



UPPER ST. CLAIR SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS

Mrs. Barbara L. Bolas, President • Mr. Patrick A. Hewitt, Vice President • Mrs. Amy L. Billerbeck
Mrs. Jennifer L. Bowen • Mr. Phillip J. Elias • Dr. Daphna Gans • Mr. Louis P. Mafrice, Jr.
Mrs. Angela B. Petersen • Mrs. Jennifer A. Schnore
Dr. John T. Rozzo, Superintendent • Mrs. Jocelyn P. Kramer, Solicitor

SCHOOL BOARD REORGANIZATION MEETING AND BOARD MEETING

Monday, December 7, 2020 @ 7:00pm
Executive Session @ 6:20pm (Real Estate / Legal Matters)
District Administration Building Board Room

Notice having been advertised and posted and members duly notified, a Board Reorganization Meeting and Board Meeting of the Board of School Directors was held on December 7, 2020 in the District Administration Board Room.

School Board Members in Attendance:

Mrs. Barbara Bolas, President (in-person)
Mr. Patrick Hewitt, Vice President (in-person)
Mrs. Amy Billerbeck (virtual)
Mrs. Jennifer L. Bowen (virtual)
Mr. Phillip J. Elias (in-person)
Dr. Daphna Gans (virtual)
Mr. Louis P. Mafrice Jr. (virtual)
Mrs. Angela Petersen (in-person)
Mrs. Jennifer Schnore (virtual)

School Personnel in Attendance:

Dr. John T. Rozzo, Superintendent (in-person)
Dr. Sharon K. Suritsky, Assistant/Deputy Superintendent (virtual)
Mrs. Amy Pfender, Assistant to the Superintendent (in-person)
Mr. Ray Carson, Senior Director of Operations & Administrative Services (in-person)
Mr. Scott Burchill, Director of Business & Finance (in-person)
Dr. Lou Angelo, Director of Facilities and Operations (virtual)
Dr. Judith Bulazo, Director of Curriculum and Development (virtual)
Mrs. Cassandra Doggrell, Director of Student Support Services (virtual)
Mrs. Lauren Madia, Assistant Director of Student Support Services (in-person)

Mr. Bradley Wilson, Director of Strategic Initiatives (virtual)
Mrs. Jocelyn Kramer, Solicitor (in-person)
Mrs. Sarah MacDonald, Board Stenographer (virtual)
R.J. Shontz – Student Board Representative (virtual)
Maura Joyce – Student, Star Spangled Banner (virtual)
Ms. Lorraine Milovac – Choral Director (virtual)

Call to Order / Pledge of Allegiance
(Bolas, School Board President)

Mrs. Bolas called the meeting to order at approximately 7:01pm.

Star Spangled Banner
(Maura Joyce)

Dr. Rozzo welcomed Maura Joyce, a sophomore at the High School, and Ms. Lorraine Milovac, Choral Director. Maura sang the Star Spangled Banner and introduced herself, advising she is involved in several activities and groups at the high school.

Mrs. Bolas and Dr. Rozzo thanked Maura for singing the Star Spangled Banner.

Meeting Procedures
(Kramer, Solicitor)

Mrs. Kramer reviewed the meeting procedures and advised there were no residents in attendance to give in-person public comments.

Nomination / Election of Temporary President
(Bolas, School Board President)

Mr. Hewitt nominated Mrs. Bolas for Temporary President.

Mrs. Bolas was elected Temporary President.

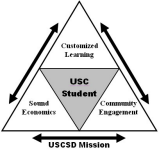
MOTION: By Hewitt: I move that Mrs. Bolas be elected as Temporary President of this meeting. Carried by unanimous voice vote.

If there is more than one nominee, vote by name

Reading of the Mission:

(Bolas, Temporary School Board President)

Mrs. Billerbeck read the following Mission:



Developing lifelong learners and responsible citizens for a global society is the mission of the Upper St. Clair School District, served by a responsive and innovative staff who in partnership with the community provides learning experiences that nurture the uniqueness of each child and promotes happiness and success.

Reading of the Shared Belief Statement #12 from Strategic Plan:

(Bolas, Temporary School Board President)

Mrs. Bowen read the following Shared Belief Statement #12 from the Strategic Plan:

We Believe that:

Exposure to a balanced curriculum, including academics, arts, and athletics, expands the human experience and allows each student to discover his or her own particular interests and abilities.

Approval of Agenda

(Bolas, Temporary School Board President)

MOTION: By Elias: I move that the Board approve the Agenda, as presented.
Seconded by Bowen and carried by unanimous voice vote.

Resident's Comments - (Regarding Agenda Items Only)

(Rozzo, Superintendent of Schools)

Link to Online Form

Note: As per Guidelines for Resident's Comments, please state your name and address and limit your comments to three minutes. Social distancing and mask guidelines will also be adhered to during Resident's Comments. In light of continued health and safety concerns, the Board will offer an additional option for submitting Residents' Comments via online form (link above) by Monday, December 7, 2020 anytime before 4pm or by phone in advance of the meeting. You can submit a comment via phone by contacting the Board Stenographer at 412-833-1600 x2218 by Monday, December 7, 2020 any time before 2pm. Comments submitted in advance regarding agenda item will be shared with the Board prior to the meeting and summarized at this time.

There were no in-person resident's comments at this time.

Mrs. MacDonald summarized the comments received online via the District's Google Form.

Report from Student Board Representatives

Karsen Damon & R.J. Shontz

(Rozzo, Superintendent of Schools)

R.J. gave updates for both himself and Karsen, as Karsen was not able to attend the meeting. Updates were given on section winter play, SHIM drive, Messenger clothing drive club, virtual caroling event, live-streamed madrigal dinner, FOCUS groups, and Fall Curriculum Recommendations.

The Board thanked R.J. and asked where dates of activities are posted. R.J. advised that dates can be seen on the USC High School's social media pages, as well as on flyers.

Recognition of Mrs. Barabara Bolas, 2020 Board President

(Rozzo, Superintendent of Schools)

Dr. Rozzo recognized Mrs. Bolas for her service as the 2020 School Board President. He advised that is an honor and privilege to recognize Mrs. Bolas as President. He noted that it has been arguably one of the most difficult years to navigate as President, and she has done a fantastic job, and is truly on the Board for all of the right reasons. Dr. Rozzo reported that the District sincerely appreciates everything Mrs. Bolas has done. Dr. Rozzo then gifted Mrs. Bolas with an engraved commemorative gavel.

Mrs. Bolas thanked everyone, noting that the District has an extraordinary group of people working around the clock to keep the District's schools safe. She thanked the Administration for all they have done for students, advising the District is student-focused and that students truly come first in everything that is done.

Election of Officers

(Temporary School Board President)

a. Election of President

(Bolas, Temporary School Board President)

NOMINATIONS: By Billerbeck: I nominate Mr. Hewitt as President of the Board of School Directors.

(Nominations do not require a second)

(If only one nomination is made)

MOTION: By Billerbeck: I move that the nominations be closed and the Secretary be instructed to cast a unanimous ballot for the election of Mr. Hewitt as President of the Board of School Directors. Seconded by Schnore and carried by unanimous voice vote.

b. Election of Vice President
(Hewitt, School Board President)

NOMINATIONS: By Petersen: I nominate Mr. Elias as Vice President of the Board of School Directors.

(Nominations do not require a second)

(If only one nomination is made)

MOTION: By Petersen: I move that the nominations be closed and the Secretary be instructed to cast a unanimous ballot for the election of Mr. Hewitt as Vice President of the Board of School Directors. Seconded by Bolas and carried by unanimous voice vote.

Approval of Minutes
(School Board President)
November 23, 2020
ATTACHED

MOTION: By Schnore: I move that the Board approve the Meeting Minutes of the November 23, 2020 Board Meeting, as attached. Seconded by Gans and carried by unanimous voice vote.

Superintendent's Report
(Rozzo, Superintendent of Schools)

a. District Update
(Rozzo, Superintendent of Schools / Carson, Sr. Director of Operations & Administrative Services / Madia, Assistant Director of Student Support Services)

Dr. Rozzo congratulated Mr. Hewitt and Mr. Elias and advised that he looks forward to working with both of them. He also gave an update on the Attestation, which was signed at the last meeting, as well as the District's COVID-19 Dashboard. He noted that staff have been working tirelessly to make everything safe for students. He also reported that Mrs. Madia and Ms. Fisher have been working around the clock and are in constant communication with the Allegheny County Health Department, following their guidance and recommendations regarding COVID-19. Dr. Rozzo thanked Mr. Wilson, Mrs. Vojtko, Mrs. Madia and Mr. Carson for doing a terrific job in strengthening communication and getting the updated COVID-19 Dashboard on the website.

Mr. Carson thanked Ms. Mariano for working so hard to ensure staff safety. He reported on the new COVID-19 dashboard.

Mrs. Madia reported on the three sections of the COVID-19 Dashboard. She also advised that the Allegheny County Health Department helps the District think through all options regarding COVID-19. She noted that the District appreciates the

community's patience. She commended the District's staff and families for being vigilant in making sure that the schools are safe.

Mr. Carson noted that as part of the COVID-19 Dashboard webpage, there is a very robust Q & A included at the bottom of the webpage.

Mr. Hewitt, Dr. Gans and Mr. Mafrice asked questions regarding the COVID-19 Dashboard. Mrs. Madia, Mr. Carson, and Dr. Rozzo responded to the questions.

Dr. Rozzo noted that he is very appreciative of the District's team, as well as all of the support received from families and the community.

b. Approval of Correction to the November 23, 2020 Board Minutes, Consent Agenda Item G - Approval of Committee and Board Meeting Dates
(Rozzo, Superintendent of Schools)

MOTION: By Gans: I move to correct the November 23, 2020 Board Minutes, Consent Agenda Item G - Approval of Committee and Board Meeting Dates, to the dates and times listed below. Seconded by Petersen and carried by unanimous voice vote.

Upper St. Clair Board of School Directors be held each month in the District Administration Building Board Room at 7:00 pm prevailing time as follows:

January 25
February 22
March 22
April 27 - Tuesday
May 24
June 28 - @ 8am
August 23
September 28 - Tuesday
October 25
November 22
December 6 - Reorganization / Board Meeting

The Board reorganization meeting will be held on Monday, December 6, 2021. No regular meetings will be scheduled for the month of July. Special meetings will be called as needed.

The Committee of the Whole meetings of the Upper St. Clair Board of School Directors will be held each month in the District Administration Building Board Room at 7:00pm prevailing time as follows:

January 11 - Fast Track Curriculum Recommendations Presentation @ 7pm
February 8

March 8
April 12
May 10
June 7 - Spring Curriculum Recommendations Presentation @ 5pm
August 9 - @ 8am
September 13
October 11
November 8

No Committee meetings will be held in July or December. Special meetings will be called as needed. The Board Secretary is authorized to advertise the schedule of 2021 regular Board and Committee meetings as set forth above and to include in the advertisement that at all such meetings the Board may vote on all matters of general purpose coming before the Board.

c. Approval of Correction to November 28, 2016 Item 12.C.

(Kramer, Solicitor)

ATTACHED

Mrs. Kramer advised that the correction to the November 28, 2016 minutes is for Mr. Burchill's term as Board Secretary. The correction adjusts the term and will allow it to run during the appropriate time-frame.

MOTION: By Petersen: I move that the Board correct and amend the motion for the appointment of School Board Secretary dated November 28, 2016 Item 12.C. as attached and make the necessary correction to the permanent minutes of the Board. Seconded by Billerbeck and carried by unanimous voice vote.

d. Approval of Personnel Listings

(Carson, Sr. Director of Operations & Administrative Services)

ATTACHED

Mr. Carson reviewed the Personnel Listing.

MOTION: By Billerbeck: I move that the Board approve the Personnel Listings, as attached. Seconded by Bolas and carried by unanimous voice vote.

e. Approval of Commendations & Recognitions

(Suritsky, Assistant/Deputy Superintendent)

ATTACHED

Dr. Suritsky read the commendations and recognitions.

MOTION: By Bolas: I move that the Board approve the Commendations & Recognitions, as attached. Seconded by Mafrice and carried by unanimous voice vote.

f. Second Reading & Adoption of PSBA Revisions and New Policies: 700s

(Kramer, Solicitor / Carson, Sr. Director of Operations & Administrative Services)

ATTACHED

Mrs. Kramer reviewed the updates to Policies 707, 703 and 708.

MOTION: By Mafrice: I move that the Board approve the second reading and adoption of PSBA Revisions and Policies and the deletion of policies that are being replaced, as presented. Seconded by Elias and carried by unanimous voice vote.

- 701 - Facilities Planning
- 702 - Gifts, Grants, Donations
- 702.1 - Crowdfunding
- 703 - Sanitary Management
- 704 - Maintenance
- 705 - Facilities and Workplace Safety
- 705 AR -1 - Safety*
- 706 - Property Records
- 706.1 - Sale or Disposal of Surplus Property, Equipment, Supplies and Textbooks
- 707 - Use of School Facilities
- 707 AR -1 - Use of School Facilities - Daily Fee Schedule by Category*
- 707 AR -2 - Use of School Facilities - Rates*
- 708 - Lending of Equipment and Books
- 709 - Building Security
- 709.1 - School Building and Grounds Security Monitoring
- 710 - Use of Facilities by Staff
- 716 - Integrated Pest Management
- 717 - Cellular Telephones
- 718 - Services Animals in Schools

* for reference only - Administrative Regulations do not require Board approval

g. Approval of Title I Non-Public School Contract with AIU
(Bulazo, Director of Curriculum and Professional Development)

Dr. Bulazo reviewed the Title I Non-Public School contract with the AIU.

MOTION: By Elias: I move that the Board approve the Title I Non-Public School Contract with the AIU, contingent upon final documentation acceptable to the Superintendent and Solicitor. Seconded by Bowen and carried by unanimous voice vote.

h. Approval of the Following Student Support Services Contracts
(Doggrell, Director of Student Support Services)

Mrs. Doggrell reviewed the MB Therapy Consultant Agreement, the Watson Institute Social Center for Academic Achievement (WISCA-South) Tuition Agreement and the Extended Consultant Agreement with Rhonda Battenfelder.

1. MB Therapy LLC: Consultant agreement for speech and language services for one student at \$24.00 per unit to begin January 4, 2021 through August, 31, 2021.
2. Watson Institute Social Center for Academic Achievement (WISCA-South): Tuition for one student placement at \$48,346 prorated to start date of November 11, 2020 (full year)
3. Extend Consultant Agreement (Rhonda Battenfelder): Extend consultant agreement to provide professional and administrative services for the Student Support Services through June 30, 2021.

MOTION: By Bowen: I move that the Board approve the Student Support Services Contracts, as presented contingent upon final documentation acceptable to the Superintendent and Solicitor. Seconded by Schnore and carried by unanimous voice vote.

Administrator's Report
(Rozzo, Superintendent of Schools)

a. Administrative Updates

- Bulazo – Dr. Bulazo gave an update on the Fast Track Curriculum Recommendations, which will be presented in January. Dr. Gans had a question regarding Curriculum Recommendations and approvals. Dr. Bulazo answered her question, advising about the approval process for Curriculum Recommendations.

- Mrs. Doggrell reported on the comprehensive report that is submitted to the state annually, as well as the COVID initiative for students receiving special education. She also gave updates on the PIE Group, advising there are two new parent leaders for the group.

Business & Finance

(Burchill, Director of Business & Finance)

a. Approval of Treasurer's Report - 12.7.20 Including Supplemental Report - 12.7.20

(Burchill, Director of Business & Finance)

ATTACHED

Mr. Burchill reviewed the Treasurer's Report and the Supplemental Report.

