



UPPER ST. CLAIR SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS

Mr. Patrick A. Hewitt, President • Mr. Phillip J. Elias, Vice President • Mrs. Amy L. Billerbeck
Mrs. Barbara L. Bolas • Mrs. Jennifer L. Bowen • 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

COMMITTEE OF THE WHOLE MEETING MINUTES

Monday, March 8, 2021 @ 7:00pm
Executive Session @ 6:45pm Personnel
District Administration Building Board Room

Notice having been advertised and posted and members duly notified, a Committee of the Whole meeting of the Board of School Directors was held on March 8, 2021 in the District Administration Board Room.

School Board Members in Attendance:

Mr. Patrick Hewitt President (in-person)
Mr. Mr. Phillip J. Elias, Vice President (in-person)
Mrs. Amy Billerbeck (in-person)
Mrs. Barbara L. Bolas (in-person)
Mrs. Jennifer L. Bowen (virtual)
Dr. Daphna Gans (in-person)
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)
Mr. Raymond Berrott, Director of Technology (in-person)
Dr. Judith Bulazo, Director of Curriculum and Professional 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. Mary Beth Harkleroad, Acting Board Stenographer (virtual)
Karsen Damon – Student Board Representative (virtual)
R.J. Shontz – Student Board Representative (virtual)

1. Call to Order / Pledge of Allegiance
(Elias, School Board Vice President)

Mr. Elias called the meeting to order at 7:02 pm.

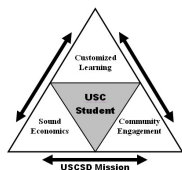
Mr. Elias began the meeting by announcing exciting news – Sarah MacDonald, our Board Stenographer, welcomed her first child – Friday, March 5, 2021, Willett Isaac MacDonald. On behalf of the School Board Mr. Elias expressed best wishes to Sarah & Paul MacDonald.

Mr. Elias was also eager to share the news that our Boys Swim Team won the WPIAL Championship in our own Natatorium. If not for the pandemic the WPIAL finals are normally held at the University of Pittsburgh. Mr. Elias held off giving additional details as our student Board representative, Mr. Shontz, will cover this in his report.

2. Meeting Procedures
(Kramer, Solicitor)

Mrs. Kramer reviewed the meeting procedures. She advised that one resident is in attendance, and 9 comments were submitted online in advance of the meeting. Mrs. Kramer reiterated that all physical distancing and masking requirements are being followed.

3. Reading of the Mission:
(Elias, School Board Vice President)



Mr. Mafrice read the following Mission statement:

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.

4. Reading of the Shared Belief Statement #17 from Strategic Plan:
(Elias, School Board Vice President)

Mrs. Petersen read the following Shared Belief Statement #17:

We Believe that:

Effective education fosters students' abilities to listen and communicate, think critically and creatively, and apply their knowledge to all of their decision-making.

5. Resident's Comments - (Regarding Agenda Items)

ATTACHED

(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, March 8, 2021 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, March 8, 2021 any time before 2pm. Comments submitted in advance regarding agenda items will be shared with the Board prior to the meeting and summarized at this time.

Mrs. Harkleroad summarized the comments submitted via the District's Google Form. There were nine comments submitted via the District's Google Form.

6. 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 a virtual concert held with multiple school districts. They honored those that lost lives through covid. Karsen recognized Senior, Maddie Nolen, tied for top honors for Best Monologue at the 27th Annual Shakespeare Monologue & Scene Contest. Spring Musical tryouts start tomorrow for Smokey Joe's Café. Art projects are being displayed in the Arts wing for IB projects.

RJ reported on winter sports. He stated the boys' basketball finished their season 18-1 and secured the #1 seed. They won their first-round playoff game against Seneca Valley and play Butler on Tuesday night in the next round of playoffs.

The girls finished their season with a 14-2 record. They beat Pine Richland in the first-round playoff game and will face Norwin, Wednesday, March 10th.

Boys and girls swimming and diving both performed well in the WPIAL that was hosted in our pool. The girls placed third in the Championship and the boys are the WPIAL Champions for the first time since 2011.

Feb 26th students and staff recognized bus drivers on Bus Driver Appreciation Day.

Mr. Mafrice glad commented that he was glad to see the Shakespeare Contest is still taking place and we have students participating.

Mr. Elias asked if there is a way to recognize our WPIAL swimmers.

Mr. Carson thanked and recognized his whole team for making all activities possible this past weekend.

7. Well Health Safety Presentation

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

ATTACHED

Mr. Carson introduced Dr. Angelo and gave a brief background on his team. The Facilities Team was created 18 months ago. The goal is to be leaders in the buildings and facilities. Our practices our cutting edge and everyone comes to school feeling safe. Mr. Carson completed his introduction by saying Dr. Angelo should be proud of the work he has accomplished and the Team he has created. Dr. Angelo, in conjunction with Alicia Avick and Angelica Ciriani with Advantus Engineers presented the Well Health - Safety Rating. Dr. Angelo began the presentation by stressing the importance of a Healthy and Safe Physical Environment in our buildings. We spend 90% of our time indoors, and our environment is the largest determinant of our overall health. Dr. Angelo introduced our consultants, Angelica Ciranni and Alicia Avick. In addition to being a USC Grad, Ms. Avick is a Licensed Professional Engineer, Leed Accredited Professional, Certified Commissioning Authority. Ms. Ciranni is a WELL Accredited Professional, LEED Accredited Professional, Green Professional for Operations & Maintenance, Certified Energy Manager, Fitwell Ambassador. The rating was created in response to COVID-19, is third-party verified, and focused on: Operational policies, Maintenance protocols, Emergency plans, and Stakeholder education and engagement. International WELL Building Institute launched WELL Building Standard in 2014. Some of the early adopters of the Well Health - Safety Rating are: JPMorgan Chase & Co., The Cleveland Cavaliers, T-Mobile, and Saint Mary's University to name a few. Ms. Ciranni stated Upper St. Clair is the first School District to become an Early Adopter and the Future Impact of this rating lies within our Security, Human Resources, Maintenance, Custodial, and ultimately our Students and Staff. Dr. Angelo gave a special thanks to the people that make this rating possible: Sean Bryson, Diane Mariano, Dan Snyder, and Bille Williams. Dr. Angelo finished the presentation by congratulated our District. Mr. Carson thanked our School Board and School District for investing in Operations & Human Resources.

