moved that Policy No. 226 be referred back to the governance committee. Ms. Zych seconded the motion. There was a discussion. It was unanimously resolved to refer Policy No. 226 back to the governance committee.

Mr. Frank made a motion to approve Legislation/Policy items 1 – 4, excluding Policy No. 226 and refer that policy back to the governance committee. There was a discussion.

Ms. Zych requested that the agenda be amended so that Policy No. 221 would be considered separately and moved that Policy No. 221 be referred back to the governance committee. Mr. Hamilton seconded the motion. There was a discussion. It was unanimously resolved to refer Policy No. 221 back to the governance committee.

Mr. Frank made a motion to approve Legislation/Policy items 1 – 4, excluding Policy No. 221 and Policy No. 226 and refer those policies back to the governance committee. It was unanimously resolved to approve Legislation/Policy items 1 – 4, excluding Policy No. 221 and Policy No. 226 and refer those policies back to the governance committee.

1. Policies – Revised – Second Reading and Adoption

Approve the second reading and adoption of the following revised policies:

- No. 006 – Meetings
- No. 137 – Home Education Programs
- No. 137.1 – Extracurricular Participation by Home Education Students
- No. 216.1 – Supplemental Discipline Records
- No. 223 – Use of Motor Vehicles
- No. 251 – Students Experiencing Homelessness, Foster Care and Other Educational Instability
- No. 718 – Service Animals in Schools
- No. 800 – Records Management
- No. 805 – Emergency Preparedness and Response
- No. 830 – Security of Computerized Personal Information/Breach Notification

2. Policies – New – Second Reading and Adoption

Approve the second reading and adoption of the following new policies:

- No. 137.2 – Participation in Cocurricular Activities and Academic Courses by Home Education Students
- No. 137.3 – Participation in Career and Technical Education Programs by Home Education Students
- No. 830.1 – Data Governance – Storage/Security

3. Policies – Revised – First Reading

Approve the first reading of the following revised policies:

- No. 219 – Student Complaint Process
- No. 220 – Student Expression/Dissemination of Materials
- No. 221 – Dress and Grooming
- No. 224 – Care of School Property

- No. 226 – Searches
- No. 228 – Student Government
- No. 230 – Public Performances by Students
- No. 231 – Social Events and Class Trips
- No. 232 – Student Involvement in Decision-Making
- No. 235 – Student Rights and Responsibilities
- No. 235.1 – Surveys
- No. 237 – Electronic Devices
- No. 250 – Student Recruitment

4. Policy – Deleted

Approve deleting the following policy:

No. 235.2 – Recording of Students/Publishing of Students’ Work (This policy is generally procedural.)

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.

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

1. Resignations

a. Supplemental Contracts – Athletic

- (1) The resignation of James Angelo, football, MS assistant, due to personal reasons, is accepted effective November 15, 2023.
- (2) The resignation of Christine Smith, golf-girls, HS head, due to personal reasons, is accepted effective November 15, 2023.
- (3) The resignation of Andrew Wallisch, golf-boys, JV head, due to personal reasons, is accepted effective November 14, 2023.
- (4) The resignation of Amy Wickman, track, HS 3rd asst., due to personal reasons, is accepted effective November 14, 2023.

2. Appointments

a. Supplemental Contracts – Athletic

- (1) The following athletic supplemental contracts are approved for the 2023-2024 school year effective December 5, 2023:

Jonathan Berkowitz	Softball, MS Asst.	\$3,207
Dr. James W. Jones	Baseball, Freshman Asst.	\$2,603
Eric Norberg	Track, HS 3rd Asst.	\$5,542

b. Supplemental Contracts – Non-Athletic

- (1) The following non-athletic supplemental contracts are ratified for the 2023-2024 school year:

Lisa R. Gibson	Wellness Council Sponsor – HS (50%)	\$1,014.50
Rachel L. Machen	Wellness Council Sponsor – HS (50%)	\$1,014.50

- (2) The following non-athletic supplemental contract is approved effective January 22, 2024, through the day after the last day of school for students for the 2023-2024 school year:

Helen R. Boarts	Mentor Teacher – Hartwood Elementary School	\$1,122.36
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3. Leaves

a. Professional

- (1) Joshua D. Duso, family and consumer sciences teacher at Dorseyville Middle School, is approved for a medical sabbatical, effective January 19, 2024, with return scheduled for the first day of the 2024-2025 school year.
- (2) Elizabeth M. Feldman, science teacher at Dorseyville Middle School, is approved for childrearing /adoption leave, under Article Eleven (D) of the Fox Chapel Educators Association Collective Bargaining Agreement, effective April 12, 2024, with return scheduled for the first day of the 2024-2025 school year.

4. Leave Replacements

a. Professional

- (1) Monica M. Gralewski is approved as a leave replacement educational support teacher at Hartwood Elementary School. This position is available due to the medical sabbatical of Heather Flynn.