MOTION: By Schnore: I move that the Board Approve the Treasurer's Report including approval of total Bill List and Check File Listing, as follows:
Fund 10 (General Fund) - \$390,132.15
Fund 31 (Capital Reserve Fund) - \$0
Fund 36 (Construction Fund) - \$2,814.12
Fund 50 (School Lunch Fund) - \$155.28

Seconded by Petersen and carried by unanimous voice vote.

b. Approval of Expenses between December 7, 2020 through January 25, 2021 to be Ratified at the January 25, 2021 Board Meeting

(Burchill, Director of Business & Finance)

Mr. Burchill reported that due to the extended period of time between the December 7th and January 25th voting meetings, the Districts asks the Board to authorize the customary payments.

MOTION: By Petersen: I move that the Board authorize the normal, customary and regular payments of salaries, benefits, and other expenses between December 7, 2020 through January 25, 2021 to be considered for approval / ratification at the January 25, 2021 Board meeting.
Seconded by Gans and carried by unanimous voice vote.

c. Overview of Preliminary 2021-2022 Act 1 Budget Process

(Rozzo, Superintendent of Schools / Burchill, Director of Business & Finance)

ATTACHED

Dr. Rozzo reviewed the Preliminary 2021-2022 Act 1 Budget Process. He advised that he and Mr. Burchill have already begun getting ready for the next budget season, and will certify that the School District will not exceed the Index of 3%.

Act 1 Timeline

Act 1 Index Resolution

MOTION: By Billerbeck: I move that the Board adopt the Act Resolution certifying that the School District will not raise taxes for the 2021-2022 school year beyond a rate that exceeds the index of 3% as calculated by the Pennsylvania Department of Education. Seconded by Bolas and carried by unanimous voice vote.

d. Holiday Resolution

(Hewitt, School Board President)

MOTION: By Bolas: I move that the Board adopt the following Resolution: *BE IT RESOLVED*, that the Board of School Directors of Upper St. Clair wishes everyone an enjoyable holiday season as you observe your celebrations and traditions at this special time of the year. May good fortune and warm memories surround you and your loved ones and may each of you have a very healthy and happy new year. Seconded by Mafrice and carried by unanimous voice vote.

e. Resident's Comments - (Regarding Any item)

(Rozzo, Superintendent of Schools)

Link to Online Form

Note: As per Guidelines for Resident's Comments, please state your name and address and limit your comments to three minutes. Social distancing and mask guidelines will also be adhered to during Resident's Comments. In light of continued health and safety concerns, the Board will offer an additional option for submitting Residents' Comments via online form (link above) by Monday, December 7, 2020 anytime before 4pm or by phone in advance of the meeting. You can submit a comment via phone by contacting the Board Stenographer at 412-833-1600 x2218 by Monday, December 7, 2020 any time before 2pm. Comments submitted in advance regarding any item will be shared with the Board prior to the meeting and summarized at this time.

There were no resident's comments at this time.

Committee Reports

(Hewitt, School Board President)

There were no Committee Reports at this time.

Matters of Information - Superintendent & Administration

(Rozzo, Superintendent of Schools)

- a. **Mrs. Amy Pfender - Finalist (one of two) in the Women in School Leadership Award in the Central Office/Principal Category, a Program of AASA, The School Superintendents Association**

Dr. Rozzo recognized Mrs. Pfender for becoming one of two finalists in the AASA Women in Leadership Award in the Central Office / Principal Category. The winner will be announced in February. He noted that Mrs. Pfender is an integral part of the District's team and that she is a great role model for all students.

Dr. Rozzo also noted that the Open Mic has been rescheduled for the New Year.

Mr. Hewitt congratulated Mrs. Pfender.

Announcement Regarding Executive Session

(Hewitt, School Board President)

- a. **Mr. Hewitt announced that Executive Session was held on Thursday, December 3rd at 7:00pm for Litigation and on December 7th at 6:20pm for Real Estate / Legal Matters.**

Mr. Hewitt wished everyone a great Holiday. He noted that he looks forward to working with everyone in New Year.

Adjournment

(School Board President)

The meeting was adjourned at approximately 8:13pm.

Barbara L. Bolas, President
BOARD OF SCHOOL DIRECTORS

Scott P. Burchill, Secretary
BOARD OF SCHOOL DIRECTORS

Submitted by: Sarah MacDonald
School Board Stenographer



UPPER ST CLAIR SCHOOL DISTRICT

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Mrs. Angela B. Petersen • Mrs. Jennifer A. Schnore
Dr. John T. Rozzo, Superintendent • Mrs. Jocelyn P. Kramer, Solicitor

SCHOOL BOARD MEETING MINUTES

Monday, November 23, 2020 @ 7:00pm
Executive Session @6:00pm (Litigation and Personnel)
District Administration Building Board Room

Notice having been advertised and posted and members duly notified, a Board meeting of the Board of School Directors was held on November 23, 2020 in the District Administration Board Room.

School Board Members in Attendance:

Mrs. Barbara Bolas, President (in-person)
Mr. Patrick Hewitt, Vice President (in-person)
Mrs. Amy Billerbeck (virtual)
Mrs. Jennifer L. Bowen (virtual)
Mr. Phillip J. Elias (in-person)
Dr. Daphna Gans (virtual)
Mr. Louis P. Mafrice Jr. (in-person)
Mrs. Angela Petersen (in-person)
Mrs. Jennifer Schnore (virtual)

School Personnel in Attendance:

Dr. John T. Rozzo, Superintendent (in-person)
Dr. Sharon K. Suritsky, Assistant/Deputy Superintendent (virtual)
Mrs. Amy Pfender, Assistant to the Superintendent (in-person)
Mr. Ray Carson, Senior Director of Operations & Administrative Services (in-person)
Mr. Scott Burchill, Director of Business & Finance (in-person)
Dr. Lou Angelo, Director of Facilities and Operations (virtual)
Mr. Raymond Berrott, Director of Technology (in-person)
Dr. Judith Bulazo, Director of Curriculum and Development (virtual)
Mrs. Cassandra Doggrell, Director of Student Support Services (virtual)
Mrs. Lauren Madia, Assistant Director of Student Support Services (virtual)

Mr. Bradley Wilson, Director of Strategic Initiatives (virtual)
Mrs. Jocelyn Kramer, Solicitor (in-person)
Mrs. Sarah MacDonald, Board Stenographer (virtual)
Karsen Damon – Student Board Representative (virtual)
R.J. Shontz – Student Board Representative (virtual)
Ms. Amy Lewis, CPA – Maher Duessel, Partner (virtual)

Call to Order / Pledge of Allegiance (Bolas, School Board President)

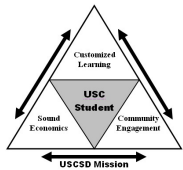
Mrs. Bolas called the meeting to order at approximately 7:16pm.

Meeting Procedures (Kramer, Solicitor)

Mrs. Kramer reviewed the meeting procedures, including the location of meeting viewing spaces for the public and the process for residents to make a public comment. She asked that the public remain masked and physically distanced at all times.

Reading of the Mission:

Mr. Elias read the following Mission:



Developing lifelong learners and responsible citizens for a global society is the mission of the Upper St. Clair School District, served by a responsive and innovative staff who in partnership with the community provides learning experiences that nurture the uniqueness of each child and promotes happiness and success.

Reading of the Shared Belief Statement #11 from Strategic Plan:

Mr. Mafrice read the following Shared Belief Statement #11 from the Strategic Plan:

We Believe that:

Children achieve their maximum potential through hard work and dedication in an environment when expectations are high, when they understand the purpose of learning, and when they are engaged in the process.

Approval of Agenda

(Bolas, School Board President)

MOTION: By Petersen: I move that the Board approve the Agenda, as presented.
Seconded by Mafrice and carried by unanimous voice vote.

Mrs. Kramer noted that the Agenda holds one correction. The correction, which is due to late guidelines, is an additional Agenda item under the District Update.

Resident's Comments - (Regarding Agenda Items Only)

Link to Online Form

Note: As per Guidelines for Resident's Comments, please state your name and address and limit your comments to three minutes. Social distancing and mask guidelines will also be adhered to during Resident's Comments. In light of continued health and safety concerns, the Board will offer an additional option for submitting Residents' Comments via online form (link above) by Monday, November 23, 2020 anytime before 4pm or by phone in advance of the meeting. You can submit a comment via phone by contacting the Board Stenographer at 412-833-1600 x2218 by Monday, November 23, 2020 any time before 2pm. Comments submitted in advance regarding any item will be shared with the Board prior to the meeting and summarized at this time.

At this time there was 1 Resident Comment.

Mrs. MacDonald also summarized 59 comments, which were submitted online via the District's Google Form.

Report from Student Board Representatives

Karsen Damon & R.J. Shontz

(Rozzo, Superintendent of Schools)

Karsen and R.J. gave student updates.

Karsen reported on the arts, including Chanteclairs and the Madrigal Dinner. Karsen also noted that she is currently a fully-remote student and has been very impressed with the teachers' ability to keep everyone involved and their ability to provide help whenever needed.

R.J. reported on National Letter of Intent Day, Winter Sports Teams, and being back in school 4 days a week. He noted that the first day of the 4-day schedule felt just like a normal first day of school, with the school filled with excitement and all of the students and staff following the rules.

Mrs. Bolas thanked the students and wished them a Happy Thanksgiving.

Presentation Regarding Annual Audit for Year Ending June 30, 2020

(Burchill, Director of Business & Finance / Amy Lewis, Maher Duessel)

Mr. Burchill introduced Ms. Amy Lewis, CPA, a partner with Maher Duessel, advising she would give the Audit Presentation. He thanked the team at Maher Duessel for working with the District during all of the logistical challenges of COVID-19.

Ms. Amy Lewis gave the Audit Presentation for year ending June 30, 2020.

Mrs. Bolas thanked the District staff for working so well with Maher Duessel.

Approval of Minutes

(Bolas, School Board President)

October 26, 2020

November 9, 2020

MOTION: By Hewitt: I move that the Board approve the Meeting Minutes of the October 26, 2020 and November 9, 2020 Board Meetings, as attached. Seconded by Petersen and carried by unanimous voice vote.

Superintendent's Report

(Rozzo, Superintendent of Schools)

a. District Update

(Rozzo, Superintendent of Schools)

Dr. Rozzo thanked Mr. Burchill, Ms. Berquist, and the Finance Office for working with Maher Duessel, especially during this unique year. He also noted that Monday marked the first day in Phase II. He explained that the move to Phase II was a huge adjustment and it was great to hear the Student Board Representative's perspective and feedback. He advised that he has also received similar feedback from students in the schools, as well as in emails from teachers and parents. Dr. Rozzo advised that it is the District's top priority to keep all students safe and to ensure all of their needs are being met. Dr. Rozzo reported that he regularly attends Superintendent Zoom Meetings with local Superintendents, where County health updates are also discussed. He advised that cases in the County are up considerably, however low transmission levels continue to be seen in schools, attributing a big part of this to the layered mitigation efforts. He reported that the District continues to consult with the Allegheny County Health Department, and that the District will never go against their recommendation to pivot to hybrid or remote learning. He noted that the updated Agenda item below, the Attestation, is in relation to the threshold limits for schools. He explained that the District is still digesting and looking at the Attestation and plans to send communication to families next week. Dr. Rozzo thanked the District's incredible staff and families for the lengths they go, to help educate students and keep them safe.

b. Approval of Attestation Ensuring Implementation of Mitigation Efforts
(Rozzo, Superintendent of Schools / Kramer, Solicitor)

Mrs. Kramer reviewed the Attestation, noting the information was received today as a result of an order from the Secretary of the Department of Health. She reported that the Attestation requires any schools that want to continue in-person instruction, in a community that has substantial community spread, to implement the outlined items. Items include complying with the masking order and following the new recommendation to close schools when there has been identification of a number of positive cases in the school setting. She advised the District is still working on gaining clarity regarding some aspects of the Attestation.

MOTION: By Schnore: I move that the Board authorize its officers and the Superintendent to complete and submit the Attestation Ensuring Implementation of Mitigation Efforts for continuation of in-person instruction. Seconded by Hewitt and carried by unanimous voice vote.

c. Approval of Salary Adjustments and Compensation for Non-Represented Employees Consistent with Compensation Plans and Employment Agreements
(Rozzo, Superintendent of Schools)

Dr. Rozzo reviewed the Approval of Salary Adjustments, noting that this approval includes 30 employees who are non-represented.

MOTION: By Bowen: I move that the Board approve the total annual salary adjustments and compensation for all non-represented employees consistent with applicable compensation plans and employment agreement(s). Seconded by Schnore and carried by unanimous voice vote.

d. MOU with USCEA for 3 Long Term Substitute Teachers at the Elementary Level
(Rozzo, Superintendent of Schools)

Dr. Rozzo reviewed the MOU with the USCEA for 3 Long Term Substitutes at the Elementary level. He noted the MOU will continue to help support appropriate levels of staffing, for the remainder of the school year, as the District navigates the Pandemic. He advised the MOU does not require a permanent commitment or hires.

MOTION: By Billerbeck: I move that the Board approve the MOU with the USCEA for 3 Long Term Substitutes at the Elementary Level, subject to final approval by the Superintendent and Solicitor. Seconded by Bowen and carried by unanimous voice vote.

e. Approval of Commendations & Recognitions

(Suritsky, Assistant/Deputy Superintendent)

Dr. Suritsky read the Commendation and Recognitions. Mrs. Bolas congratulated all of the students on the list.

MOTION: By Gans: I move that the Board approve the Commendations & Recognitions, as attached. Seconded by Billerbeck and carried by unanimous voice vote.

f. MOU with SSF for Step Placement

(Carson, Sr. Director of Operations & Administrative Service)

Mr. Carson reviewed the MOU with the SSF for Step Placement. He advised the MOU is regarding a step adjustment, from Step 1 to Step 5, for a maintenance technician.

MOTION: By Elias: I move that the Board approve the MOU with SSF, subject to final approval by the Superintendent and Solicitor. Seconded by Gans and carried by unanimous voice vote.

g. Approval of Personnel Listings

(Carson, Sr. Director of Operations & Administrative Services)

Mr. Carson reviewed the Personnel Listings. He noted page 2 includes proposed wage increases for substitute positions. He advised that the District performed an analysis with surrounding Districts in regards to substitute rates, and the proposed wage increases will keep the District competitive.

MOTION: By Mafrice: I move that the Board approve the Personnel Listings, as attached. Seconded by Elias and carried by unanimous voice vote.

h. Approval to Accept the Safe Schools Initiative Targeted Grant in the amount of \$17,307.70

(Carson, Sr. Director of Operations & Administrative Services)

Mr. Carson reviewed the Safe Schools Initiative Targeted Grant. The grant will fund securing the District's buildings through re-keying exterior door locks for all of the District's 6 schools. Mr. Carson thanked Dr. Suritsky, Chief Bryson and Dr. Angelo for all of their efforts in obtaining the grant.

MOTION: By Petersen: I move that the Board accept the Safe Schools Initiative Targeted Grant in the amount of \$17,307.70. Seconded by Mafrice and carried by unanimous voice vote.

i. First Reading of PSBA Revisions and New Policies: 700s

(Kramer, Solicitor / Carson, Sr. Director of Operations & Administrative Services)

Mrs. Kramer thanked Mr. Carson and his team for reviewing the 700 policies, noting this First Reading is a continuation of the Board work to update its Policy Manual. She noted that this is a First Reading and if there are any questions or concerns, she will address them at the Second Reading during the December meeting.