8. Superintendent's Report

(Rozzo, Superintendent of Schools)

a. District Update

(Rozzo, Superintendent of Schools)

- **Update to Travel Guidance and Venue Capacity Limits**

Dr. Rozzo updated travel guidance as per our state. He advised that travel outside the state no longer requires a quarantine period or a negative COVID-19 test. Venue limits increased to 15% inside and 25% outside, with 6 ft. social distancing still in place.

- **Vaccination Update**

Dr. Rozzo reported that educators are not part of the 1A category for vaccinations, they are a priority. He advised that 222 of our employees are scheduled to be vaccinated starting this week through the AIU. This past Saturday we had 85 employees that fall within the 1A category vaccinated at the Bethel Park Recreation Center through a partnership with Spartan Pharmacy. Dr. Rozzo thanked Holly Fisher for working around the clock to coordinate the vaccination effort. He commented that the AIU is working with the state and we will follow their schedule.

- Spring Recess

Dr. Rozzo advised that in an effort to provide some flexibility to families for Spring Break, Monday, March 29th will be an asynchronous learning day.

- Planning Update related to the start of the Phase III Instructional Model

Dr. Rozzo reported that he is working closely with the Teacher's Union to return to 5-day, in-person instruction on April 6th as planned. He advised that our teachers have been working tirelessly to deliver our instruction in both delivery modes, in-person and virtual. He continued by stating we are analyzing how we can best delivery both modes of instruction. Dr. Rozzo assured the Board that our families and students should be optimistic about the steps being taken to return to normalcy. He and the Administration are analyzing our Wednesday model and how we can best return to more in person learning. Dr. Rozzo confirmed that he will keep families and the Board updated as decisions are made.

Dr. Gans asked Dr. Rozzo if we are still looking at April 6th as a targeted date for return to a 5-day model. Dr. Rozzo replied yes and explained to Dr. Gans that he and the Administration are looking at how they can still give teachers the collaboration time they need to continue to deliver instruction through both deliver modes.

b. Request Approval of Personnel Listings

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

(Consent Agenda)

ATTACHED

Mr. Carson reported the Personnel Listings are attached and we only have a few listings at this time.

9. Administrator's Report

(Rozzo, Superintendent of Schools)

- a. **Request Approval of Lease Agreement with Allegheny Intermediate Unit for the DART Program for the 2021-2022 School Year, for the Lease of one Classroom at Baker Elementary School, at the cost of \$850.00 per month**

(Angelo, Director of Operations & Facilities)

(Consent Agenda)

ATTACHED

Dr. Angelo request approval for a lease agreement with Allegheny Intermediate Unit for the DART Program. Dr. Angelo stated that Upper St. Clair has maintained a long-standing relationship with DART. He emphasized that this program helps with early intervention for children 3-5 years of age.

- b. **Request Approval of an MOU with Allegheny Intermediate Unit Head Start and Pre-K Counts Programs**

(Bulazo, Director of Curriculum & Professional Development)

(Consent Agenda)

ATTACHED

Dr. Bulazo request approval for an MOU with the Head Start and Pre-K Counts Programs. She added that our District has had this program in place for many years. Dr. Bulazo stated this makes our Pre-K to K transition very robust.

- c. **Request Approval of an Agreement with Wesley High School for Enrollment of an Individual Student**

(Doggrell, Director of Special Education)

(Consent Agenda)

ATTACHED

Mrs. Doggrell request approval for enrollment of one student at Wesley High School for an enrollment fee of \$1,260 for the first semester and \$15,000 for the second semester.

- d. **Request Approval to enter into an Agreement with Allegra Marketing Print and Mail for Print and Copy Services**

(Berrott, Director of Technology)

(Consent Agenda)

Mr. Berrott outlined a memo to change copy service vendors from Office Depot to Allegra Marketing Print and Mail. He stated we needed to make changes within the way our services we managed with Office Depot and that became difficult. Mr. Burchill reported Allegra will provide us with more efficiencies and a savings between \$15,000 - \$25,000 annually.

- e. **Request Approval of Resolution Adopting and Effectuating the Intergovernmental Cooperation Agreement (Truxton Project) with Upper St. Clair Township**

(Angelo, Director of Operations & Facilities / Kramer, Solicitor)
(Consent Agenda)
ATTACHED – RESOLUTION
ATTACHED – IGCA

Mrs. Kramer outlined the Intergovernmental Agreement with Upper St. Clair Township regarding the Truxton Project. She explained under its current terms it requires that board adopts this so it effectuates our Agreement.

f. Request approval to enter into an agreement with Everest Infrastructure Partners Inc. including a site easement and assignment of certain rents

(Burchill, Director of Business & Finance)
(Consent Agenda)
ATTACHED

Mr. Burchill outlined the details regarding the sale of the easement by the athletic complex currently being leased for wireless communications in the amount of \$1,120,000. He explained that this is a financial transaction and we are not involved in leasing. Mr. Burchill stated Everest take risk for 30 years and we retain lease rites to Sprint. Mrs. Kramer explained that we are working to protect our property and we plan to present this for approval at the March 22nd Board Meeting. Mrs. Billerbeck commended Mr. Burchill for getting creative with our resources.

g. Administrative Updates

- Dr. Lou Angelo
Director of Operations & Facilities

Dr. Angelo gave an update regarding the partnership that he and Mr. Burchill entered into with Voltus last Spring to reduce our power. He stated this has created great savings for us. Dr. Angelo thanked Mr. Burchill for setting up this and Dan Snyder for being boots on the ground with implementation.

- Mr. Ray Berrott
Director of Technology

Mr. Berrott gave an update on tech tools. He stated technology such as Google Meet and Canvas have really changed. Mr. Berrott was excited to inform the Board that Upper St. Clair has put request into Google and they have adopted our request to use as a standard feature for all users. He commented that we are doing the same with Canvas. Mr. Berrott stated that we just went live with a new student registration process. He explained this process was a collaborative effort created by the Tech Team, Student Support Services, and Tina Vojtko. Mr. Berrott finished by stating this process is currently live and we are accepting registrations for Kindergarten at this time.

- Dr. Judy Bulazo
Director of Curriculum & Professional Development
Dr. Bulazo gave a Summer School programming update and discussed balancing meeting the needs of students that are struggling due to effects of the pandemic. She stated that she is working with Building and Curriculum Leaders to plan week long STEAM camps and Leadership Academies at the elementary and high school levels. The details for Middle School are still being analyzed. Dr. Bulazo stated that her team has done their due diligence and they will be putting together a Summer School Catalog at the beginning of April.
Dr. Rozzo stated our building subs that we invested in have paid off great dividends for us and they will most likely have the opportunity to be utilized as part of our Summer School Plans.
- Mrs. Cassandra Doggrell
Director of Special Education
Mrs. Doggrell gave an update on early intervention and Extended School Year. She stated that she is working on programming for incoming Kindergarten students to develop IEP for students that meet the criteria so their support can start at the beginning of the school year. Mrs. Doggrell also commented that her team is currently analyzing the ESY needs for our students and there will be in person and remote offerings.
- Mr. Brad Wilson
Director of Strategic Initiatives
Mr. Wilson gave an update on how the District plans to move forward from the Pandemic and the best practices we will utilize going forward. He also stated that the District will wait until the Fall to resume work on our Strategic Plan.