Certification: Instructional I
Education: B.S., Slippery Rock University, 2023
Experience: Student Teaching, Fox Chapel Area School District
Effective: January 22, 2024, through the day after the last day of school for students for the 2023-2024 school year
Salary: \$58,198 (prorated) based on Step 1, B+0
Fringe Benefits: As per the Collective Bargaining Agreement

- (2) Sarah J. Zwiebel is approved as a leave replacement elementary teacher at O'Hara Elementary School. This position is available due to the childrearing leave of Micaela DiFrancesca.

Certification: Instructional I
Education: B.S., Duquesne University, 2021
M.Ed., Slippery Rock University, 2023
Experience: 1 year, Mid Valley School District
Effective: January 29, 2024, through the day after the last day of school for students for the 2023-2024 school year
Salary: \$67,023 (prorated) based on Step 2, M+0
Fringe Benefits: As per the Collective Bargaining Agreement

5. Extra Innings

a. Teachers

- (1) The following individuals are approved as Extra Innings teachers for the 2023-2024 school year at a rate of \$30.92 per hour for a maximum of 42 hours, including planning/instruction:

Fairview Elementary School

Gabriella Bonelli
Lisa Collins
Wendy Donaldson
Julia Puntil

Hartwood Elementary School

Kati Altieri
Jennifer Billings
Lynn DePellegrini
Katherine Frederick
Rebecca Stefanyak
Therese Wilk

Kerr Elementary School

Stephanie Abriatis
Sean Baldis
Kristin Bashforth
Carrie Ferguson
Miluska Lauterbach
Mira Steen

O'Hara Elementary School

Adam Danielson
Gabriella Haberman
Alexis Hurlbut
Emmelia Jaffe
Nicolas Luciano
Amy Myer
Tracey Planz
McKenna Robinson

- (2) The individuals listed below are approved as Extra Innings teachers for the 2023-2024 school year for a stipend of \$1,200 for a maximum of 42 hours including planning/instruction, with partial participation being prorated. This method of payment is in accordance with Kelly Educational Staffing's regulations regarding substitutes employed by the district.

Fairview Elementary

Anna Steen
Courtney Tomas

b. Substitute Teachers

- (1) The following individuals are approved as Extra Innings substitute teachers for the 2023-2024 school year at a rate of \$30.92 per hour:

Hartwood Elementary

Anne Hook

Kerr Elementary School
Samantha Diamond

O'Hara Elementary School
Jennifer Lancz

- (2) The individual listed below is approved as an Extra Innings substitute teacher for the 2023-2024 school year for a prorated stipend up to \$1,200, based on days worked. This method of payment is in accordance with Kelly Educational Staffing's regulations regarding substitutes employed by the district.

Kerr Elementary School
Samantha Rihn

c. Instructional Assistants

- (1) The following individuals are approved as Extra Innings instructional assistants for the 2023-2024 school year at a rate of \$20 per hour for a maximum of 22 hours, including planning/instruction:

Fairview Elementary School
Amy Ruane

Hartwood Elementary School
Rosanne Libengood

Kerr Elementary School
Colleen Kozak

6. Volunteer – Athletic

- a. The following athletic volunteer is ratified, effective November 17, 2023:

Alfred Beeken Basketball-Boys, HS

OPERATIONS/COOPERATIVE SERVICES

F. Operations/Cooperative Services

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

1. Optimum Water Solutions, Inc. – Rental Agreements

Approve the rental agreements between the Fox Chapel Area School District and Optimum Water Solutions, Inc. for the replacement of six water coolers in the district effective upon delivery and installation for a term of 60 months, at a one-time installation fee of \$600 and an annual cost of \$9,360, and authorize the administration to execute the delivery and acceptance certificate on behalf of the district. **This is a renewal of services.**

**2. Allegheny Intermediate Unit
Allegheny Connect – Regional Wide-Area Network (RWAN) Consortium
Resolution 2023-7**

Approve Resolution 2023-7 authorizing the Allegheny Intermediate Unit 3 (AIU) to purchase lit fiber wide area network and Internet access services from Crown Castle Fiber, approve the Service Order and E-rate Letter of Agency, and approve the extension of the initial term of the Service Order for up to five years and up to seven years for Internet access service. **This is a change in service providers based on a rebid for services conducted by the AIU.**

SECOND PUBLIC COMMENT PERIOD

There was one comment.

1. Emily Glick, district resident, commented on outdoor recess and recess time.

FOX CHAPEL EDUCATORS ASSOCIATION REPRESENTATIVE

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

BOARD COMMENTS

There were eight comments. Mr. Frank, Ms. Findley, Mrs. Lynch, Ms. Andrews, Mr. Hamilton, Ms. Zych, Mr. Goode, and Ms. Dadd commented.

Ms. Dadd announced that prior to tonight's public meeting, the Board met in executive session to discuss an employment matter.

ADJOURNMENT

It was unanimously resolved to adjourn the meeting at 8:49 p.m.



Kathleen Anuszek
Board Secretary