- 701 - Facilities Planning
- 702 - Gifts, Grants, Donations
- 702.1 - Crowdfunding
- 703 - Sanitary Management
- 704 - Maintenance
- 705 - Facilities and Workplace Safety
- 705 AR -1 - Safety
- 706 - Property Records
- 706.1 - Sale or Disposal of Surplus Property, Equipment, Supplies and Textbooks
- 707 - Use of School Facilities
- 707 AR -1 - Use of School Facilities - Daily Fee Schedule by Category
- 707 AR -2 - Use of School Facilities - Rates
- 708 - Lending of Equipment and Books
- 709 - Building Security
- 709.1 - School Building and Grounds Security Monitoring
- 710 - Use of Facilities by Staff
- 716 - Integrated Pest Management
- 717 - Cellular Telephones
- 718 - Services Animals in Schools

Mr. Mafrice asked a question regarding the policies and training. Mr. Carson advised about training that takes place within the District.

j. Approval to Declare Items as Surplus

(Berrott, Director of Technology)

Mr. Berrott reviewed the items to Declare as Surplus.

MOTION: By Hewitt: I move that the Board declare a list of equipment surplus and Authorize the administration to sell, exchange, dispose, or donate the items in accordance with the provisions to Policy #3006 - Sale or Disposal of Surplus Property, Equipment, Supplies and Textbooks. Seconded by Petersen and carried by unanimous voice vote.

Consent Agenda

(Rozzo, Superintendent of Schools)

Dr. Rozzo noted that two additional items were added to the Consent Agenda. The added items include revisions to the Athletic Health and Safety Plan and revisions to the School Health and Safety Plan. Mr. Carson and Mrs. Madia reviewed the revisions to the plans.

Dr. Gans asked if Administrators could share how the District communicates with teachers and staff to ensure that everyone is consistent in following all of the guidelines and changes. Mr. Carson and Mrs. Madia explained the steps the Districts takes to keep all appropriate parties updated on changing guidelines. Dr. Gans also asked if the Booster and parent organizations, who have activities outside of the school day, also receive training to ensure they are following guidelines and protocols. Mrs. Pfender advised about the steps the District takes to keep those groups updated.

Mrs. Bolas asked if any Board member would like to have an item removed from the Consent Agenda to be individually voted upon. There were no requests to remove any items.

MOTION: By Schnore: I move that the Board approve the following Consent Agenda items, contingent upon documentation acceptable to the Superintendent and Solicitor, as attached to the permanent record of the minutes of this meeting. Seconded by Hewitt and carried by unanimous voice vote.

a. Approval to Solicit Bids for Transportation Vehicles
(Carson, Sr. Director of Operations & Administrative Services)

Approve soliciting bids for transportation vehicles.

b. Approval of Revisions to Athletics Health and Safety Plan (Winter Sports)
(Carson, Sr. Director of Operations & Administrative Services)

Approve the Revised Athletics Health and Safety Plan (Winter Sports)

c. Approval of Revisions to School Health and Safety Plan
(Madia, Assistant Director of Student Support Services)

Approve the Revised School Health and Safety Plan

d. Approval to Recognize Booster Organizations and Club Sports contingent upon Compliance with Board Policies and Health and Safety Protocols.

(Rozzo, Superintendent of Schools / Burchill, Director of Business & Finance)

Approve the Booster Organizations and Club Sports, contingent upon compliance with Board policies and Health and Safety protocols.

e. Approval of the following Student Support Services Contracts
(Doggrell, Assistant Director of Student Support Services)

i. Children's Institute Day School: Service Agreement for if services provided by Children's Day School are rendered, the fees and expenses for services are outlined.

ii. Watson Institute Education Center South: Tuition for one Student Placement at \$50,498 Prorated to Start Date of October 22, 2020.

f. Approval of Memorandum of Understanding to Renew Telephone Interpretation Services with Transperfect, effective February 10, 2021 - February 10, 2022 at an annual fee of \$120.00, payment of actual usage costs at a rate not to exceed \$0.90 per minute for all languages, and video translation services, including ASL at a rate of \$3.25 per minute.

(Madia, Assistant Director of Student Support Services)

Approve the MOU to Renew Telephone Interpretation Services with Transperfect.

g. Approval of 2020-2021 Committee and Board Meeting Dates
(Rozzo, Superintendent of Schools)

Approve the 2020-2021 Committee and Board Meeting Dates

- h. Approval of Treasurer's Report - 11.9.20**
Including Supplemental Report - 11.23.20
(Burchill, Director of Business & Finance)

Approve the Treasurer's Report including approval of total Bill List and Check File Listing, as follows:

Fund 10 (General Fund) -\$1,760,706.18
Fund 31 (Capital Reserve Fund) - \$0
Fund 36 (Construction Fund) - \$7,848.75
Fund 50 (School Lunch Fund) -\$122,654.76

- i. Approval of Joint Purchasing Resolution/Agreement with Allegheny Intermediate Unit (AIU) for 2021-2022 School Year**
(Burchill, Director of Business & Finance)

Approve the Joint Purchasing Resolution / Agreement with Allegheny Intermediate Unit (AIU) for 2021-2022 School Year.

Business & Finance

(Burchill, Director of Business & Finance)

- a. Approval to Accept Annual Audit for Year Ending June 30, 2020**

Financial Statements Single Audit Management Letter
Communications with Those Charged with Governance

MOTION: By Bowen: I move that the Board accept the Annual Audit for the year ended June 30, 2020 prepared by Maher Duessel. Seconded by Schnore and carried by unanimous voice vote.

Administrative Freeze and Vacation Days

(Bolas, School Board President)

MOTION: By Billerbeck: Move to formally accept the voluntary pay freeze taken by administrators for the 2020-2021 budget year and approve a one-time option for administrators to sell-back up to five (5) additional unused vacation days at their per diem rate of pay prior to June 30, 2021. The additional vacation sell-back option is intended to recognize the extraordinary work relating to the pandemic, limited availability for using vacation time, and further, in appreciation of the voluntary freeze. Seconded by Bowen and carried by unanimous voice vote.

Resident's Comments - (Regarding Any item)

Link to Online Form

Note: As per Guidelines for Resident's Comments, please state your name and address and limit your comments to three minutes. Social distancing and mask guidelines will also be adhered to during Resident's Comments. In light of continued health and safety concerns, the Board will offer an additional option for submitting Residents' Comments via online form (link above) by Monday, November 23, 2020 anytime before 4pm or by phone in advance of the meeting. You can submit a comment via phone by contacting the Board Stenographer at 412-833-1600 x2218 by Monday, November 23, 2020 any time before 2pm. Comments submitted in advance regarding any item will be shared with the Board prior to the meeting and summarized at this time.

There were no Resident's Comments at this time.

Committee Reports

(Bolas, School Board President)

There were no Committee Reports at this time.

Matters of Information - Superintendent & Administration

(Rozzo, Superintendent of Schools)

a. PTC Open Mic - December 1, 2020

Dr. Rozzo announced that the PTC Open Mic will be held on December 1, 2020.

Announcement Regarding Executive Session

(Bolas, School Board President)

a. Mrs. Bolas announced that Executive Session was held at 6:00pm for Litigation and Personnel.

Adjournment

(Bolas, School Board President)

It was moved and seconded that the Meeting be adjourned at approximately 8:27pm.

Mrs. Bolas wished everyone a wonderful Thanksgiving.

Barbara L. Bolas, President
BOARD OF SCHOOL DIRECTORS

Scott P. Burchill, Secretary
BOARD OF SCHOOL DIRECTORS

Submitted by: Sarah MacDonald
School Board Stenographer

CORRECTION TO NOVEMBER 28, 2016 Item 12.C.

MOTION:

I move that the Board elect Scott Burchill to fulfill the remainder of the unexpired term of the prior Board Secretary from January 3, 2017 through June 30, 2017 and be appointed to a new four year term as Board Secretary from July 1, 2017 through June 30, 2021, provided that before entering upon the duties of such office for said term, he shall furnish, at the expense of the School District, a bond in favor of the School District in the amount of \$25,000 conditioned upon the faithful performance of his duties as Board Secretary, in substantially the same form that was furnished to the School District by the previous Board Secretary.

COMMENDATIONS & RECOGNITIONS

December 2020

HIGH SCHOOL

An Upper St. Clair High School junior was selected to the National Association for Music Education's (NAfME) All-National Concert Band. Phoebe Chen, a flutist, earned this national achievement after successfully auditioning through the 2020 Pennsylvania Music Educators Association (PMEA) All-State Concert Band. Due to the ongoing COVID-19 pandemic, the NAfME canceled the in-person All-National Honor Ensembles, originally scheduled to take place Nov. 4-8 in Orlando, Fla. A virtual 2020 All-National Honor Ensembles program will take place on Thursday, Jan. 7 – Saturday, Jan. 9, 2021.

Josh Matheny, a high school senior, coasted to victory during the Toyota U.S. Open held Nov. 12-14 in Richmond, Va. Representing Team Pittsburgh Elite Aquatics Club, Matheny won the 100-meter breaststroke in 1:01.26. Matheny also won the 200-meter event in 2:16.26. Matheny is a three-time WPIAL and four-time PIAA champion in his premier event.

Ethan Dahlem was named to the Fabulous 22. The Fab 22 is made up of the top 22 players in the WPIAL and City League football programs, regardless of position. It is selected by the P-G scholastic sports staff, with help from numerous coaches, and this year's team includes 20 seniors and two juniors. Ethan is a high school senior and is expected to continue his athletic career playing football in college.

Personnel Listing**December 7, 2020****Board Meeting****ELECTION**

Staff Name	Location	New Assignment	New Assignment Status	Effective Date
Kyle, Dan	Ft. Couch	Assistant Coach - Wrestling	ECA	12-01-20 through 2-17-21
Palucis, Megan	Substitute	Substitute Teacher Aide	Substitute	11-30-20
Pawlak, Jane	Substitute	ETC Substitute Teacher	Substitute	12-08-20
Rohrbaugh, Alexander	DAB	Technology Department Student Worker	PT	12-03-20
Slater, Maria	High School	AWS Teacher	Substitute	12-08-20 through 06-09-2020
Toth, Zoltan	Ft. Couch	Head Coach - Wrestling	ECA	12-01-20 through 2-17-21
Walnoha, Grant	Ft. Couch	Assistant Coach - Wrestling	ECA	12-01-20 through 2-17-21

CHANGE OF STATUS

Staff Name	Location	Current Assignment	Current Assignment Status	New Assignment	New Assignment Status	Effective Date
King, Carole	Eisenhower	Leave	FT	1.0 Teacher Aide	Leave	11-16-20 through 2-18-21
Krakoff, Lori	Boyce	Leave	Leave	1.0 Teacher Aide	FT	Return to Work 12-1-20
Madge, Craig	Boyce	Leave	Leave	1.0 Music Teacher	FT	Return to Work 11-23-20
Vizzini, Antoinette	High School	1.0 Math Teacher - Temporary Professional Employee	FT	1.0 Math Teacher - Professional Employee	FT	11-01-2020

INTERIM APPROVAL (by Dr. John Rozzo)

Staff Name	Location	Current Assignment	Current Assignment Status	New Assignment	New Assignment Status	Effective Date
Cecil, Sarah	Eisenhower	AWS Teacher	Substitute	1.0 LTS Elementary Teacher (New)	Substitute	11-30-20 through LDTR

McNabb, Courtney	Streams	AWS Teacher	Substitute	1.0 LTS Elementary Teacher (New)	Substitute	11-30-20 through LDTR
O'Leary, Kelsey	Baker	AWS Teacher	Substitute	1.0 LTS Elementary Teacher (New)	Substitute	11-30-20 through LDTR

RESIGNATION

Staff Name	Location	Current Assignment	Current Assignment Status	Effective Date
Deluliis, Anne	Substitute	Substitute Secretary	Substitute	12-03-20
Frollini, Dominick	Ft. Couch	Assistant Coach: Wrestling	ECA	11-30-20
EE #3833**	Ft. Couch	Custodian	FT	12-07-20

** Resignation of employee 2020-02 on terms and conditions recommended by the Superintendent and Solicitor

OTHER

Staff Name	Current Assignment	New Assignment	New Assignment Status	Effective Date
EE #1530	FT	FFCRA/SSL/C	Leave	10-23-20 through 10-26-20
EE #3457	FT	FFCRA/SSL/C	Leave	11-12-20
EE #3803	FT	FFCRA/SSL/C	Leave	11-09-20
EE #4013	FT	FFCRA/SSL/C	Leave	10-28 through 11-2, 11-5 through 11-10 and 11-12-20
EE #4451	FT	FFCRA/SSL/C	Leave	11-13-20

INFORMATION ONLY

Anthony, Anastasia: 1.0 Teacher Aide - transfer location from Eisenhower Elementary to Ft Couch Middle, effective 12-07-20

Book	Policy Manual
Section	700 Property
Title	Facilities Planning
Code	701 - NEW
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. 24 P.S. 1351 2. 24 P.S. 701 3. Pol. 103 4. Pol. 103.1 5. Pol. 104 24 P.S. 501 24 P.S. 502 24 P.S. 503 24 P.S. 504 24 P.S. 701.1 24 P.S. 702 24 P.S. 703 24 P.S. 703.1 24 P.S. 704 24 P.S. 706 24 P.S. 731 24 P.S. 731.1 24 P.S. 733 24 P.S. 736-741

24 P.S. 1601-C et seq

22 PA Code 21.1 et seq

22 PA Code 349.1 et seq

25 PA Code 171.1 et seq

Pol. 100

Pol. 122

Pol. 123

Authority

The Board shall engage in short-term and long-term facilities planning in order to meet the ongoing needs of the district's educational programs and operations. Involvement of the Board, staff, community, businesses and parents/guardians is an important part of this process.

The Board shall continuously or annually conduct a census of all children from birth to eighteen (18) years living in the district. The Board shall employ as many enumerators or attendance officers as necessary.[\[1\]](#)

Delegation of Responsibility

In order to inform the Board of the district's future needs, the Superintendent or designee shall:

1. Prepare a written description of existing physical facilities.
2. Annually report to the Board on enrollment projections.
3. Report to the Board on the enrollment by grades during the school year.
4. Estimate each spring the number of students who will be enrolled in the district's schools in September of the year for which the estimate is made.

5. Prepare student population projections and compare the actual population figures to the previously projected figures to detect early any changes in population trends.

Guidelines

Information gathered in the census shall include for each child the name and address of the parents/guardians; name and location of the school in which the child could be or is enrolled or belongs; name and address of any employer of a child under eighteen (18); child's name, date of birth, age, sex, nationality, and address; and other information the Board may legally request to assist in the efficient and equitable operation of the district.[\[1\]](#)

When planning to enlarge or modify its facilities, the Board shall consider not only the number of students whose educational needs must be met, but also the physical requirements of the programs it deems best suited to meet those needs.[\[2\]](#)

Each school building and site shall provide suitable accommodations to carry out the educational program, including provision for the handicapped/disabled, pursuant to law and regulations.[\[3\]](#)[\[4\]](#)[\[5\]](#)

Book	Policy Manual
Section	700 Property
Title	Gifts, Grants, Donations
Code	702 - NEW
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. 24 P.S. 216 2. 24 P.S. 703 3. Pol. 706

Purpose

The Board recognizes that individuals, businesses and community organizations may wish to contribute supplies and equipment to enhance or extend the programs in the schools.