10. Business & Finance

(Burchill, Director of Business & Finance)

a. Review of Financial and Cash Flow Statements and Budget Transfers

(Burchill, Director of Business & Finance)

(Consent Agenda)

ATTACHED

Mr. Burchill reviewed the Financial Summary.

b. Budget Preview

(Burchill, Director of Business & Finance)

(Information Only)

Budget Timeline:

- April 12, 2021 - Budget Overview
- April 27, 2021 - Detailed Budget Presentation
- May 10, 2021 - Budget Update
- May 24, 2021 - Adopt 2021-2022 Final Budget
- June 7, 2021 - Budget Update
- June 28, 2021 - Final Budget

Mr. Burchill reviewed the timeline for the District's Budget Review and Final Approval. He stated the Budget Presentations will follow the above referenced timeline.

c. Request to approve the ratification of Settlor Attestation between the Upper St. Clair School District and the Pennsylvania School District Liquid Asset Fund

(Burchill, Director of Business & Finance)

(Consent Agenda)

ATTACHED

Mr. Burchill request approval to ratify the Settlor Attestation. He stated this will give the District the ability to invest our funds with PA Liquid Asset Funds for investment.

11. Committee Reports

(Elias, School Board Vice President)

Mrs. Bolas gave an update from PSBA regarding flawed cyber charter school funding. She stated House Bill 272 is being introduced to change funding for the cyber charter schools.

Mrs. Billerbeck gave an update on the Youth Steering Committee. She reminded everyone that YSC is offering two virtual presentations for new drivers and their parents, Share the Keys. Mrs. Billerbeck stated the programs are being offered on Wednesday, March 10th at 7pm and Thursday, March 11th at 9am.

12. 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, March 8, 2021 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, March 8, 2021 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.

13. Matters of Information - Superintendent & Administration
(Rozzo, Superintendent of Schools)

There were no Matters of Information to report at this time.

14. Announcement Regarding Executive Session
(Elias, School Board Vice President)

a. Executive Session was held at 6:45pm for personnel.

Mr. Elias announced that Executive Session was held before the Meeting at 6:45 for Personnel.

15. Adjournment
(Elias, School Board Vice President)

It was moved by Mr. Hewitt that the meeting adjourn at approximately 8:16pm.

Respectfully Submitted,

Mary Beth Harkleroad
ACTING BOARD STENOGRAPHER

Public Comments

March 8, 2021

Submitted prior to the meeting

Via: Google Form

Holly Reik
1851 Tilton Drive

I support the return to a 5 day, in person school schedule in early April, or sooner if possible. I appreciate all that the administration, teachers, & staff have done to make this possible.

Jennifer Grigonis
1802 Tragone Drive

The district should move to five days in-person as soon as possible. The number of positive COVID cases in the district buildings, during a time of substantial community spread, has been very low. Particularly in the building for which all three of my children attend elementary school, the number of positive cases within the buildings during a time when the spread in the community was characterized as "substantial" leads me to conclude that one of the safest places for my kids to be, as far as COVID is concerned, is within the buildings. I am confident that there is no other logical decision other than returning the elementary schools to full five day in-person education.

Bryan Bishop
1802 Tragone Drive

It's time to go back to five day in-person education at our schools. The number of positive COVID cases in the district buildings, during a time of substantial community spread, has been very low. Even though 4 day in-person is close to 5, I still feel our kids are losing 20% of what they would get in person. Remote is simply not the same, I continue to see it every Wednesday. The district should move to five days in-person as soon as possible.

Dawn Hanna
1252 Skyridge Dr.

Please vote to return to a 5 day school week as soon as possible. The school has done a fantastic job navigating all the obstacles due to Covid so far. My kids are definitely doing better academically and emotionally being in school, in person.

Maggie Boucher
2430 Huntington

Really hoping to see the school district add a 5th day starting in the beginning of April as originally discussed. The cases are coming down and it will be a great way to end the school year

Jennifer Rowland
1864 Winchester Dr.

We need our kids back in school full time, especially children with special needs.

Scott Rowland
1864 Winchester Drive

I would like the elementary school kids to go back full time.

Louis Oliverio
1725 Hunters Path Lane

I am writing today because I fully support a move to 5-day in-person instruction on April 6 or at any earlier time that it is feasible. I understand that moving to 5-day and continuing to maintain both an in-person and fully remote track through the end of this year will be a challenge, but I am confident that our leaders, Administrators and educators can continue their exceptional work with guiding the School District through this difficult time so that 5-day education in April can become a reality. Thank you for your consideration.

Louis Oliverio

Charles Cooper
161 Highview Drive

I rise in support of moving to a 5-day in person instructional model as laid out on April 6, 2021. I urge the board to consider the positive impact this will have on the students and parents. Be the force in the community to drive home the importance that full in person learning can have on the student body of Upper St. Clair. You have done a commendable job thus far and the community expects you will continue to do what is right.

A Healthy and Safe Physical Environment

Supporting Wellness to
Empower Excellence



Committee Meeting March 8, 2021



Importance of Physical Environment

Reality: We spend approximately 90% of our time indoors, and our environment is the largest determinant of our overall health.





Consultants



Angelica Ciranni: WELL Accredited Professional, LEED Accredited Professional, Green Professional for Operations & Maintenance, Certified Energy Manager, Fitwell Ambassador

Alicia Avick: Licensed Professional Engineer, Leed Accredited Professional, Certified Commissioning Authority



GPRO

CEM[®]

fitwel[®]



WELL Health Safety Rating

- Created in response to COVID-19
- Third-party verified (GBCI)
- Focused on:
 - Operational policies
 - Maintenance protocols
 - Emergency plans
 - Stakeholder education and engagement
- Developed with recommendations from nearly **600** experts
 - Public health, Medicine, Design, Real Estate, Government, Academia



International WELL Building Institute

- Public benefit corporation whose mission is to improve human health and well-being in buildings and communities across the world
- Launched WELL Building Standard in 2014 after six years of research and development



Early Adopters

8,180+ assets
enrolled

729M+ square feet

6,750+ assets
achieved the rating



JPMORGAN CHASE & CO.



EMPIRE STATE
REALTY TRUST



Montage

LIFE TIME



LINCOLN
PROPERTY
COMPANY



NIH National Institute of
Environmental Health Sciences

Prudential Center

T Mobile

SKANSKA

Rudin

AMERICAN
Savings Bank

Spago

Saint Mary's
University
OF MINNESOTA

GFP
REAL ESTATE

Fairfax County
PUBLIC SCHOOLS

Brookfield
Properties

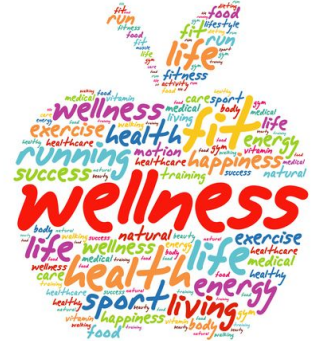
SIMON

girls
inc.

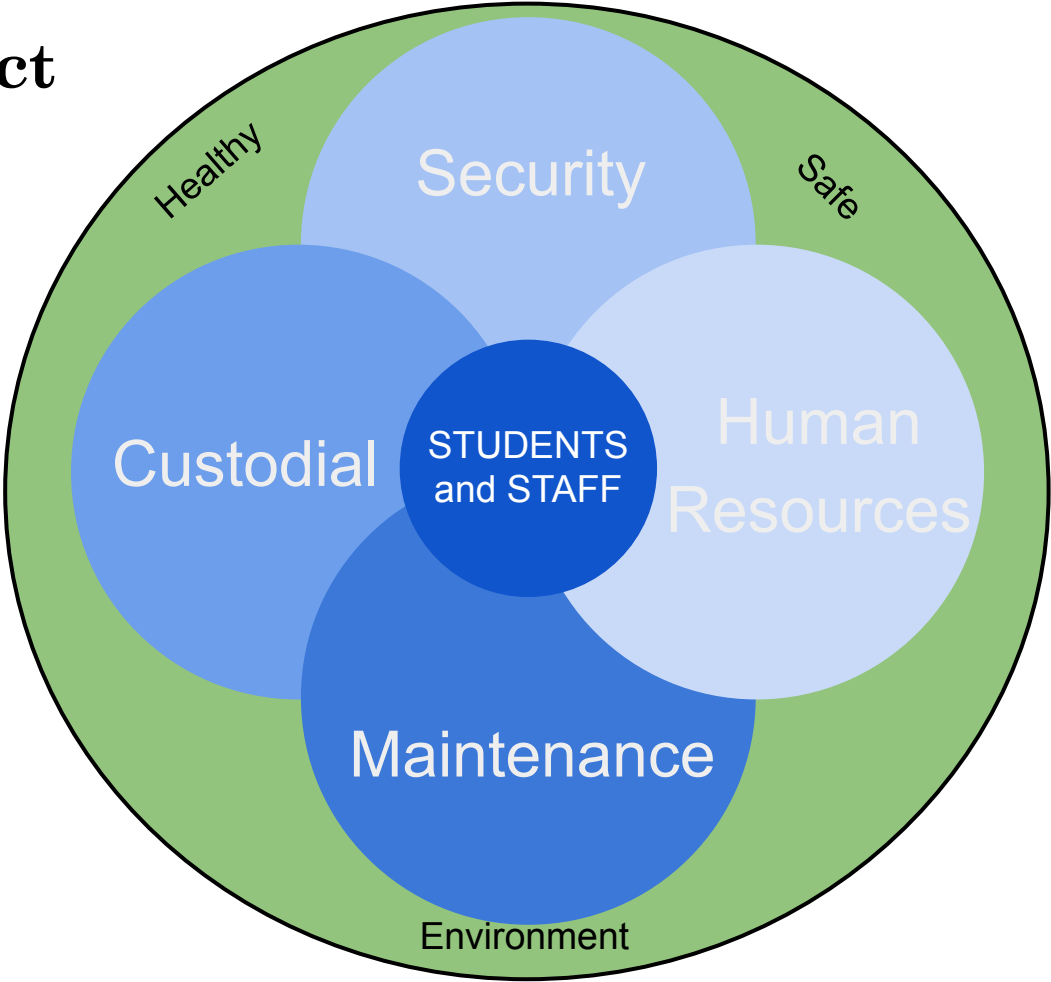


WELL Health-Safety Rating Core Areas

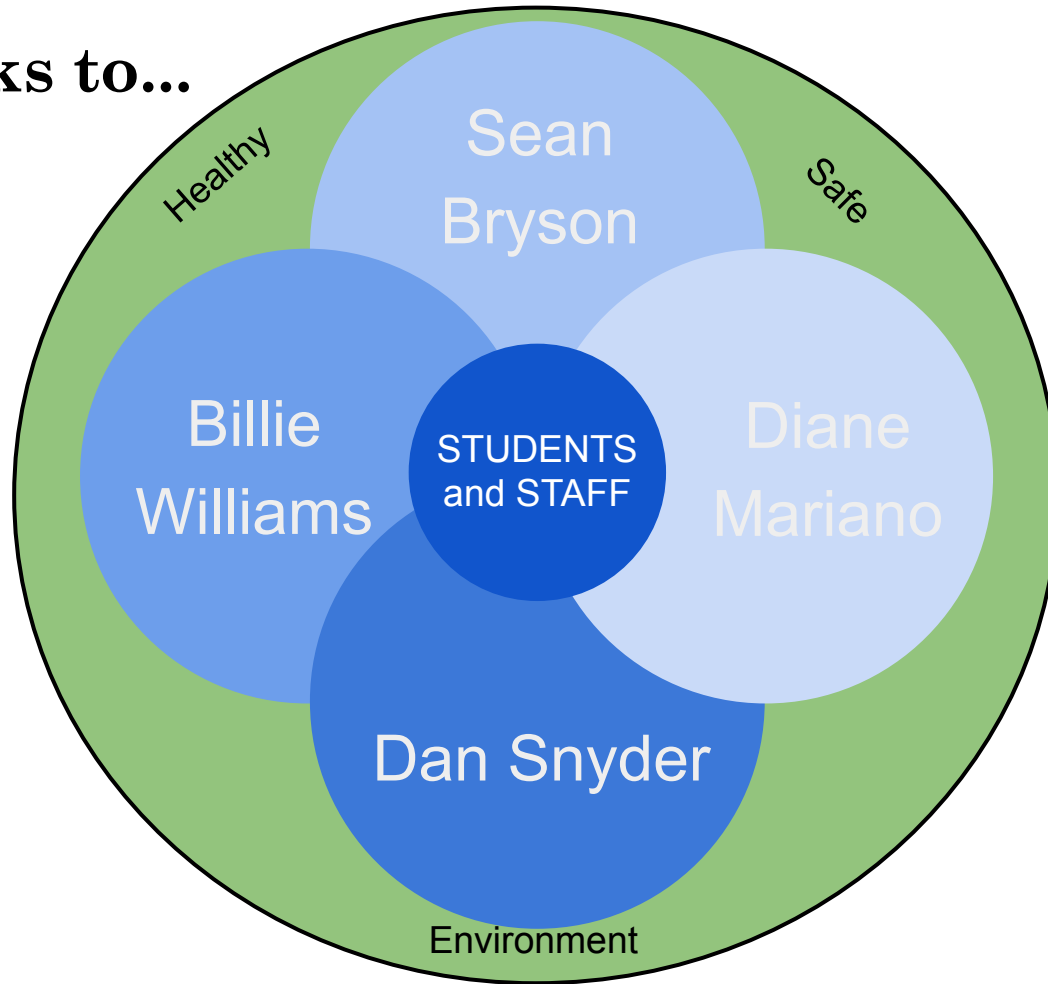
- Cleaning and Sanitization Procedures
- Emergency Preparedness Programs
- Health Services Resources
- Air and Water Quality Management
- Stakeholder Engagement and Communication