Authority

The Board has the authority to accept gifts and donations made to the school district or to any district school.[\[1\]](#)

The Board reserves the right to refuse to accept any gift that does not contribute to achievement of district goals or when such ownership would adversely affect the district.[\[1\]](#)

Any gift accepted by the Board or its designee shall become district property, may not be returned without Board approval, and is subject to the same controls and regulations as are other district properties.[\[1\]](#)[\[2\]](#)

The Board shall be responsible for the maintenance of any gift it accepts, unless otherwise stipulated.

The Board shall make every effort to honor the intent of the donor in the use of the gift, but it reserves the right to utilize any gift in the best interests of the district's educational program.

In no case shall acceptance of a gift be considered an endorsement by the Board of a commercial product, business enterprise, or institution of learning.

All gifts shall be recorded in the appropriate inventory listing and property records.[\[1\]](#)[3]

The Superintendent shall publicly report to the Board all gifts to the district accepted on behalf of the Board.

Delegation of Responsibility

The Superintendent or designee shall:

1. Have the authority to accept gifts, grants, and donations on behalf of the Board.
2. Provide potential donors with applicable administrative regulations.
3. Encourage individuals and organizations considering a donation to consult with the Superintendent before appropriating funds.
4. Acknowledge the receipt and value of any gift accepted by the school district.

Book	Policy Manual
Section	700 Property
Title	Crowdfunding
Code	702.1 - NEW
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. Pol. 229 2. Pol. 702 3. Pol. 122 4. Pol. 123 5. Pol. 150 6. Pol. 113.4 7. Pol. 216 8. Pol. 324 9. 20 U.S.C. 1232g 10. 22 PA Code 15.9 11. 34 CFR 99.3 12. 7 CFR 210.11 13. Pol. 246 14. Pol. 103.1 15. Pol. 113 24 P.S. 216 24 P.S. 1603-C 34 CFR Part 99 7 CFR Part 210

Purpose

The Board recognizes that crowdfunding has become an increasingly popular method by which school districts can procure funding for specific projects and/or programs.

Authority

The Board permits district employees and eligible organizations to maximize opportunities to obtain resources for the benefit of students and the district; however, unregulated use of crowdfunding on behalf of the district can expose the district, the employee, and an organization to significant potential legal liability. The Board adopts this policy to effectively mitigate risks and establish parameters for the use of crowdfunding on behalf of the district. Organizations not granted formal recognition by the Board as an eligible organization shall not engage in crowdfunding on behalf of the district.

Definitions

Crowdfunding shall mean a mechanism by which an individual or organization solicits and accepts donations from the general public, via specially-designed websites, to fund a specific purpose or cause.

Crowdfunding shall not include requests for donations the district makes using its own website or social media platforms.

Eligible organizations shall mean booster groups, parent organizations, and school-sponsored student organizations that have been formally recognized by the Board and may be granted permission to utilize crowdfunding upon proper application and subsequent approval.[\[1\]](#)

A **crowdfunding campaign** shall mean an approved crowdfunding request that has been set up and is actively soliciting and accepting donations.

A **crowdfunding request** shall mean the form and related information submitted by an individual who, or eligible organization that, seeks permission to engage in a crowdfunding campaign.

A **crowdfunding site**, for the purposes of this policy, shall mean one that has been approved by the Board or designated administrator.

Individual, for purposes of this policy, shall mean a district employee.

Resources include donated funds, items purchased with donated funds, and, when the crowdfunding site directly provides the items, the items themselves.

Delegation of Responsibility

The Board shall approve crowdfunding sites for use by individuals and eligible organizations based on the criteria outlined in this policy.

The Superintendent or designee shall maintain a list of approved crowdfunding sites and update the list as needed.

It shall be the responsibility of the Superintendent or designee to approve all crowdfunding requests totaling \$2500 or less. When the crowdfunding request is more than \$2500, Board approval shall be required.

If the crowdfunding request is approved, the requester shall be responsible for:

1. Preparing all materials and information related to the crowdfunding campaign.
2. Keeping district administrators apprised of the status of the campaign.
3. Following all applicable laws, Board policies, and administrative regulations, including the requirements, policies and/or regulations established by the crowdfunding site.

Guidelines

The district reserves the right to withhold approval of any crowdfunding request or terminate a pre-approval for a crowdfunding campaign for any reason.

The district reserves the right to refuse to accept funds that have been raised through a crowdfunding campaign if it discovers that the campaign violated this policy or any of the crowdfunding site's requirements, policies and/or regulations.

All resources obtained through crowdfunding campaigns are the property of the district.[2]

While preference shall be given for the resources to be used and maintained by the individual or eligible organization who originally obtained them through crowdfunding, the district reserves the right to transfer such resources to another classroom, program and/or individual, as necessary.[3][4][5]

Approval of Crowdfunding Sites

When evaluating crowdfunding sites to be approved for use by individuals or eligible organizations, the Board shall consider the following:

1. The crowdfunding site shall be operated by a legitimate corporation or limited liability company with no history of fraud, unlawful activity, financial mismanagement, or other misconduct.
2. Crowdfunding sites that provide requested items in lieu of direct funds shall be given preference.
3. The crowdfunding site shall require that all resources secured by an individual or eligible organization on behalf of the district go directly to the school or district program listed in the crowdfunding request, not the individual who, or the eligible organization that, submitted the crowdfunding request.
4. Sites designed for crowdfunding by schools and/or educators shall be given preference, as long as they otherwise meet the requirements of this section.

All crowdfunding campaigns shall utilize one (1) of the approved crowdfunding sites.

Approval of the Crowdfunding Request

Individuals who, and eligible organizations that, wish to use crowdfunding to obtain resources for classroom or school purposes shall submit a written request to the Superintendent or designee for approval at least 30 days before the desired start of the crowdfunding campaign.

The crowdfunding request shall include:

1. The name and job title of the individual requester or, if the applicant is an eligible organization, the names of two (2) members of the eligible organization, and their position within the eligible organization, who shall be responsible for overseeing the crowdfunding campaign.
2. The crowdfunding site to be used.

3. The requested item(s) and/or the amount of funds targeted to be raised in order to purchase the item(s).
4. The school, classroom, program, and/or activity to be benefitted.
5. The exact language, as well as any graphics, that will be included in the post on the crowdfunding site.
6. The projected start and end dates of the post on the crowdfunding site.
7. A list and description of any social media platforms and/or accounts that will be used to promote the crowdfunding campaign, including the identification of the individuals/organizations to whom such accounts belong.
8. A description of any other methods/channels that will be used to promote/market the crowdfunding campaign.

The individual(s) reviewing the crowdfunding request shall ensure that:[\[1\]](#)[\[2\]](#)

1. The crowdfunding request does not conflict with other district fundraising efforts.
2. The district does not already have the requested resources.
3. The district can adequately utilize, support, store, and maintain the resources, if received.
4. The crowdfunding campaign is compliant with all applicable federal and state laws and regulations, and Board policies and administrative regulations.
5. The district, staff and/or students are not portrayed in a negative light.

6. The crowdfunding request is compatible with the district's educational program, mission, vision, shared values, curriculum, and district initiatives.

Use of Crowdfunding

To ensure the successful use of crowdfunding for district purposes, the district may provide the following:

1. District expectations, Board policies and administrative regulations for the protection of private information.[6][\[7\]](#)[\[8\]](#)
2. Recommended external messaging or logo/branding guidelines that align with district standards.
3. A maximum dollar amount permitted to be raised by crowdfunding.
4. A listing of items that may and may not be obtained through crowdfunding.

Where crowdfunding resources are in the form of funds, such funds shall be sent to the district's Business Manager, who shall ensure the appropriate accounting and holding of such funds until they are used for their stated purpose.

Where crowdfunding resources are in the form of the requested items, all items must be delivered directly to the principal of the building in which they will be used.

For every crowdfunding campaign, individuals and eligible organizations shall be required to report the following to the individual approving crowdfunding requests: how the resources were used in the school, classroom, program, and/or activity to be benefitted and how the students and the district benefitted.

All crowdfunding campaigns involving classroom materials, projects or resources must be consistent with district-approved curriculum.

The Business Manager shall be promptly notified of any unused funds.

The building principal shall maintain control and discretion over unused items or items that can be used after the conclusion of the project for which the items were sought.

Prohibitions

Crowdfunding campaigns may not:

1. Include pictures or personally identifying information of district students in the crowdfunding post, or on the posting individual's home or biography page on the crowdfunding site, without proper consent.[\[6\]](#)[\[7\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)
2. Be used for the personal gain of any individual.
3. Request food items that do not meet the Smart Snacks standards of the USDA regulations for school nutrition.[\[12\]](#)[\[13\]](#)
4. Contain language that suggests, infers or states that:
 - a. The resources sought are required for, or otherwise integral to, a student's special education program, necessary for a student to achieve his/her Individualized Education Program (IEP) goals, or essential to ensure participation of a student or students with disabilities in school or any program offered by the district.[\[14\]](#)[\[15\]](#)
 - b. The school does not have enough resources.

Individuals may not keep resources for personal use.

Individuals who are not employees of the district or authorized as part of an eligible organization may not engage in crowdfunding on behalf of the district.

Book	Policy Manual
Section	700 Property
Title	Sanitary Management
Code	703 - NEW
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. 24 P.S. 701 25 PA Code 171.1 et seq

Purpose

The Board recognizes that safeguarding the health and physical well-being of district students and staff depends upon the cleanliness and proper sanitary conditions of the school buildings and grounds.

Authority

The Board directs that a program of sanitary management shall be maintained in all district buildings and facilities and explained periodically to staff members.[\[1\]](#)

The Board directs that standards be maintained to meet requirements set forth by the Pennsylvania Department of Health, Department of Labor & Industry, and any local agency that has jurisdiction.

Delegation of Responsibility

All district facilities shall be inspected regularly for cleanliness and proper sanitation by the Superintendent or designee.

The Superintendent or designee shall develop and supervise a program for the cleanliness and sanitary management of school buildings and facilities, school grounds

and school equipment pursuant to law, State Board regulations and requirements of the local and state Boards of Health and the Department of Labor & Industry.

Cleanliness of each school building shall be the responsibility of the head custodian.

Teachers shall be responsible for the condition of their classrooms.

Principals, **or a designee**, shall inspect facilities at least once per month, and report to the Superintendent or designee any conditions that may threaten the comfort, health or safety of occupants.

Book	Policy Manual
Section	700 Property
Title	Maintenance
Code	704 - NEW
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. 24 P.S. 701 2. 24 P.S. 742 3. 24 P.S. 772 25 PA Code 171.1 et seq

Purpose

Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.

Authority

The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive. [\[1\]](#)[\[2\]](#)[\[3\]](#)

Delegation of Responsibility

The Superintendent or designee shall develop and supervise a maintenance program which shall include:

1. Regular program of maintenance, repair and improvement of buildings and facilities.
2. Equipment replacement program.
3. Long-range plans for building modernization and conditioning.

The Superintendent or designee shall develop a maintenance check list applicable to all district buildings.

Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a periodic basis and return a written report to the Superintendent or designee as to the findings of that inspection.

The Superintendent shall report annually to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis.

Book	Policy Manual
Section	700 Property
Title	Facilities and Workplace Safety
Code	705
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. Pol. 103.1 2. Pol. 113 3. Pol. 113.1 4. Pol. 218 5. Pol. 317 6. Pol. 907 7. Pol. 805 8. 24 P.S. 223 9. 34 PA Code 129.1001 et seq 10. 72 P.S. 1722-J 11. 77 P.S. 1038.2 24 P.S. 510 24 P.S. 1517 24 P.S. 1518

Purpose

The Board recognizes that district facilities must be maintained and operated in a condition that prioritizes the safety of students, staff and visitors.

Authority

The Board directs the district to provide facilities and equipment for the safe conduct of the educational programs and operations of the schools, **in accordance with guidance issued by state and local officials, and the Board-approved health and safety plan.**

The Board requires that all students, staff and visitors adhere to state and local health and safety orders, Board policy, administrative regulations and Board-approved plans requiring face coverings or other protective devices where needed for safety purposes. **Violation of this policy and school safety rules may result in disciplinary action, in accordance with law, regulations or Board policy, or denial of entry to district buildings and property, except where accommodations are deemed reasonable and necessary for individuals with disabilities or for medical conditions.**[1][2][3][4][5][6]

Delegation of Responsibility

The Superintendent or designee shall **periodically** review and evaluate district **health and** safety rules and **health and safety** plans, **as necessary.**[7]

Administrators shall ensure that all staff and students are informed of **health and** safety rules at the beginning of the school year **and whenever conditions and requirements change. Administrators shall provide ongoing education and post signage to assist staff and students in complying with health and safety rules.**[7]

Guidelines

Certified Workplace Safety Committee

A workplace safety committee shall be established to promote the district's goals concerning safe schools.[8][9][10][11]

The workplace safety committee shall be composed of a minimum of four (4) members, including two (2) district administrators and two (2) employee representatives.

If the number of members on the workplace safety committee exceeds four (4), the committee shall be composed of an equal number of administrators and employees unless otherwise agreed upon by both groups. The district administrators shall not constitute a majority of the workplace safety committee.

It shall be the responsibility of the workplace safety committee to:

1. Evaluate the current safety program.
2. Establish procedures for conducting and documenting the findings of periodic inspections to locate and identify safety and health hazards.
3. Make recommendations to correct hazards.
4. Review, in a timely manner, incident and accident report and investigation forms.
5. Conduct follow-up evaluations on the effectiveness of new health and safety equipment or safety procedures.

A quorum of the workplace safety committee members shall meet at least once a month.

The workplace safety committee shall develop and maintain operating procedures, membership lists, committee meeting agendas, attendance lists and minutes of each meeting.

All decisions of the committee shall be made by majority vote of members present.

The Superintendent or designee shall ensure that a qualified trainer provides all committee members with adequate, annual training in safety committee structure and operation, hazard detection and inspection, and accident and illness prevention and investigation.

The Superintendent or designee shall maintain written records of workplace safety committee training.

Replaces Policy 5314 - Workplace Safety adopted June 20, 2011

705-AR-1. SAFETY

The district will provide reasonable safety protections **and protective equipment for students and staff**, adequate maintenance and repair of facilities, accident reports and **supervision** that seek to reduce the potential of injury **and promote the health and safety of** students, employees, visitors, others present on school property and those present at school-sponsored activities and events.

The district administration will develop and implement **health and safety** rules and regulations that will promote **health and** safety in school buildings and facilities and on school property.

District staff will post appropriate signage to provide notification and promote compliance with health and safety rules.

The School Safety and Security Coordinator will have overall responsibility for the district's safety and security efforts. **The School Safety and Security Coordinator** will ensure that appropriate employees are kept informed of current state and local requirements relative to fire prevention, civil defense, sanitation, public health and occupational safety.

The Pandemic Coordinator will have overall responsibility for implementation of the Board-approved health and safety plan, in coordination with the School Safety and Security Coordinator and the district's emergency preparedness plan.

Each building principal will be responsible for the supervision of safety measures **and compliance with health and safety rules** in **their** school. Building safety training must include the required safety, fire and bus evacuation drills, and ensuring that all building employees are instructed in the location and use of emergency exits, fire extinguishers and shutoff valves, when applicable. In addition, teachers of laboratory sciences and custodians will receive training in laboratory safety.

All employees will practice good **health and** safety habits and be aware of conditions that may make the environment unsafe. Staff are required to **address health and safety concerns and** report any unsafe condition to

the building principal or immediate supervisor, using the Hazardous/Unsafe Condition Reporting Form.

Safety practices are an integral part of the curriculum and may include instruction in the dangers and prevention of fire; accident prevention; traffic, bicycle, pedestrian and driver safety; **hygiene and prevention of infectious disease**; and emergency procedures. Students are expected to share in the responsibility of practicing good **health and** safety habits and reporting unsafe conditions to teachers, **staff** or building principals.

Any accident or injury to a student, employee or visitor on school property must be reported to the building principal or any employee's immediate supervisor. The building principal or supervisor will follow through to ensure the individual has received treatment.

The designated administrator(s) will make periodic inspections regarding the safety-related conditions of all district buildings, facilities, property and equipment, complete the required inspection report form and submit it to the School Safety and Security Coordinator.

The School Safety and Security Coordinator will distribute and direct that all required federal, state and local **health and** safety regulations required to be posted in district buildings are properly displayed.

The School Safety and Security Coordinator will maintain appropriate safety records for all district buildings, facilities and properties.

Book	Policy Manual
Section	700 Property
Title	Property Records
Code	706 - NEW
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. Pol. 708 2. Pol. 710 24 P.S. 510

Purpose

The Board recognizes that adequate property and inventory records must be maintained on all buildings, equipment, and physical property under district control.

Authority

The Board directs that a complete inventory, by physical count, of all district-owned equipment and property records of all district buildings and grounds shall be maintained and updated at intervals that coincide with property insurance renewal.

Delegation of Responsibility

It shall be the responsibility of the Business Manager to ensure that equipment inventories are systematically and accurately recorded, updated, and adjusted annually by reference to purchase orders and withdrawal reports. Property records of facilities shall be maintained on an ongoing basis.

Guidelines

Major items of equipment shall be subject to annual physical spot check inventory to determine loss, location or depreciation; any major loss shall be reported to the Board.

Records of consumable supplies shall be maintained on a continuous inventory basis.

No equipment shall be removed for personal or nonschool use, except in accordance with Board policy.[1][2]

Equipment shall be identified with a permanent tag that provides appropriate school district identification.

Book	Policy Manual
Section	700 Property
Title	Sale or Disposal of Surplus Property, Equipment, Supplies and Textbooks
Code	706.1
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. 24 P.S. 707 2. 24 P.S. 708 3. 24 P.S. 709 4. Pol. 800

Purpose

The Board recognizes that unneeded, unusable, and/or obsolete property can consume valuable storage space. This policy is intended to efficiently dispose of such property, thus avoiding future unnecessary handling and storage.

Authority

When it has been determined that any real or personal property or equipment is obsolete or unneeded surplus, the Board authorizes that such property or equipment may be sold, exchanged, disposed, or donated in accordance with the following provisions:

1. The property or equipment is no longer required for its originally intended purpose.
2. The property or equipment is considered out-of-date, obsolete, or in unusable condition.
3. The property or equipment is in quantities exceeding any possibility of effective use by the district.

Delegation of Responsibility

Determination as to whether any of the stated criteria apply to property possessed by the district shall be made by the Superintendent and/or designee, who may delegate this responsibility, provided that all requirements of this policy are met.

The Superintendent and/or designee shall be responsible for identifying all school equipment and/or property owned by the school district, which is unusable, obsolete, or in quantities exceeding the possibility of effective use, has been replaced, or is otherwise no longer of value to the school district. As necessary, the Superintendent or designee may call upon other staff to develop criteria to aid in this identification.

School equipment owned by the school district, which is unusable, obsolete, surplus, has been replaced, or is otherwise no longer of value to the district will be listed and presented to the Superintendent.

Guidelines

Disposal Methods

Items of some value may be disposed of in the following ways:

1. Public sale or auction.
2. Salvage scrap sold to local dealers.
3. Negotiated sale (normally used when disposing of items of substantial value or unique qualities).
4. Request for Proposal method for items of substantial value or unique qualities.
5. Pre-priced sale (large quantities of obsolete or surplus furniture and equipment may be sold by this method).
6. Trade-in on new equipment.
7. Donated to charitable organizations, non-profits and/or other public schools.
8. Discarded or recycled in accordance with all applicable laws.
9. Use of electronic auction sites, including, but not limited to, Municibid, Ebay, and Public Surplus.

Disposal may include dismantling for parts, recycling, donation, or resale to authorized vendors. Equipment being replaced may be traded in on new equipment as part of the purchase procedure.

Items that have no sale value or disposal exceeds the net worth may be donated to charitable organizations, non-profits, or other public schools or otherwise discarded.

Real Estate

The disposal of all real estate shall require approval of the Board and is regulated by sections 707, 708, 709 of the Pennsylvania School Code, as well as all other laws or regulations governing the sale of land or buildings.[\[1\]](#)[\[2\]](#)[\[3\]](#)

Recordkeeping

The Board Secretary shall be responsible for maintaining records of all obsolete and surplus property disposed of during each fiscal year. This summary shall include quantity, description of property, method of disposition, and value received. Such records shall be maintained for a minimum of three (3) years.[\[4\]](#)

Replaces Policy 3006 - Sale or Disposal of Surplus Property, Equipment, Supplies and Textbooks adopted June 20, 2017, which replaced Policy 3006 - Sale of Surplus Furniture, Equipment and Other Tangible Personal Property

Book: Policy Manual

Section: 700 - Property

Title: Use of School Facilities

Code: 707

Status: Second Reading: December 7, 2020

Legal: [1. 24 P.S. 775](#)
[2. 24 P.S. 510.2](#)
[3. 24 P.S. 511](#)
[4. 18 Pa. C.S.A. 6306.1](#)
[5. 20 U.S.C. 7972](#)
[6. 20 U.S.C. 7973](#)
7. Pol. 904
[8. 10 P.S. 328.101 et seq](#)
[9. 61 PA Code 901.701](#)
[24 P.S. 779](#)
[20 U.S.C. 7905](#)
[20 U.S.C. 7971 et seq](#)
[61 PA Code 901.1](#)

Purpose

The Board recognizes that although the primary purpose of the school buildings, facilities and property is to provide students with an appropriate learning environment, the Board may make school facilities available to individuals and community groups without discrimination and in accordance with this policy, provided the use does not interfere with the educational program or needs of the schools or District. This policy establishes conditions, restrictions and procedures for the use of school facilities for nonschool-sponsored purposes.

Authority

The Board directs that use of school facilities may be granted to individuals and community groups for the following types of activities:

Category 1

School groups or school organizations with membership from the USCSD student body under the direction of a member of the USCSD staff, who receives compensation or serves as a volunteer of a Board approved group or activity and Upper St. Clair High School club sports recognized by the District.

Category 2

PTA, PTO, PTSO, PTC, or Booster Groups

Category 3

Non-profit community organizations or groups with purposes and objectives related to education and recreation with membership from USCSD student body or Township residents of school age (USCAA or other Upper St. Clair athletic governing bodies).

Category 4

Upper St. Clair Township nonprofit community organizations or groups, that are public school-related, youth or public service oriented (e.g., Community Foundation, Community Band South, Boy Scouts, Girl Scouts, service clubs, civic groups, Fire Company, Town Hall South, USCSD Alumni groups, and League of Women Voters). These community organizations must have an 85% Upper St. Clair township resident membership.

Category 5

Other nonprofit community organizations with a minimum 50% USC resident membership that do not qualify for Category 4 (e.g., church

or church-affiliated, social groups, fraternal organizations, political organizations, resident private groups, and other USC Township non-structured social or recreational groups).

Category 6

For-profit groups, non-resident private groups, non-community groups and/or non-profit organizations whose membership and/or audiences consist of less than fifty percent (50%) of persons residing in the Township of Upper St. Clair.

Nothing in this policy shall prohibit the Board from entering into partnership agreements or memoranda of understanding with organizations that include the use of facilities on terms and conditions set forth in the applicable agreement or MOU, which shall be approved by the Board.

Delegation of Responsibility

The Superintendent shall ensure that this policy is posted on the District's publicly accessible website. [2]

The Superintendent shall establish a schedule of fees for the use of school facilities by approved groups.[1] The Superintendent will review the schedule with the Board on an annual basis and determine if adjustments are necessary. The schedule of fees shall be set forth in an administrative regulation to this Policy.

The Superintendent or designee shall implement administrative regulations or procedures for requesting and granting permission for use of school facilities and shall distribute the necessary information to individuals affected by them.

An application for use of school facilities may be disapproved because of noncompliance with established policy and procedures by the Superintendent and/or Designee(s) or for other lawful reasons.

Guidelines

Application Process

An individual or community group requesting permission to use school buildings, facilities or school property must submit a written or online request using the designated application to request access to the District's online facility program. Once the form is completed, the organization and individuals will be entered into the online system to request access to the facility program. The online application will not accept requests without all required areas completed.

Following approval of the application, the individual or group must submit the following:

1. Payment of the specified rental fee, prior to use, if applicable.
2. Evidence of organizational liability insurance to limits required by District guidelines. Proof of insurance is required on application form for online access.
3. Certificate of Insurance with the minimum limits for property damage and personal liability shall be a minimum \$1,000,000 for all outside groups with the exception of those exempt by the District[JK1] .
4. All permits must be submitted 45 days prior to the date of requested use.
5. All permits must be completed by the party using the designated space.

The Superintendent or designee has the authority to approve or deny a request for use of any facility, as well as, categorize all requests for use of facilities.

Application Evaluation

No application to use school facilities shall be approved if the proposed activity would result in any of the following:

1. Conflict with any school-sponsored activity. The District reserves the right to reject or modify applications at any time.
2. Access to school facilities closed due to renovations, maintenance, cleaning, the school calendar, or Board action.
3. Access to school facilities containing equipment or furnishings which would be detrimental to the operation of a District program if damaged or operated by an unqualified operator.
4. Access to school facilities that would prevent or encumber District personnel from preparing school facilities for their primary purpose, because of the nature or duration of the activity. The District reserves the right to reject or modify applications at any time.
5. Access to portions of school facilities used for academic purposes that is not supervised by a school employee (i.e., Category 1 or Category 2 groups may be permitted to reserve these areas for school related events).
6. Conflicts with the mission or has the potential to damage the reputation of the school district.
7. Competing activities/events that create an unmanageable hardship on District resources and facilities.
8. If the permit surpasses 11:00 p.m.

Limitations

When individuals and community groups receive electronic approval to use school facilities under this policy, such use shall be conditioned upon strict compliance with the following:

1. Individuals shall not use, access or enter upon any portions of the school facilities or their contents not specified in the approved electronic request form.
2. Individuals shall refrain from any conduct or activities not specifically identified in the approved written request form.
3. All activities must terminate and all individuals and community group members must exit the school premises by the time specified on the approved application.
4. When advertising or promoting activities held at school facilities, individuals and community groups shall clearly communicate that the activities are not being sponsored by the School District and comply with all applicable zoning/sign restrictions.
5. School equipment used in conjunction with requested facilities shall be identified when the application is submitted. Users of school equipment must accept liability for any damage to or loss of equipment that occurs while in their use. Where rules so specify, no equipment may be used except by a qualified operator, provided by the District at a specified hourly rate.
6. Use of selected facilities (e.g., pool, stadium, gymnasiums) are subject to facility specific School District procedures, rules, and regulations.
7. The individual or organization requesting use of the school facility shall indemnify and hold the School District harmless for any injury or loss incurred by any guest of the individual/organization using the facility.

8. All users shall be responsible for any extra custodial, security, maintenance, and/or food service equipment operator fees as deemed necessary by District Administration.
9. All activities will have appropriate adult supervision.
10. Security requirements will be at the discretion of the District. In the event security personnel are not available from the District, only the Upper St. Clair police department may be used to cover events.
11. Gambling, games of chance, lotteries, raffles or other activities requiring a license under the Local Option Small Games of Chance Act is the responsibility of the group or organization.[\[3\]](#) [\[4\]](#)

Prohibited Activities

The following activities are strictly prohibited in school facilities when individuals and community groups are granted written permission to use said school facilities: [\[5\]](#)

1. Possession, use or distribution of **controlled substances prohibited by state or federal law.**
2. Possession of weapons.
3. Conduct that would alter, damage or be injurious to any District property, equipment or furnishings.
4. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or local, state or federal laws and regulations.

5. Use of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, as defined in the law.[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#).

Products approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purposes, are permitted, as long as the product is not inhaled.

6. Medical marijuana products as prohibited by federal law.

Use of Facilities by Staff

District facilities and equipment shall be available for staff use only if one or more of the following apply:

1. A valid use of facilities permit has been issued pursuant to this Policy and corresponding administrative regulations.
2. The Staff member has received prior written permission from the Superintendent, Director of Facilities, or Building Principal or one of their designees.
3. Use of the facilities/equipment is part of a District/School curricular or extra-curricular activity or District/School sponsored event.
4. Use of the facility or equipment is set specifically permitted by an applicable collective bargaining agreement or employment agreement.

Violations

The District reserves the right to remove from District premises and deny future requests from any individual, organization or community group who fails to comply with the terms and conditions of this policy and established procedures.^[5]

In the event an individual or community group violates this policy or the terms under which permission was granted to use school facilities, that individual or community group forfeits the right to submit future written requests to use District property, unless otherwise decided by the Board.

A District staff member who violates this policy will be subject to employee discipline, up to and including termination.

Replaces Policy 7003 – Use of School Facilities adopted November 25, 2019

^[JK1]Make sure that we have a legitimate non-discriminatory reason for granting exemption.

Daily Facility Fee Schedule by Category

- Fees for long-term facility use will be negotiated upon request by the organization. Rental fees may be discounted by no more than twenty-five percent (25%) for long-term rentals. The costs for lifeguard, food service, custodial and security coverage required by USCSD are not eligible for a discounted rate.
- Long-term use is considered to be five (5) consecutive days or for a twelve (12) month term in excess of thirty (30) days. All negotiations will be the responsibility of the Superintendent or designee.
- Organizations are encouraged to utilize the school district food service department for catering all events. All food preparation must be managed by food service employees to comply with federal, state and local code requirements.
- Classrooms assigned to USC staff are only available for facility use by Category 1 & 2 groups.
- All fees listed in Policy No. 707 AR-1 take effect immediately for new groups and organizations. Current permit holders will maintain the same rate until June 30, 2020. All facility use permits will use the new rates starting July 1, 2020.

Policy No.707-AR-2
UPPER ST. CLAIR SCHOOL DISTRICT
ADMINISTRATIVE REGULATION

HIGH SCHOOL	CATEGORY 1 *	CATEGORY 2 *	CATEGORY 3 *	CATEGORY 4 *	CATEGORY 5 *	CATEGORY 6 *
Theater	N/C	N/C	N/C	N/C	\$350	\$450 (min 4 hours)
LGI	N/C	N/C	N/C	N/C	\$75	\$100
Gymnasium, (Main)	N/C	N/C	N/C	N/A	N/A	N/A
Gymnasium, (Auxiliary)	N/C	N/C	N/C	N/C	\$150	\$250
Cafeteria	N/C	N/C	N/C	N/C	\$150	\$250
Kitchen	N/A	N/A	N/A	N/A	N/A	N/A
Double Classroom	N/C	N/C	N/A	N/A	N/A	N/A
Classroom	N/C	N/C	N/A	N/A	N/A	N/A
Athletic Fields (Cook School & Front HS Fields)	N/C	N/C	N/C	N/C	\$75	\$100
Stadium	N/C	N/C	N/C	N/A	N/A	N/A
Competition Pool or Diving	N/C	N/C	N/C	N/A	N/A	N/A

- ☐ Additional costs for life guard, food service, custodial and security coverage required by USCSD will be the responsibility of the requesting group or organization. The hourly rates for this coverage will be adjusted annually to cover the payroll costs for each group.
- ☐ The Theater includes lights, sound system, rest rooms and dressing area. Technicians and stage crew will be billed separately and the District will decide the number of technicians and stage crew for each event.
- ☐ All rates listed above are hourly.