Future Impact



Special thanks to...





UPPER ST. CLAIR SCHOOL DISTRICT

THE WELL HEALTH-SAFETY RATING FOR FACILITY OPERATIONS

IS AN EVIDENCE-BASED, THIRD-PARTY VERIFIED RATING FOR ALL FACILITY TYPES, FOCUSED ON OPERATIONAL POLICIES, MAINTENANCE PROTOCOLS, EMERGENCY PLANS AND STAKEHOLDER EDUCATION TO ADDRESS A POST-COVID-19 ENVIRONMENT NOW AND BROADER HEALTH AND SAFETY-RELATED ISSUES INTO THE FUTURE.

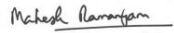
WELL HEALTH-SAFETY RATING

Feb 2021




RACHEL HODGDON, PRESIDENT & CEO,
INTERNATIONAL WELL BUILDING INSTITUTE




MAHESH RAMANUJAM, PRESIDENT & CEO,
GREEN BUSINESS CERTIFICATION INC

Personnel List**March 8, 2020****Committee Meeting****ELECTION**

Staff Name	Location	New Assignment	New Assignment Status	Effective Date
Lee, Kelly	High School	Sponsor: Spanish Club	ECA	2020-2021 SY
Magliocca, Eric	Ft. Couch	Track	ECA	03-15-21 through 05-15-21
Poling, Ailsa	Boyce	Per Diem Substitute (for K. Pascarella)	Per Diem Substitute	03-22-21 through LDTR
Reicoff, Ryan	High School	Volunteer Assistant Coach - Baseball	Volunteer	03-08-21 through 05-15-21
Smith, Tracy	High School	Sponsor: Robotics Club	ECA	2020-2021 SY
White, Fred	District-Wide	District Driver/Delivery	FT	03-17-21

CHANGE OF STATUS

Staff Name	Location	Current Assignment	Current Assignment Status	New Assignment	New Assignment Status	Effective Date
Marmion, Kim	High School	Personal Leave of Absence	Leave	1.0 Custodian	FT	Beginning 2-15-21
Pascarella, Kelly	Boyce	1.0 Elementary Teacher	FT	Personal Leave of Absence	Leave	Beginning 4-6-21
Polinski, Amy	Ft. Couch	Per Diem Substitute (for K. Ruth & C. Cusick as of 12-01-20)	Per Diem Substitute	1.0 Business Ed Teacher (LTS for C. Cusick)	LTS	03-12-21 through end TBD

RESIGNATION

Staff Name	Location	Current Assignment	Current Assignment Status	Effective Date
Binkley, Michael	High School	Spring Musical: Assistant Producer	ECA	02-25-21

INFORMATION ONLY

Staff Name	Location	Current Assignment	Current Assignment Status	New Assignment	New Assignment Status	Effective Date
Fleckenstein, Susan	Boyce	1.0 Gifted/Math Resource Teacher	FT	1.0 Math Teacher (for M. Hamel position)	FT	03-01-21
Stevenson, Angela	Streams	Personal Leave of Absence	Leave	1.0 Art Teacher (Return to Work)	FT	03-15-21

Memo



To: Mr. Ray Carson

From: Dr. Lou Angelo

Date: March 4, 2021

RE: AIU DART Annual Lease

I am requesting approval of the lease agreement with the Allegheny Intermediate Unit (AIU) for their DART program during the **2021-2022 school year**. The lease agreement permits the AIU to utilize one classroom at Baker Elementary School at a cost of \$10,200.00 payable in 12 installments at a rate of \$850.00 per month.

The Upper St. Clair School District has maintained a long-standing relationship with the AIU DART program through the lease agreement. The DART program is an early intervention program that serves children in Allegheny County, ages 3 to 5, who are experiencing developmental delays or disabilities. If approved, the lease will commence July 1, 2021 and terminate on June 30, 2022.

Memo



To: Mr. Ray Carson

From: Dr. Lou Angelo

Date: March 4, 2021

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Memo

To: Dr. John Rozzo, USC Board Members
From: Ms. Cassandra Doggrell
Date: March 8, 2021
RE: Special Education and Student Support Services Agreement/Contract

I request approval of the following agreement/contract for the 2020-2021 school year:

1. Wesley High School Individual Student Enrollment Agreement: Enrollment fee for one student at \$1,260 for the first semester and \$15,000 for the second semester.
 - a. Enrollment cost for one student attending Wesley High School.
 - b. ATTN: Wesley Family Services Education Director
5250 Caste Drive
Pittsburgh, PA 15236

Approval of contracts/agreements will be contingent upon documentation acceptable to the Superintendent and Solicitor.

**RESOLUTION OF THE UPPER ST. CLAIR SCHOOL DISTRICT
ADOPTING AND APPROVING THE INTERGOVERNMENTAL
COOPERATION AGREEMENT WITH UPPER ST. CLAIR TOWNSHIP**

WHEREAS, the Upper St. Clair Township ("Township") is the owner of property located at the intersection of McLaughlin Run Road and Truxton Drive in the Township of Upper St. Clair, identified by the Allegheny County Office of Property Assessment as Parcel ID 395-R-20 (hereinafter the "Property") including the Truxton Embankment; and

WHEREAS, the Upper St. Clair School District ("School District") is the owner of adjacent property, identified by the Allegheny County Office of Property Assessment as Parcel ID 478-C-210, where the School District football stadium complex is located; and

WHEREAS, the Township's engineers, Gateway Engineers, Inc., determined that the Truxton Embankment needs to be repaired and stabilized; and

WHEREAS, the Pennsylvania Intergovernmental Cooperation Law, Act 180 of 1972, *as amended by*, Act 177 of 1996, 53 Pa. C.S. § 2301, *et seq.*, endorses and authorizes cooperative agreements for provisions of public services, performance of government functions and other government purposes by and between the municipalities of this Commonwealth; and

WHEREAS, the School District has determined that the approval and execution of an intergovernmental cooperation agreement is in the best interests of the School District and the agreement will allow the School District and Township to equally split the cost of repairing and stabilizing the Truxton Embankment and will complete the previously intended subdivision and transfer of the repaired property to the School District; and

WHEREAS, School District determined an Intergovernmental Cooperation Agreement ("Agreement") with the Upper St. Clair Township was in the best interest of the School District and the Board of authorized proceeding with the Agreement by resolution of the Board on January 11, 2021; and

WHEREAS, pursuant to the Agreement, the Board wishes to adopt and effectuate the Intergovernmental Cooperation Agreement approved by the Township by Resolution No. 1697.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Board of School Directors of the School District of Upper St. Clair as follows:

1. Pursuant to the Intergovernmental Cooperation Act, 53 Pa.C.S. §§ 2301 *et seq.*, and consistent with the authorization of the Board on January 11, 2021, the terms and conditions of the Intergovernmental Cooperation Agreement (“Agreement”) attached hereto and incorporated herein as Exhibit A are hereby adopted and approved.

2. The following are specifically set forth in the Intergovernmental Cooperation Agreement and confirmed by this resolution:

(1) The conditions of Agreement in the case of cooperation with the Township.

(2) The duration of the term of the Agreement.

(3) The purpose and objectives of the Agreement, including the powers and scope of authority delegated in the agreement.

(4) The manner and extent of financing the Agreement, specifically the shared allocation of costs for the project.

(5) The organizational structure necessary to implement the Agreement.

(6) The manner in which real or personal property shall be acquired, managed, licensed or disposed of, specifically the subdivision and transfer of the property to the School District.

(7) That no separate entity was necessary or created under the terms of the Agreement.

APPROVED THIS 22nd Day of March 2021.

ATTEST:

UPPER ST. CLAIR SCHOOL DISTRICT

Scott Burchill, Board Secretary

Patrick Hewitt, Board President

INTERGOVERNMENTAL COOPERATION AGREEMENT

This Intergovernmental Cooperation Agreement ("Agreement") is entered into this _____ day of _____, 2021, by and between the TOWNSHIP OF UPPER ST. CLAIR, a municipal corporation with its principal office at 1820 McLaughlin Run Road, Upper St. Clair, PA 15241 (hereinafter "Township"), and the UPPER ST. CLAIR SCHOOL DISTRICT, a school district in the Commonwealth of Pennsylvania, with its principal office located at 1775 McLaughlin Run Road, Upper St. Clair, PA 15241 (hereinafter "School District").

WHEREAS, the Township is the owner of property located at the intersection of McLaughlin Run Road and Truxton Drive in the Township of Upper St. Clair, identified by the Allegheny County Office of Property Assessment as Parcel ID 395-R-20 (hereinafter the "Property"); and

WHEREAS, the School District is the owner of adjacent property, identified by the Allegheny County Office of Property Assessment as Parcel ID 478-C-210, where the School District football stadium complex is located; and

WHEREAS, the School District constructed additions to the football stadium complex as approved by Township Ordinance No. 1824 dated July 3, 2000, which provided that as part of the approval, the Township would convey and the School District would accept a land transfer of a portion of the Property to cure the encroachment of the stadium complex onto the adjacent property owned by the Township; and

WHEREAS, the School District's football stadium complex is accessed via Truxton Drive;
and

WHEREAS, during a heavy rain in June 2018, a significant portion of the hillside located on Truxton Drive slid toward and onto the sidewalk and roadway, making the stability of the Truxton Drive hillside a concern for both the School District and the Township; and

WHEREAS, the Township, as owner of the Property, engaged The Gateway Engineers, Inc. to assess the stability of the hillside by reviewing the site location and conditions, conducting geological reconnaissance, and boring for subsurface exploration; and

WHEREAS, The Gateway Engineers, Inc. concluded that a portion of the embankment adjacent to Truxton Drive has been experiencing long-term creep movement, and recommended that the embankment be reconstructed; and

WHEREAS, the Pennsylvania Intergovernmental Cooperation Law, Act 180 of 1972, *as amended by*, Act 177 of 1996, 53 Pa. C.S. § 2301, *et seq.*, endorses and authorizes cooperative agreements for provisions of public services, performance of government functions and other government purposes by and between the municipalities of this Commonwealth; and

WHEREAS, the School District Board of School Directors and the Township Board of Commissioners have determined that it is mutually beneficial to pursue the reconstruction of the embankment on the Property (hereinafter referred to as the "Truxton Project") on a cooperative basis; and

WHEREAS, the Township and School District have agreed that following completion of the Truxton Project and as originally contemplated by Township Ordinance No. 1824, the Property will be subdivided and the portion of the Property to the east of Truxton Drive shall be conveyed to the School District, except the Township shall maintain ownership of that portion of property currently used as a Township parking lot to the east of Truxton Drive; and

WHEREAS, the Township and School District have agreed that the Township shall continue to maintain the sidewalk along the eastern side of Truxton Drive.

NOW, THEREFORE, with the intent to be legally bound hereby, the parties hereto agree as follows:

1. The Township and the School District (hereinafter collectively referred to as the "parties") hereby agree to cooperate and have equal financial responsibility for the completion of the Truxton Project.

2. The Township will manage the bidding process for the Truxton Project in accordance with the provisions of Article X ("Contracts") of the Township Charter, including the development of the request for proposals, with input from the School District, and advertising, as required.

3. The parties will jointly review all proposals and bids and will mutually agree as to the final selection of contractors to complete the Truxton Project, subject to all competitive bidding and award requirements of the Township Charter and the Pennsylvania Public School Code.