Policy No.707-AR-2
UPPER ST. CLAIR SCHOOL DISTRICT
ADMINISTRATIVE REGULATION

MIDDLE SCHOOL	CATEGORY 1 *	CATEGORY 2 *	CATEGORY 3 *	CATEGORY 4 *	CATEGORY 5 *	CATEGORY 6 *
Theater (Boyce)	N/C	N/C	NC	N/C	\$300	\$350(min 4 hours)
Gymnasium (N/A on weekends for Categories 4, 5 & 6)	N/C	N/C	N/C	N/C	\$150	\$250
LGI	N/C	N/C	N/C	N/C	\$75	\$100
Cafeteria	N/C	N/C	N/C	N/C	\$150	\$250
Kitchen	N/C	N/C	N/A	N/A	N/A	N/A
Double Classroom	N/C	N/C	N/A	N/A	N/A	N/A
Classroom	N/C	N/C	N/A	N/A	N/A	N/A
Turf Field	N/C	N/C	N/C	N/C	\$150	\$200
Boyce Softball Field	N/C	N/C	N/C	N/A	N/A	N/A
Ft. Couch Field	N/C	N/C	N/C	N/A	N/A	N/A

- ☐ Additional costs for life guard, food service, custodial and security coverage required by USCSD will be the responsibility of the requesting group or organization. The hourly rates for this coverage will be adjusted annually to cover the payroll costs for each group.
- ☐ The Theater includes lights, sound system, rest rooms and dressing area. Technicians and stage crew will be billed separately and the District will decide the number of technicians and stage crew for each event.
- ☐ All rates listed above are hourly.

Policy No.707-AR-2
UPPER ST. CLAIR SCHOOL DISTRICT
ADMINISTRATIVE REGULATION

ELEMENTARY SCHOOLS	CATEGORY 1 *	CATEGORY 2 *	CATEGORY 3 *	CATEGORY 4 *	CATEGORY 5 *	CATEGORY 6 *
Gymnasium or Multipurpose Room	N/C	N/C	N/C	N/C	N/A	N/A
LGI	N/C	N/C	N/C	N/C	N/A	N/A
Cafeteria	N/C	N/C	N/C	N/C	\$150	\$250
Kitchen	N/C	N/C	N/A	N/A	N/A	N/A
Double Classroom	N/C	N/C	N/A	N/A	N/A	N/A
Classroom	N/C	N/C	N/A	N/A	N/A	N/A
Eisenhower Pavilion	N/C	N/C	N/C	N/C	\$25	N/A
Baker Baseball Field	N/C	N/C	N/C	N/A	N/A	N/A
Athletic Field	N/C	N/C	N/C	N/A	N/A	N/A

- ☐ Additional costs for life guard, food service, custodial and security coverage required by USCSD will be the responsibility of the requesting group or organization. The hourly rates for this coverage will be adjusted annually to cover the payroll costs for each group.

- ☐ All rates listed above are hourly.

Book	Policy Manual
Section	700 Property
Title	Lending of Equipment and Books
Code	708 - NEW
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. 24 P.S. 801 2. Pol. 707 3. 24 P.S. 804

Purpose

The Board directs that district-owned equipment normally shall not be loaned for nonschool use off school property, or for personal use on-site during nonschool hours (sports equipment, copiers, etc...). If equipment is required for use by those granted permission to use school facilities, it may be loaned in accordance with Board policy.[\[1\]](#)[\[2\]](#)

Delegation of Responsibility

Use of specific items of equipment, when unobtainable elsewhere, may be granted on the written request of the intended user and approval by the building principal or appropriate administrator.

Guidelines

The user of district-owned equipment shall be fully liable for any damage or loss occurring to the equipment during the period of its use and shall be responsible for its proper usage and safe return.

When equipment authorized for lending requires the services of an operator, the user shall employ the person designated by the district and shall pay the stated cost of services.

Removal of school equipment from school property for personal use by staff or students is prohibited.

School books may be used by students during vacations when permission is granted by the building principal.[\[3\]](#)

Book	Policy Manual
Section	700 Property
Title	Building Security
Code	709 - NEW
Status	Second Reading: December 7, 2020
	From PSBA
Legal	1. Pol. 805
	2. Pol. 805.2
	3. Pol. 907
	24 P.S. 510
	Pol. 705

Purpose

The Board recognizes the need to maintain security of school facilities for reasons of safety, vandalism and theft.

Delegation of Responsibility

Building security shall be coordinated by the School Safety and Security Coordinator, with the cooperation of district administrators, building principals and district staff.[1][2]

The Superintendent or designee shall develop administrative regulations designating who may be authorized to access district building(s), the designated level of access and who may have after-hours access to district facilities.

Guidelines

After the start of the school day, access to school buildings shall be limited to one (1) entrance that is monitored and capable of controlling visitor entry. All other entrances shall be locked, and designated school staff shall follow established Board policy and procedures for entry of school visitors and other authorized individuals into school buildings.[3]

Book	Policy Manual
Section	700 Property
Title	School Building and Grounds Security Monitoring
Code	709.1
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. Pol. 709 2. Pol. 805 3. Pol. 810.2 4. Pol. 218 5. Pol. 317 6. Pol. 800 7. Pol. 216

Purpose

The Board recognizes the need to enforce standards of conduct for the safety of students, staff and visitors. The use of a video recording is intended to assist the administration in the safe and orderly operation of the district, including observing conduct; preventing and addressing violations of federal, state, or local laws, Board policies or school rules; maintaining physical security and safety; and reviewing and releasing video recordings when necessary or required for disciplinary, civil and/or criminal matters.[1][2]

Delegation of Responsibility

The Superintendent or designee shall be responsible for the oversight of the video system and video media. The video system and media shall remain in the possession of the Superintendent or designee provided that administrators may be authorized in writing by the Superintendent or designee to extract, review and/or maintain the video media. The Superintendent or designee shall oversee the implementation of this policy and any necessary procedures for the videotaping of district schools and property.

Guidelines

The Superintendent or designee shall have the authority to determine the district's video monitoring needs.

Video recorders may be placed in and around any and all district property. All students, staff and visitors are subject to being videotaped on district property, including inside and around district schools, at any time. The district does not record audio except as specifically designated on district school buses and vehicles. Notification to students, parents/guardians and staff will be made through district communications or visible notice in/on all buildings or property equipped with video monitoring.[3]

The Superintendent or designee may review the video media as necessary, including periodic reviews, and in response to allegations of improper conduct. If an incident is reported, the video may be reviewed and extracted if necessary and useful. If an incident is captured on video and extracted prior to being overwritten, the tape may be preserved by district officials for internal purposes and may be disclosed to law enforcement for conduct that may be criminal. If no such incidences are reported and the video is not requested or extracted, the video media will typically be recycled and overwritten within forty-five (45) days.

The video media is intended for the safe and orderly operation of the district. Video media is not intended for general viewing by a student, employee, parent/guardian, or the public and shall not be made available for general viewing purposes; nor is the video media intended to relieve district personnel of their responsibilities for submitting disciplinary reports and/or written statements.

Staff and students are prohibited from tampering, or otherwise interfering with, video media, camera equipment, and/or any records related to school monitoring and/or the implementation of this policy. Violators will be subject to disciplinary action, up to and including termination.[4][5]

Review and Release

Video media may be viewed only with the proper written authorization of the Superintendent or designee. All requests must be made through the Superintendent or designee. In no event shall video media be reviewed or released in any manner without

explicit authorization of the Superintendent or designee, unless otherwise required by law.

The district shall comply with applicable laws, regulations and Board policies relating to the maintenance, disclosure and destruction of records. Video recordings may be reviewed and used in the context of student, employee, contractor or visitor misconduct.[6]

Video recordings may be considered part of a student's education record if the recording relates directly to a student, has been extracted and is being centrally maintained by the district for educational or disciplinary purposes. Such recordings shall be maintained in accordance with laws, regulations and Board policies governing access, review and disclosure of student records.[7]

In the event of use, or proposed use, of a video media in connection with a student disciplinary proceeding, confidentiality considerations shall be enforced. Only those relevant portions of the video media shall be subject to review and/or admitted into evidence, and any such review/use shall comply with the Family Educational Rights and Privacy Act (FERPA) and its implementing regulations and any other applicable law. The district shall not be required to modify or alter a video recording in order to facilitate a request for disclosure.

The video media may be subject to review and release to law enforcement personnel, if duly requested in writing by police, other members of law enforcement, or other individuals, or permitted by law or pursuant to a subpoena. If applicable, the notice requirements for the release of an education record pursuant to a subpoena shall be followed.

Replaces Policy 3029 - School Building and Grounds Security Monitoring adopted October 23, 2017 and revised February 25, 2019

Book	Policy Manual
Section	700 Property
Title	Use of Facilities by Staff
Code	710 - NEW
Status	Second Reading: December 7, 2020
	From PSBA
Legal	1. Pol. 707
	2. Pol. 708
	24 P.S. 510

Authority

The Board establishes that school equipment and facilities may not be used by district staff for personal reasons, either on or off school property, without explicit authorization or administrative permission.

Guidelines

District facilities and equipment shall be available for staff use only if such use is in accordance with provisions of an applicable collective bargaining agreement. Staff must obtain a permit prior to conducting any activity in accordance with ~~the Facilities Usage Policy~~ Policy 707 - Use of Facilities Policy. [1] [2]

Book	Policy Manual
Section	700 Property
Title	Integrated Pest Management
Code	716
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. 22 PA Code 4.12 2. Pol. 102 3. 24 P.S. 772.1 4. 3 P.S. 111.21 et seq 5. 7 PA Code 128.1 et seq 6. 24 P.S. 772.2 7 U.S.C. 136 et seq

Purpose

The district shall utilize integrated pest management procedures to manage structural and landscape pests and the toxic chemicals used for their control in order to alleviate pest problems with the least possible hazard to people, property and the environment.

The district shall integrate IPM education into the curriculum in accordance with relevant academic standards.[\[1\]](#)[\[2\]](#)

Definitions

Integrated Pest Management (IPM) is the coordinated use of pest and environmental information to design and implement pest control methods that are economically, environmentally and socially sound. IPM promotes prevention over remediation and advocates integration of at least two (2) or more strategies to achieve long-term solutions.

Integrated Pest Management Plan is a plan that establishes a sustainable approach to managing pests by combining biological, cultural, physical and chemical tools in a way that minimizes economic, health and environmental risks. [\[3\]](#)

Authority

The Board establishes that the district shall use pesticides only after consideration of the full range of alternatives, based on analysis of environmental effects, safety, effectiveness and costs. [\[4\]](#)[\[5\]](#)

The Board shall adopt an Integrated Pest Management Plan for district buildings and grounds that complies with policies and regulations promulgated by the Department of Agriculture. [\[3\]](#)[\[5\]](#)

The Board shall designate an employee to serve as IPM Coordinator for the district.

Delegation of Responsibility

The IPM Coordinator shall be responsible to implement the Integrated Pest Management Plan and to coordinate communications between the district and the approved contractor.

The IPM Coordinator shall be responsible to annually notify parents/guardians of the procedures for requesting notification of planned and emergency applications of pesticides in school buildings and on school grounds. [\[6\]](#)

The IPM Coordinator shall maintain detailed records of all chemical pest control treatments for at least three (3) years. Information regarding pest management activities shall be available to the public at the district's administrative office. [\[6\]](#)

Appropriate personnel involved in making decisions relative to pest management shall participate in update training.

Guidelines

Pest management strategies may include education, exclusion, sanitation, maintenance, biological and mechanical controls, and site appropriate pesticides.

An Integrated Pest Management Plan shall include the education of staff, students and the public about IPM policies and procedures.

When pesticide applications are scheduled in school buildings and on school grounds, the district shall provide notification in accordance with law, including: [\[6\]](#)

1. Posting a pest control sign in an appropriate area.
2. Providing the pest control information sheet to all individuals working in the school building.
3. Providing required notice to all parents/guardians of students or to a list of parents/guardians who have requested notification of individual applications of pesticides.

Where pests pose an immediate threat to the health and safety of students or employees, the district may authorize an emergency pesticide application and shall notify by telephone any parent/guardian who has requested such notification. [\[6\]](#)

Replaces Policy 3019 - Integrated Pest Management adopted October 28, 2002

Book	Policy Manual
Section	700 Property
Title	Cellular Telephones
Code	717 - NEW
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. Pol. 624 2. Pol. 317 26 U.S.C. 1 et seq

Purpose

The Board recognizes that the use of cellular telephones by district employees may be appropriate and necessary to provide for the effective and efficient operation of the district. In addition, the use of cellular telephones can help to ensure the safety and security of district property, staff, students and others while on district property or engaged in district-sponsored activities.

Authority

The Board authorizes the purchase and employee use of cellular telephones.

Cellular telephones provided to employees by the district shall be used for authorized district business purposes.[1]

Guidelines

Use of cellular telephones by employees in violation of Board policy, administrative regulations, and/or federal or state laws shall result in discipline, as appropriate.[2]

The District reserves the right to seek reimbursement for expenses that are attributed to personal use of district-provided cellular telephones.

Delegation of Responsibility

The Board authorizes the Superintendent or designee to purchase employee cellular telephones and regulate the use of employee cellular telephones.

The Superintendent or designee shall determine which employees receive district-provided cellular telephones for business purposes.

The Superintendent or designee may develop administrative regulations to implement this policy, including a uniform and controlled system for identifying employee cellular telephone needs, monitoring employee use, and reimbursement.

The Superintendent or designee may develop administrative regulations for staff use of privately owned cellular telephones for authorized district business.

Book	Policy Manual
Section	700 Property
Title	Service Animals in Schools
Code	718 - NEW
Status	Second Reading: December 7, 2020 From PSBA
Legal	1. 28 CFR 35.104 2. 28 CFR 35.136 3. 43 P.S. 953 4. 29 U.S.C. 794 5. 42 U.S.C. 12101 et seq 6. 28 CFR 35.130 7. Pol. 103.1 8. Pol. 113 9. 3 P.S. 455.1 et seq 10. Pol. 904 11. Pol. 104 12. Pol. 906 28 CFR Part 35 29 CFR Part 1630 Pol. 103 Pol. 707

Purpose

The Board adopts this policy to ensure that individuals with disabilities are permitted to participate in and benefit from district programs, activities and services, and to ensure that the district does not discriminate on the basis of disability.

Definition

Service animal means any dog individually trained to do work or perform tasks for the benefit of an individual with a disability.[\[1\]](#)

Miniature horses may be utilized as **service animals** if:[\[2\]](#)

1. The miniature horse is individually trained to do work or perform tasks for the benefit of an individual with a disability.
2. The facility can accommodate the type, size and weight of the miniature horse.
3. The presence of the miniature horse does not compromise the safe operation of the facility.

The work or tasks performed by a **service animal** shall be directly related to the individual's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing nonviolent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors.[\[1\]](#)

The provision of emotional support, well-being, comfort, or companionship does not constitute work or tasks for the purpose of this definition.[\[1\]](#)

Authority

The Board shall permit individuals with disabilities to use service animals in district buildings; on district property; and on vehicles that are owned, leased or controlled by

the school district, in accordance with this policy and applicable state and federal laws and regulations.[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)

Guidelines

Admission of Service Animals to Schools

A student or an employee with a disability may submit a request to bring a service animal to school for educational or employment purposes. A student or employee seeking to bring a service animal to school must comply with the requirements as set forth in this policy and any administrative regulations governing this issue.