4. The Township Board of Commissioners shall approve the award of the Truxton Project to the lowest responsible bidder(s), as mutually agreed upon by the parties, and the Township shall execute all necessary contracts with the lowest responsible bidder(s) to engage their services for completion of the Truxton Project.

5. The parties agree that expenses of the Truxton Project, other than the services already performed by The Gateway Engineers, Inc. and the services of the School District and Township Solicitors, shall be shared equally by the parties. The total Truxton Project costs shall

be determined and mutually agreed upon prior to the commencement of the Truxton Project and prior to the Township's execution of any contract with the lowest responsible bidder to reconstruct the embankment. The contract(s) shall be between the Township and the contractor(s), and the School District shall within sixty (60) days reimburse the Township for Fifty Percent (50%) of costs, upon presentation and review of invoices. The invoices shall contain certification by the Township engineer that the invoiced work is complete and meets the parties' agreed upon specifications.

6. The governing bodies of the Township and the School District agree to enact an Ordinance and Resolution, respectively, with this Agreement or within in thirty (30) days from the date hereof pursuant to and in accordance with Section 2307 of the Pennsylvania Intergovernmental Cooperation Act, 53 Pa. C.S.A. § 2307, for the purpose of authorizing and effectuating this Agreement.

7. The parties agree to alert their respective insurance carriers to the terms of this Agreement and the Truxton Project, and the School District shall be named as an additional named insured under the contract(s) for the Truxton Project.

8. Upon completion of the Truxton Project, the Property shall be subdivided and subject to a subdivision Plan in a form to be agreed upon by the parties. As approximately shown on the attached Exhibit A, that portion of the Property to the east of Truxton Drive and bordering the School District's parcel with ID number 478-C-210 shall be transferred by the Township to the School District by special warranty deed. The Township shall retain ownership of the remainder of the Property to the west of Truxton Drive as well as the portion of property to the east of Truxton Drive currently used as a Township parking lot. All costs of the preparation and

recording of the subdivision plan and special warranty deed shall be split equally between the School District and Township.

9. The Township agrees to continue to maintain the sidewalk on the eastern side of Truxton Drive.

10. This Agreement may be executed in counterparts, each of which shall be deemed an original.

11. This Agreement, along with the exhibit incorporated herein by reference, comprise the entire agreement between the parties related to the subject matter of this Agreement, and supersedes any prior agreement, oral or written, between the parties on the subject matter hereof.

12. The parties agree that this Agreement shall continue in full force and effect through the completion of the Truxton Project and shall continue until the transfer of the Property from the Township to the School District is completed, and the subdivision plan and special warranty deed have been executed and recorded in the Allegheny County Department of Real Estate.

13. The parties further agree that this Agreement shall be subject to termination upon sixty (60) days' written notice to the non-terminating party by certified mail, return receipt requested to the following:

To the School District:

Dr. John T. Rozzo, Superintendent
1775 McLaughlin Run Road
Upper St. Clair, PA 15241

Copy to:

Jocelyn Kramer, Esquire
Weiss Burkardt Kramer, LLC
445 Fort Pitt Boulevard, Suite 503
Pittsburgh, PA 15219

To the Township:

Matthew R. Serakowski, Township Manager
Township of Upper St. Clair
1820 McLaughlin Run Road
Upper St. Clair, PA 15241

Copy to:

Irving Firman, Esquire
Tucker Arensberg, PC
1500 One PPG Place
Pittsburgh, PA 15222

IN WITNESS WHEREOF, the parties hereto have set their hand(s) and seal(s) the date first above.

ATTEST:

UPPER ST. CLAIR SCHOOL DISTRICT

Secretary

By: _____
President, Board of School Directors

Date of Approval: _____

ATTEST:

TOWNSHIP OF UPPER ST. CLAIR



Matthew R. Serakowski, Township Manager

By: 

Vice President, Board of Commissioners

Date of Approval: MARCH 1, 2021

TADMS:5464086-1 024932-139860



DEER MEADOW DR

BLAIRMONT DR

TRUXTON DR

MCLAUGHLIN RUN RD

UPPER ST. CLAIR
USC
PANTHERS

PROPERTY TO BE SUBDIVIDED

 SCHOOL DISTRICT WILL OWN

 TOWNSHIP WILL OWN



MEMO

To: Dr. John Rozzo, USC Board Members

From: Scott P. Burchill *SPB*

Date: March 8, 2021

RE: Approval of Easement Agreement with Everest Infrastructure Partners, Inc.

Administration is recommending the approval of the sale of a thirty (30) year term easement to Everest Infrastructure Partners, Inc. for a for a lump sum payment at closing of One Million One Hundred Twenty Thousand Dollars (\$1,120,000.00).

Upper St. Clair School District will transfer and assign to Everest Infrastructure Partners, Inc. the beneficial rights, title and interest to current lease agreements, including but not limited to:

- The right to receive any and all rents and other monies due thereunder
- The right to modify, extend, expand and/or terminate the current lease agreements. Everest shall be required to pay to USCSd all of the rents and other monies due under the Sprint Lease, unless and until the T-Mobile Lease is terminated. In the event the T-Mobile Lease is terminated, Everest shall receive the right to receive any and all rents and other monies due under the Sprint Lease.

A few key points to consider with the execution of the Easement Agreement:

- Eliminates all risk associated with future lease contracts related to the three cellular companies included in the agreement. (AT&T, T-Mobile and Verizon)
- Eliminates any reduction of site value related to changes in technology or the availability of other sites for cellular coverage in the Township.
- No expansion is included in the proposal.
- The District retains the lease rights to Sprint, unless the T-Mobile lease is terminated. If at such time the Sprint lease is terminated as part of the merger with T-Mobile, the District has the right to seek a new tenant.

Prior to execution, all transaction documents will be reviewed by the District's solicitor. Administration recommends approving the Easement Agreement with Everest Infrastructure Partners, Inc.