Parents/Guardians of students with disabilities may submit a request to the building principal for their student to bring a service animal to school. The building principal shall forward the request to the appropriate Section 504 or IEP team. The team shall gather the necessary information and evaluate the request to bring a service animal to school. Any service animal accompanying a student with a disability to school or school activities shall be handled and cared for in a manner detailed in the student's IEP or Section 504 Service Agreement.[\[7\]](#)[\[8\]](#)

Before a service animal shall be allowed in a district building, or on district property or vehicles, the district shall request the following documentation from the owner or handler of the animal:[\[6\]](#)

1. Verification of the need for a service animal.[\[2\]](#)
2. Description of the function(s) the service animal is trained to perform in relation to the individual's disability.[\[2\]](#)
3. Proof of current vaccinations and immunizations of the service animal.[\[9\]](#)

Admission of Service Animals to Public Events

Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public. This right of access does not extend to the schools generally or to other activities that are not open to the general public.[\[2\]](#)[\[3\]](#)[\[10\]](#)

School administrators may inquire of the owner or handler of an animal whether the animal is required because of a disability and the specific tasks that the animal has been trained to perform, but shall not ask questions about an individual's disability. [\[2\]](#)

The district shall not require an owner or handler of a service animal to pay an extra charge for the animal to attend events for which a fee is charged. [\[2\]](#)

Delegation of Responsibility

The Superintendent or designee shall develop and disseminate administrative regulations to implement Board policy and accommodate individuals with disabilities requesting use of a service animal in district buildings and on district property and vehicles.

The designated administrator shall ensure that all individuals involved in a situation where a service animal will regularly accompany an individual in district buildings or on district property or vehicles are informed of the Board policy and administrative regulations governing this issue. Involved individuals can include administrators, appropriate employees, student and parent/guardian.

The owner or handler of a service animal shall be solely responsible for:

1. Supervision and care of the animal, including any feeding, exercising, clean up and stain removal. [\[2\]](#)
2. Control of the animal at all times through the use of a harness, leash, tether or by other effective means.
3. Damages to district buildings, property and vehicles caused by the animal.
4. Injuries to students, employees, volunteers and visitors caused by the animal.
5. Annual submission of documentation of vaccinations and immunizations.

The building principal shall receive and forward to the Superintendent or designee each completed request by an individual with a disability to be accompanied by a service animal. The Superintendent or designee shall respond to the request.

District administrators may exclude a service animal from district buildings, property and vehicles under the following circumstances:

1. Presence of the animal poses a direct threat to the health and safety of others.
2. Owner or handler is unable to control the animal.
3. Animal is not housebroken.
4. Presence of the animal would require a fundamental alteration to the program.

Any individual with a service animal who is aggrieved by a decision to exclude, limit or remove a service animal may appeal that decision in accordance with applicable Board policy. The appeal must be in writing and provide detailed information regarding the basis of the appeal.[7][[11](#)][12]

700 New Policies & Revisions

Approval is policy only, but all forms, etc. can be part of the agenda and public display

Policy Number	Policy Name	Revisions / New	Feedback/ Comments
701	<u>Facilities Planning</u>	New Policy	Requires the Superintendent or designee to engage in long term facilities planning, including reporting enrollment and facility needs to the Board annually
702	<u>Gifts, Grants, Donations</u>	New Policy	Sets forth the legal authority for the Board to accept gifts, grants and donations and delegates that authority to the Superintendent
702.1	<u>Crowdfunding</u>	New Policy	Regulates individual use of online fundraising
703	<u>Sanitary Management</u>	New Policy	Documents the requirement that school facilities be properly cleaned
704	<u>Maintenance</u>	New Policy	Requires a continuous program of inspection and maintenance of all district buildings, property and

			equipment be established and implemented.
705	<u>Facilities and Workplace Safety</u>	Replaces <u>5314</u> Workplace Safety *Language added in about adhere to state and local health orders, face coverings and other protective measures. Administrators provide ongoing education and post signage to assist staff and students with compliance to health and safety orders. Health and safety plans and rules should be periodically reviewed.	Sets forth the Board's expectation for safety and establishes a workplace safety committee comprised of administrators and employees
705-AR-1	<u>Safety</u>	Administrative Regulation	Provides additional regulation of health and safety planning and coordinates the roles of the safety and security coordinator and the pandemic coordinator
706	<u>Property Records</u>	New Policy	Requires a complete inventory, by physical count, of all district-owned equipment and property records of all district buildings and grounds shall be maintained and updated at

			intervals that coincide with property insurance renewal
706.1	<u>Sale or Disposal of Surplus Property, Equipment, Supplies and Textbooks</u>	*Our old policy remains, as it was just reviewed and revised a couple of years ago. The language has been moved from <u>3006</u> to 706.1.	Renumbered old policy
707	<u>Use of School Facilities</u>	*Our old policy remains, as it was just reviewed and approved Nov 2019. The language has moved from <u>7003</u> to 707, as well as the Administrative Regulations.	Renumbered old regulation
707 - AR -1	<u>Use of School Facilities - Daily Facility Fee Schedule by Category</u>	Administrative Regulation	Renumbered old regulation
707 - AR - 2	<u>Use of School Facilities - Rates</u>	Administrative Regulation	Renumbered old policy
708	<u>Lending of Equipment and Books</u>	New Policy	Clarifies when District owned property may be used (for school purposes only) and loaned
709	<u>Building Security</u>	New Policy	Provides expectation for secure buildings with limited entry during the school day
709.1	<u>School Building and Grounds Security Monitoring</u>	Replaces <u>3029</u> School Building and Grounds Security Monitoring	Provides video surveillance requirements and guidelines,

			including when videos can be viewed by third-parties
710	<u>Use of Facilities by Staff</u>	New Policy	Limits the use of district facilities by staff and require staff to obtain facilities permits for use
716	<u>Integrated Pest Management</u>	Replaces Policy <u>3019</u> - Integrated Pest Management	Policy required by school code and sets for the District's integrated pest management plan
717	<u>Cellular Telephones</u>	New Policy	Gives Superintendent or designee the authority to purchase and regulate the use of employee cell phones
718	<u>Service Animals in Schools</u>	New Policy	Required policy for compliance with the ADA and Section 504



Customizing Learning,
Nurturing Potential...
Delivering Excellence

Memo

To: Dr. John Rozzo, USC Board Members

From: Scott P. Burchill *SPB*

Date: December 7, 2020

RE: FINANCIAL SUMMARY AND PRELIMINARY FINANCIAL STATEMENTS (PRELIMINARY AND UNAUDITED)

Financial statements for the General Fund, Capital Reserve Fund and Construction Fund for the period ended November 30, 2020 are enclosed for your review. Financial statements for the Cafeteria Fund report for the period ending October 31, 2020 are also enclosed for your review. The reports reflect the realized revenues and expenses incurred from July 1, 2020.

GENERAL FUND

	2020-21	2020-21 through November 30, 2020		2019-20	2019-20 through November 30, 2019	
<i>(in millions of dollars)</i>	Budgeted	Actual	% of Budget	Budgeted	Actual	% of Budget
Current Real Estate Revenues	\$59.53	\$58.13	98%	\$57.29	\$55.47	97%
EIT	\$5.67	\$1.66	29%	\$5.67	\$1.43	25%
All Other Local Revenues	\$3.53	\$1.89	54%	\$4.17	\$1.56	37%
State Revenues	\$18.33	\$7.33	40%	\$18.10	\$7.18	40%
Federal Revenues	\$0.48	\$0.29	60%	\$0.38	\$0.00	0%
All Other	\$0.00	\$0.00	0%	\$0.03	\$0.00	0%
Total Revenues	\$87.540	\$69.30	79%	\$85.640	\$65.64	77%
Expenditures	\$87.800	\$32.31	37%	\$85.640	\$31.46	37%
Revenues less Expenditures	<i>(\$0.260)</i>	\$36.99		\$0.000	\$34.18	
Balance Sheet	As of November 30, 2020	As of June 30, 2020 <i>(unaudited)</i>				
Cash and Marketable Securities	\$49,421,018	\$17,766,352				
Total Assets	\$53,873,960	\$22,130,623				
Total Liabilities	\$7,470,619	\$12,508,084				
Nonspendable Reserves	\$0	\$208,959				
Adjustment to Fund Balance	\$36,989,760	\$371,652				
Fund Balance	\$9,413,581	\$9,041,928				

The General Fund revenue is ahead last year on a percentage basis. Local tax revenue is slightly higher on a percentage basis than the same period in 2019-20 . Interest income is less than \$10k YTD. Last year at the end of November, interest revenue exceeded \$240k.

CAFETERIA FUND

	Budget 2020-21	2020-21 through October 31, 2020	Budget 2019-20	2019-20 through October 31, 2019
Revenues	\$1,927,393	\$348,430	\$1,776,296	\$402,728
Expenditures	\$1,900,718	\$450,510	\$1,700,771	\$437,496
<i>Net</i>	\$26,675	<i>(\$102,080)</i>	\$75,525	<i>(\$34,768)</i>
		As of October 31, 2020	As of June 30, 2020	
Cash and Marketable Securities		\$33,377	\$110,579	
Total Assets		\$454,763	\$257,202	
Total Liabilities		\$532,616	\$232,975	
<i>Unassigned Fund Balance</i>		<i>(\$77,853)</i>	\$24,227	

The food service department is operating under the Seamless Summer Option provision (SSO-COVID), providing free reimbursable lunches to all students in the District through the end of the school year. As student schedules are adjusted for COVID-19, the cafeteria will adapt the schedule for in-person meals and pick-up meals, providing as many breakfasts and lunches to students as possible. Federal reimbursement will make up the majority of revenue for the 2020-21 school year. Sales continue to lag behind last year for a couple of reasons. First, a-la-carte sales are down approximately 80% compared to the same period last year. The decrease in a-la-carte sales is attributed to fewer students attending school and the availability of free reimbursable lunches.

CAPITAL RESERVE FUND

	Budget 2020-21	2020-21 through November 30, 2020	Budget 2019-20	2019-20 through November 30, 2019
Revenues	\$270,000	\$267,022	\$267,000	\$269,720
Expenditures	\$305,000	\$175,336	\$395,442	\$270,688
<i>Net</i>	<i>(\$35,000)</i>	\$91,686	<i>(\$128,442)</i>	<i>(\$968)</i>
		As of November 30, 2020	As of June 30, 2020 <i>(unaudited)</i>	
Cash and Marketable Securities		\$192,558	\$176,872	
Total Assets		\$192,558	\$176,872	
Total Liabilities		\$0	\$25,225	
<i>Total Reserves</i>		\$192,558	\$151,647	

CONSTRUCTION FUND

	Budget 2020-21	2020-21 through November 30,	Budget 2019-20	2019-20 through November 30,
Revenues	N/A	\$4,089	N/A	\$95,085
Expenditures	N/A	\$339,717	N/A	\$3,054,062
<i>Net</i>		<i>(\$335,628)</i>		<i>(\$2,958,977)</i>
		As of November 30, 2020	As of June 30, 2020 <i>(unaudited)</i>	
Cash and Marketable Securities		\$1,743,173	\$2,258,545	
Total Assets		\$1,743,173	\$2,258,545	
Total Liabilities		\$1,219,992	\$1,365,942	
<i>Fund Balance</i>		\$523,181	\$892,603	

All contract liabilities have been recorded for Pool/Admin project. The remaining funds available are \$523,181.

BUDGET TRANSFERS

Budget transfers of \$25,655.80 are enclosed for your review and approval.

Memo

To: Dr. Rozzo, USC Board Members
 From: Scott P. Burchill
 Date: December 7, 2020
RE: SUPPLEMENTAL FINANCIAL REPORT

BILL LIST

The Supplementary Bill Lists are enclosed for your review and approval.

	GENERAL FUND 10	CAPITAL RSV. FND. 31	CONSTRUCTION FND. 36	SCHOOL LUNCH FND. 50
MANUAL CHECKS	\$202,564.14	\$0.00	\$0.00	\$155.28
BILL LIST	\$187,568.01	\$0.00	\$2,814.12	\$0.00
TOTAL	\$390,132.15	\$0.00	\$2,814.12	\$155.28

CREDIT CARD BILL

The credit card bill for November purchases:

2193.01	Pass Thru	112.87	HS Principal
217.08	MS Math	675.67	Business Office
69.90	MS Music	8671.50	COVID Cares Grant
86.24	FC Science	26.99	Security
352.66	HS FACS	303.65	Central Services
607.71	Shop @ USC	1357.39	Marching Band
221.10	HS Guidance	17550.68	NOVEMBER PURCHASES
1961.02	Technology		
37.04	BO Library		
83.14	HS Library		
97.22	Board Services		
468.45	Superintendent		
8.04	ABC Grant		

Please do not hesitate to contact me with any questions or comments.

Cc: B. Berquist



UPPER ST. CLAIR SCHOOL DISTRICT

ACT 1 RESOLUTION

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled, the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

WHEREAS, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the tax rate of any tax for the support of public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year.

WHEREAS, the Act 1 index for the 2021-2022 fiscal year is 3%;

WHEREAS, the Upper St. Clair Board of Director has made the decision that it shall not raise the rate of any tax for the support of the Upper St. Clair School District for the 2021-22 fiscal year by more than its index.

AND NOW, on this 7th day of December, 2020, it is hereby RESOLVED by the Upper St. Clair (hereinafter "District") Board of Directors (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2021-22 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public Code (hereinafter "School Code"), 24 P.S §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2021-22 fiscal year.
4. The Administration of the District will submit the District's information on a proposed increase in the rate of tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.

Upper St. Clair School District | Page 2

5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.

6. The Board understands and agrees that by passing this resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2021-22 fiscal year.

7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:

(a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.

(b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate is less than or equal to the index.

(c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

ADOPTED by the Upper St. Clair Board of School Directors on December 7, 2020.

Scott P. Burchill, Secretary
BOARD OF SCHOOL DIRECTORS

ATTEST:

Sarah MacDonald, Stenographer
BOARD OF SCHOOL DIRECTORS

(SEAL)

Act 1 Index (current): 3.0%

Calculation Method:

Rate

Approx. Tax Revenue from RE Taxes:

\$61,461,366

Amount of Tax Relief for Homestead Exclusions

\$1,390,372

Total Approx. Tax Revenue:

\$62,851,738

Approx. Tax Levy for Tax Rate Calculation:

\$64,427,670

Allegheny

Total

2020-21 Data

a. Assessed Value	\$2,319,564,041	\$2,319,564,041
b. Real Estate Mills	26.8972	

I. 2021-22 Data

c. 2019 STEB Market Value	\$2,136,011,581	\$2,136,011,581
d. Assessed Value	\$2,325,564,441	\$2,325,564,441
e. Assessed Value of New Constr/ Renov	\$0	\$0

2020-21 Calculations

f. 2020-21 Tax Levy	\$62,389,778	\$62,389,778
(a * b)		

2021-22 Calculations

g. Percent of Total Market Value	100.00000%	100.00000%
h. Rebalanced 2020-21 Tax Levy	\$62,389,778	\$62,389,778
(f Total * g)		
i. Base Mills Subject to Index	26.8972	
(h / a * 1000) if no reassessment		
(h / (d-e) * 1000) if reassessment		

Calculation of Tax Rates and Levies Generated

j. Weighted Avg. Collection Percentage	97.50000%	97.50000%
k. Tax Levy Needed	\$64,427,670	\$64,427,670
(Approx. Tax Levy * g)		

I. 2021-22 Real Estate Tax Rate	27.7041	
(k / d * 1000)		

III. m. Tax Levy Generated by Mills	\$64,427,670	\$64,427,670
(I / 1000 * d)		
n. Tax Levy minus Tax Relief for Homestead Exclusions		\$63,037,298
(m - Amount of Tax Relief for Homestead Exclusions)		
o. Net Tax Revenue Generated By Mills		\$61,461,366
(n * Est. Pct. Collection)		

Act 1 Index (current): 3.0%

Calculation Method:

Rate

Approx. Tax Revenue from RE Taxes: \$61,461,366

Amount of Tax Relief for Homestead Exclusions \$1,390,372

Total Approx. Tax Revenue: \$62,851,738

Approx. Tax Levy for Tax Rate Calculation: \$64,427,670

Allegheny

Total

Index Maximums

p. Maximum Mills Based On Index ($i * (1 + \text{Index})$)	27.7041	
q. Mills In Excess of Index (if $(l > p)$, $(l - p)$)	0.0000	
r. Maximum Tax Levy Based On Index ($p / 1000 * d$)	\$64,427,670	\$64,427,670
IV. s. Millage Rate within Index? (If $l > p$ Then No)	Yes	
t. Tax Levy In Excess of Index (if $(m > r)$, $(m - r)$)	\$0	\$0
u. Tax Revenue In Excess of Index ($t * \text{Est. Pct. Collection}$)	\$0	\$0

Information Related to Property Tax Relief

V. Assessed Value Exclusion per Homestead	\$0.00	
Number of Homestead/Farmstead Properties		
Median Assessed Value of Homestead Properties		\$0

Act 1 Index (current): 3.0%

Calculation Method:

Rate

Approx. Tax Revenue from RE Taxes: \$61,461,366

Amount of Tax Relief for Homestead Exclusions \$1,390,372

Total Approx. Tax Revenue: \$62,851,738

Approx. Tax Levy for Tax Rate Calculation: \$64,427,670

Allegheny

Total

State Property Tax Reduction Allocation used for: Homestead Exclusions

\$1,390,372

Lowering RE Tax Rate

\$0

\$1,390,372

Prior Year State Property Tax Reduction Allocation used for: Homestead Exclusions

\$0

\$0

Amount of Tax Relief from State/Local Sources**\$1,390,372**

Timeline for Events Related to 2021-2022 Budget Process

Special Session Act 1 of 2006

Dates in Timeline Apply to All School Districts except
Philadelphia City SD, Pittsburgh SD, and Scranton SD

Date	Description	Section
September 1, 2020 <i>(annual deadline)</i>	Department of Education publishes the 2021-2022 base index in the Pennsylvania Bulletin.	Section 333(l)
September 30, 2020 <i>(annual deadline)</i>	Department of Education notifies school districts of their 2021-2022 adjusted index.	Section 313(2)
December 15, 2020 <i>(annual deadline)</i>	School districts with residents paying tax on compensation imposed by Philadelphia under the authority of the Sterling Act certify to the Department of Education the total amount of 2019 tax credits provided based on the tax rate of the school district. (Applies only to school districts that had an earned income and net profits tax in the 2019 calendar year.)	Sections 503(b)(2); 324(2)
December 29, 2020 <i>(30 days prior to preliminary budget public inspection deadline)</i>	Department of Education deadline to notify school districts of school year of AFR data to be used when calculating referendum exception in Section 333(f)(2)(v).	Section 333(j)(4)
December 31, 2020 <i>(60 days prior to March 1 application deadline)</i>	School Districts send notification, by first class mail, to owners of each parcel of residential property – which can be limited to owners who are not currently approved or whose approval is due to expire – stating that the owner must submit a completed application to county assessor to qualify for homestead exclusion. Mailing must include application, instructions and deadline to apply.	Section 341(b)
January 28, 2021 <i>(110 days prior to primary election)</i>	School district deadline to make 2021-2022 proposed version of preliminary budget available for public inspection or adopt resolution pursuant to Section 311(d)(1) indicating that it will not raise the rate of any tax by more than its index.	Section 311(c); 311(d)(1)
February 2, 2021 <i>(5 days after resolution adoption)</i>	School district deadline to submit a copy of resolution adopted pursuant to 311(d)(1) and proposed tax rate increases to Department of Education in the Consolidated Financial Reporting System (CFRS) application.	Section 311(d)(2)
February 7, 2021 <i>(10 days prior to preliminary budget adoption deadline)</i>	School district deadline to give public notice of the intent to adopt the 2021-2022 preliminary budget unless resolution was adopted under Section 311(d)(1) indicating that it will not raise the rate of any tax by more than its index.	Section 311(c)

Taxpayer Relief Act, SS Act 1 of 2006: Timeline for Events Related to 2021-2022 Budget Process

Date	Description	Section
February 12, 2021 <i>(10 days after receipt of resolution)</i>	Department of Education deadline to notify school districts that adopted a resolution pursuant to Section 311(d)(1) whether the 2021-2022 proposed tax rates are equal to or less than their Index.	Section 311(d)(4)
February 17, 2021 <i>(90 days prior to primary election)</i>	School district deadline to adopt the 2021-2022 preliminary budget unless resolution adopted under Section 311(d)(1).	Section 311(a)
February 22, 2021 <i>(85 days prior to primary election)</i>	School district deadline to submit 2021-2022 preliminary budget containing proposed tax rate increases to Department of Education in the CFRS application.	Section 333(e)
February 25, 2021 <i>(1 week prior to filing of request for referendum exception)</i>	School district deadline to publish notice in newspaper of intent to request approval from Department of Education for a referendum exception.	Section 333(j)(2)
March 4, 2021 <i>(75 days prior to primary election)</i>	Department of Education deadline to notify school districts that submitted the 2021-2022 preliminary budget whether the proposed tax rates are equal to or less than their Index.	Section 333(e)
No later than March 1, 2021 <i>(annual deadline)</i>	Deadline for homeowners to file a homestead application (and, if applicable, a farmstead application) with county assessor indicating property is owner-occupied. Resubmission of application required no more than one time every three years. No application fee for filing. (See December 31, 2020.)	Section 341(c), (e), (i)
March 4, 2021 <i>(75 days prior to primary election)</i>	School district deadline to seek approval from Department of Education for referendum exceptions requiring their approval.	Sections 333(j)
March 19, 2021 <i>(60 days prior to primary election)</i>	School district deadline to submit referendum question seeking voter approval of tax rate increase in excess of index to the county board of elections (for each county in which the school district is located), unless request for referendum exception has been submitted to Department of Education. If the school district's proposed tax rate increase would exceed their Index even if all of its referendum exception requests were approved, and if it intends to submit a referendum question for that part of the tax rate increase, it must do so by this date.	Section 333(c)(3)
March 24, 2021 <i>(55 days prior to primary election)</i>	Deadline for Department of Education to issue ruling on school district's petition for referendum exception.	Sections 333(j)(5)

Taxpayer Relief Act, SS Act 1 of 2006: Timeline for Events Related to 2021-2022 Budget Process

Date	Description	Section
March 29, 2021 (50 days prior to primary election)	School district deadline, if the Department of Education denies all or a part of the school district's request for referendum exception, to submit to the county board of elections referendum question seeking voter approval of tax rate increase in excess of index for the portion of the referendum exception request denied.	Sections 333(j)(5)
April 15, 2021 (annual deadline)	Secretary of the Budget certifies the total amount of revenue in the Property Tax Relief Fund and the Property Tax Relief Reserve Fund and the total amount available for distribution in 2021-2022.	Section 503(a)(1), (e)
April 20, 2021 (annual deadline)	Secretary of the Budget notifies Department of Education whether it is authorized to provide school districts with property tax allocations under Section 505.	Section 503(d)
May 1, 2021 (annual deadline)	Department of Education notifies school districts of the amount of their state allocation of property tax reduction funding. This only occurs if the Secretary of the Budget certifies, by April 15, 2021, that there are enough funds in the Property Tax Relief Fund to make a distribution to school districts in 2021-2022.	Section 505(a)(4)
May 1, 2021 (annual deadline)	Assessor provides each school district with a certified report with information on homestead and farmstead properties, as provided in 53 Pa CS §8584(i).	Section 341(g)(3)
Prior to May 18, 2021	General Primary election. County election officials, in conjunction with board of school directors, shall draft a non-legal interpretive statement to accompany referendum question that references items of expenditure for which tax rate increases are being sought. (See March 19 or March 29, 2021)	Section 333(c)(4)
No later than May 31, 2021 (optional action)	Deadline for school district board of directors electing to adopt resolution rejecting 2021-2022 property tax allocation. This action can only occur if the Department of Education has notified school districts by May 1, 2021, that there are enough funds in the Property Tax Relief Fund to make a distribution to school districts in 2021-2022. (This action applies only if a school district has not rejected a previous state property tax allocation.)	Section 903(a)
No later than May 31, 2021	School district deadline to adopt 2021-2022 proposed version of final budget and upload the signed Certification of Use document in the CFRS application.	Section 687(a)(1) (School Code)
June 5, 2021	School district deadline to submit copy of resolution (if adopted) rejecting 2021-2022 property tax allocation to Department of Education. (See May 31, 2021.)	Section 903(b)

Taxpayer Relief Act, SS Act 1 of 2006: Timeline for Events Related to 2021-2022 Budget Process

Date	Description	Section
June 10, 2021 <i>(20 days prior to final budget adoption deadline)</i>	School district deadline to make 2021-2022 proposed final budget available for public inspection on the General Fund Budget from the CFRS application.	Section 312(c)
June 20, 2021 <i>(10 days prior to final budget adoption deadline)</i>	School district deadline to offer public notice of its intent to adopt the 2021-2022 final budget.	Section 312(c) Section 687(a)(2)(i) (School Code)
June 30, 2021 <i>(annual deadline)</i>	School district deadline to adopt the 2021-2022 final budget.	Section 312(a)
June 30, 2021 <i>(annual deadline)</i>	School district deadline to adopt a resolution implementing the homestead/farmstead exclusion. For school districts whose voters did not approve a local income tax for the purpose of providing homestead/farmstead exclusions, this only occurs if the Department of Education has notified school districts by May 1, 2021, that there are enough funds in the Property Tax Relief Fund to make a distribution to school districts in 2021-2022.	Section 321(d), 342, 505(a)(4)
July 15, 2021 <i>(annual deadline)</i>	School district deadline to submit 2021-2022 final budget to Department of Education in the CFRS application.	Section 687(b) (School Code)
No later than August 4, 2021 <i>(60 days after receipt of resolution)</i>	Department of Education deadline to notify election officials of each county of the school districts in that county that have taken action to reject their 2021-2022 property tax relief allocation under Section 903(a). (See May 31, 2021.)	Section 904(b)
August 26, 2021	Department of Education pays school districts 50 percent of their state allocation of property tax reduction funding. This only occurs if the Secretary of the Budget certifies, by April 15, 2021, that there are enough funds in the Property Tax Relief Fund to make a distribution to school districts in 2021-2022.	Section 505(b)
October 28, 2021	Department of Education pays school districts 50 percent of their state allocation of property tax reduction funding. This only occurs if the Secretary of the Budget certifies, by April 15, 2021, that there are enough funds in the Property Tax Relief Fund to make a distribution to school districts in 2021-2022.	Section 505(b)
December 1, 2021	Deadline for school districts to report to the Department of Community and Economic Development, tax enactments, repeals and changes to require withholding of a new tax, withholding at a new rate or to suspend withholding of such tax effective January 1, 2022.	Section 351(f)(2)

Public Comments

December 7, 2020

Submitted prior to the meeting

Via: Google Form

Cassie Albright
1471 Main Street

Thank you for allowing our children to go back to school four days. My daughter is ecstatic and is doing so much better. My family feels safe and I am incredibly grateful to the school board and administrators for making it happen.

Heidi Foster
1758 Norsen dr

My children attend Eisenhower. We are traveling for the holiday and will be remote whatever the district decides to be safe for our neighbors. Though it may be a good idea to go remote until January given the amount of traveling that will occur at this time of year and the significant spread happening. The vaccine is around the corner. I see no reason for anyone else to suffer from covid if this is the case.

Danielle Wetzel
1240 Lamson Circle

I want to thank the school board, teachers, and other staff for making it possible for the kiddos to get back to school. The school district's communication has been excellent, transparent, and detailed.

My 1st grader is a different child--she actually told me she learned more at school than at home. (Her teachers are AWESOME with remote learning--but there's no substitute for an embodied experience of space/place when learning, especially when we are six years old.)

My older children (13 and 17) report to me that they feel more positive overall (albeit dismayed at how difficult it is to wake up for 4 days rather than only 2). ;) Please keep up the good work with using data, taking a deliberative & thoughtful approach, and putting the children's well being first.

Happy Thanksgiving to each of you. Thank you for your service to our families.

Carissa Howard
Winchester drive

Please keep 4-5 days. It has been life changing for my students. They are happier and have showed increased interest in learning and school. Both my husband and I are working full time and last week was also life changing for me, personally working remotely. The plan and the implementation was done safely and effectively. Please keep up the good work.

Susan Coyle
107 Algonquin Road

Thank you for finding a way to get our children back in the classroom four days a week. My three children step off the bus with a much happier demeanor. I am thrilled that they are back in the classroom and learning in a much more effective way. Thank you!

Leah Fidler
1737 grey mill drive

Please keep our elementary schools open.

Sandy Newton
2024 Blairmont Drive

Thank you for allowing the students to go back to school for four days! It has been such a positive experience for both of my children. They enjoy being there, are having better social school experiences, and are benefitting from the teacher interaction. Please keep the kids in school! Thank you!

Jeffrey Lagoni
1674 Pinetree Drive

I am so thankful for the USC school board, fighting to get our kids back to in-person school 4 days a week!!! My son came home so excited to sit in class and actually be able to ask questions and interact with the teachers. I'm so thankful that the board is looking at the whole health of our kids. The lockdowns have caused and is causing more harm to our children than the virus could ever have done. The lockdowns are destroying youth with isolation, depression, suicide, alcoholism and drug use and overdose. These kids need in person interaction. THANK YOU THANK YOU THANK YOU for saving our children. I know that I speak to a lot of parents who feel the same way and parents from other school districts that pray their school boards could take action like ours. We stand with you and support you !!!

Louis Oliverio
1725 Hunters Path Lane

This public comment is being provided to express my continued appreciation for the efforts of all Administrators, Educators, and Staff in keeping the school buildings at the Upper St. Clair School District open as much as is possible during these difficult times. Also, the communication last week regarding the COVID protocol as well as the updated COVID Dash Board are helpful in communicating current information to the parents and the Community. I continue to support keeping the buildings open as long as case counts permit it to occur, preferably on a 4-day schedule, at least for Grades K-8. Thank you .
Louis Oliverio

Mark Semko
719 Thornwick Dr.

Upper St. Clair is supposed to be a top school district and is by many, many measurements. Being a top district is not only about academics, but also caring for the students, their teachers, the entire faculty, and the community. It is truly appalling that the USCSD is failing to take the recent surge as seriously as many of the other school districts in Allegheny County by continuing the 4 day in person model, where students can (by your own admission) no longer remain 6ft apart. Why is the USCSD throwing caution to the wind and not only unnecessarily exposing our students, but also risking further community spread throughout Upper St. Clair Township?

Aside from helping to mitigate spread, the 2 day hybrid and remote models also allow for greater flexibility in instruction, allowing for more differentiated learning. The current model and number of children in the classroom is putting great limits on re-grouping based upon abilities. In turn many strugglers are being left behind, while many others are not being properly stimulated.

Please reconsider moving to a remote model for the remainder of 2020, or at minimum switching back to the 2 day hybrid model. These students have been through enough. They should have their best interests looked out for and allowed to have a safe and happy holiday season.