Customizing Learning,
Nurturing Potential...
Delivering Excellence

Memo

To: Dr. John Rozzo, USC Board Members

From: Scott P. Burchill

Date: March 8, 2021

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 February 28, 2021 are enclosed for your review. Financial statements for the Cafeteria Fund report for the period ending January 31, 2021 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 February 28, 2021		2019-20	2019-20 through February 28, 2020	
<i>(in millions of dollars)</i>	Budgeted	Actual	% of Budget	Budgeted	Actual	% of Budget
Current Real Estate Revenues	\$59.53	\$59.55	100%	\$57.29	\$57.01	100%
EIT	\$5.67	\$3.12	55%	\$5.67	\$2.81	50%
All Other Local Revenues	\$3.53	\$2.69	76%	\$4.17	\$2.79	67%
State Revenues	\$18.33	\$11.88	65%	\$18.10	\$11.52	64%
Federal Revenues	\$0.48	\$0.44	92%	\$0.38	\$0.15	39%
All Other	\$0.00	\$0.00	0%	\$0.03	\$0.00	0%
Total Revenues	\$87.540	\$77.68	89%	\$85.640	\$74.28	87%
Expenditures	\$87.800	\$51.50	59%	\$85.640	\$50.39	59%
Revenues less Expenditures	(\$0.260)	\$26.18		\$0.000	\$23.89	

Balance Sheet	As of February 28, 2021	As of June 30, 2020 <i>(unaudited)</i>
Cash and Marketable Securities	\$38,466,990	\$17,766,352
Total Assets	\$42,931,568	\$22,130,623
Total Liabilities	\$7,338,706	\$12,508,084
Nonspendable Reserves	\$0	\$208,959
Adjustment to Fund Balance	\$26,179,282	\$371,652
Fund Balance	\$9,413,581	\$9,041,928

The General Fund revenue is ahead last year, comparing the percent of budgeted revenue received as of February 28th. Local tax revenue is 4.4% ahead of last year through February 28th. Interim real estate tax is approximately \$277k higher than 2019-20. Interest income is less than \$10k year-to-date. Last year at the end of November, interest revenue exceeded \$359k.

CAFETERIA FUND

	Budget 2020-21	2020-21 through January 31, 2021	Budget 2019-20	2019-20 through January 31, 2020
Revenues	\$1,927,393	\$817,805	\$1,776,296	\$942,260
Expenditures	\$1,900,718	\$937,827	\$1,700,771	\$1,079,323
<i>Net</i>	\$26,675	(\$120,022)	\$75,525	(\$137,063)

	As of January 31, 2021	As of June 30, 2020
Cash and Marketable Securities	\$322,843	\$110,579
Total Assets	\$595,612	\$246,919
Total Liabilities	\$665,383	\$196,669
<i>Unassigned Fund Balance</i>	(\$69,771)	\$50,250

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 75% 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. Also, the total meals sold to students has decreased due to fewer in-person student days when compared to 2019-20. However, expenditures are down 13% when compared to the same period for 2020.

CAPITAL RESERVE FUND

	Budget 2020-21	2020-21 through February 28, 2021	Budget 2019-20	2019-20 through February 28, 2020
Revenues	\$270,000	\$267,029	\$267,000	\$270,717
Expenditures	\$305,000	\$189,997	\$395,442	\$356,192
<i>Net</i>	(\$35,000)	\$77,032	(\$128,442)	(\$85,475)

	As of February 28, 2021	As of June 30, 2020 (unaudited)
Cash and Marketable Securities	\$177,904	\$176,872
Total Assets	\$177,904	\$176,872
Total Liabilities	\$0	\$25,225
<i>Total Reserves</i>	\$177,904	\$151,647

CONSTRUCTION FUND

	Budget 2020-21	2020-21 through February 28, 2021	Budget 2019-20	2019-20 through February 28, 2020
Revenues	N/A	\$4,186	N/A	\$111,662
Expenditures	N/A	\$374,948	N/A	\$5,071,024
<i>Net</i>		<i>(\$370,762)</i>		<i>(\$4,959,362)</i>

	As of February 28, 2021	As of June 30, 2020 <i>(unaudited)</i>	
Cash and Marketable Securities	\$1,654,057	\$2,258,545	
Total Assets	\$1,654,057	\$2,258,545	
Total Liabilities	\$1,166,010	\$1,365,942	
<i>Fund Balance</i>	\$488,047	\$892,603	

BUDGET TRANSFERS

Budget transfers of \$49,955.00 are enclosed for your review and approval.

Cc: Rebecca Berquist, Treasurer

This form attests that Upper St. Clair School District, along with other Pennsylvania Schools and Pennsylvania local government entities is an established Settlor of the Pennsylvania School District Liquid Asset Fund for the purpose of investing public funds.

WHEREAS, the Pennsylvania School District Liquid Asset Fund (the "Fund") was formed on January 22, 1982 in accordance with the authorization contained in the Pennsylvania Intergovernmental Cooperation Act (Act No. 180 of the 1972 Session of the General Assembly) (the "Intergovernmental Cooperation Act") and Section 5-521 of the Pennsylvania Public School Code of 1949 (Act No. 14 of the 1949 Session of the General Assembly, as amended) (the "Public School Code") by the adoption of a Declaration of Trust by certain School Districts, such declaration of trust as amended through the date hereof and as the same may be amended from time to time being hereafter referred to in these preambles and the following resolution as the "Declaration of Trust"; and

WHEREAS, the Declaration of Trust of the Fund, has authorized the school and other Pennsylvania local government entities of the Commonwealth of Pennsylvania to become Settlers of the Fund and make use from time to time including the MAX Series, the Fixed Rate Series, and other services offered by the Fund service providers including the Investment Advisor (PMA Asset Management, LLC), the Administrator (PMA Financial Network, LLC) the Distributor (PMA Securities, LLC) or the Fixed Rate Program Providers, PMA Financial Network, LLC/PMA Securities, LLC/PMA Asset Management, LLC and the Custodian, PNC Bank, ("Service Providers") and/or their successors; and

WHEREAS, the Intergovernmental Cooperation Act provides that two or more School Districts of the Commonwealth of Pennsylvania may jointly cooperate in the exercise or in the performance of their respective governmental functions, powers or responsibilities and may enter into such joint agreements as may be deemed appropriate for such purposes when such agreements have been adopted by all such cooperating School Districts; and

WHEREAS, Section 5-521 of the Public School Code provides that School Districts have authority to join with other political subdivisions of the Commonwealth of Pennsylvania in agreements for the purpose of performing governmental powers, duties or functions, and in carrying into effect provisions of law relating to said subjects, which are common to all such political subdivisions; and

WHEREAS, Section 4-440.1 of the Public School Code has authorized the boards of directors of School Districts to invest School District funds consistent with sound business practice by providing for an investment program offered by the Pennsylvania School District Liquid Asset Fund.

Settlor Name: _____

Authorized Individual as Designated in Resolution/Ordinance:

Signature: _____ Printed Name: _____

Date: _____

Completed forms may be submitted to PSDLAF via email (PSDLAF@pmanetwork.com)

With any questions, please feel free to email (PSDLAF@pmanetwork.com) or call at 866-548-8634 (option 2)