

FOX CHAPEL AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS

Regular Business Meeting  
November 11, 2024 – 7 p.m.  
Kerr Elementary School Gym

*This meeting may be recorded and/or broadcast.*

*Attached Pages*

I. CALL TO ORDER

*PLEDGE OF ALLEGIANCE*

II. ROLL CALL

III. GUESTS

IV. FOX LEADERSHIP COUNCIL STUDENT REPRESENTATIVE

V. SUPERINTENDENT'S REPORT

*Page 9*

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

VI. SOLICITOR'S REPORT

VII. APPROVAL OF MINUTES

- Approve the minutes of the regular business meeting dated October 14, 2024.

\* **Motion:** Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_, that the minutes of the regular business meeting dated October 14, 2024, are approved as written.

Roll Call Vote:

VIII. **FIRST PUBLIC COMMENT PERIOD** – Public comment is limited to residents or taxpayers of this district. The first public comment period is for items that are scheduled for deliberation or official action on the agenda. To register to make a public comment, please contact the Board Secretary during business hours, but no later than 12 p.m., on the day of the meeting by email (boardsecretary@fcasd.edu), telephone (412-967-2413), or at the district office (611 Field Club Road, Pittsburgh, PA 15238). Please provide your name, complete address, telephone number, the subject of the comment or topic to be addressed, and any group affiliation. During the meeting, the Board Secretary will call those community members scheduled to comment by telephone. Sign-in sheets will also be provided at each meeting for those attending who wish to offer public comment and did not register in advance.

IX. OLD BUSINESS

X. NEW BUSINESS

- The superintendent is recommending that action be taken on the following items of business:

A. **Facilities / Transportation** (Mrs. Lynch)

No action is requested.

**B. Finance (Mr. Hamilton)**

**1. Disbursements (Fund 10) – October 2024**

- General fund disbursements (Fund 10) in the amount of \$10,410,035.38 from October 1, 2024, through October 31, 2024, are approved as attached.

**2. Disbursements (Fund 31) – October 2024**

- Capital reserves fund disbursements (Fund 31) in the amount of \$776,982.55 from October 1, 2024, through October 31, 2024, are approved as attached.

**3. Finance Report – September 2024**

- The finance report for September 2024 is acknowledged and filed for audit as attached.

**4. Budget Transfers**

- The budget transfers for 2024-2025 are approved as attached.

**5. Student Activity Financial Reports**

- The first quarter 2024-2025 middle school and high school student activity financial reports are acknowledged and filed for audit as attached.

**6. Award of Bids – Athletic**

- The administration is authorized to award the following bids for the 2024-2025 school year:

Athletic Supplies Bids – Spring

BSN Sports, LLC P.O. Box 7726 Dallas, TX 75209	\$577.42
Century Sports, Inc. 115 E. McMurray Road McMurray, PA 15317	\$6,176.14
MF Athletic 1600 Division Road West Warwick, RI 02893	\$188.00
Natale Sporting Goods 209 Fifth Avenue McKeesport, PA 15132	\$7,775.42
Pyramid School Products 6510 North 54th Street Tampa, FL 33610	\$1,179.45

- \* **Motion:** Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_, that Finance items 1, 2, 3, 4, 5, and 6 are approved.

**Roll Call Vote:**

**C. Instruction (Mrs. Cooper)**

**1. January 2025 Graduates**

- The following students are eligible for midyear graduation, subject to final approval by the high school lead principal:

Caleb Adams	Maleke Butler-Austin	Aidan Byrnes
Cameron Cavlovich	Henry Chamberlain	John Conway
Maria Gill	Finnigan Holton	Moonyoung Hwang
Kaelynn MacFarlane	Isa McCutcheon	Swati Mylarappa
Gavin Owings	Shay Pick	

**2. Camp Allegheny Inc. – Group Contract**

- Approve the group contract as attached between the Fox Chapel Area School District and Camp Allegheny Inc. for lodging, meals, and meeting spaces for the fifth-grade environmental education program in the fall of 2025, dates to be determined. **This is a renewal of services.**

**3. Junior Achievement of Western Pennsylvania – JA BizTown Contracts**

- Approve the contracts as attached between the Fox Chapel Area School District and Junior Achievement of Western Pennsylvania for fourth-grade students to participate in JA BizTown for the 2024-2025 school year at an estimated cost of \$8,750, and authorize the administration to execute the contracts on behalf of the district. **These are renewals of contracts.**

**4. Stipulated Adjudication**

- Approve the stipulated adjudication as presented.

\* **Motion:** Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_, that Instruction items 1, 2, 3, and 4 are approved.

**Roll Call Vote:**

**D. Legislation / Policy (Mr. Frank)**

**1. Policies – Revised – Second Reading and Adoption**

- Approve the second reading and adoption of the following revised policies as attached:

No. 218 – Student Discipline  
No. 218.1 – Weapons  
No. 249 – Bullying/Cyberbullying  
No. 323 – Tobacco and Vaping Products  
No. 351 – Controlled Substance Abuse  
No. 707 – Use of School Facilities  
No. 801 – Public Records  
No. 805 – Emergency Preparedness and Response  
No. 805.1 – Relations with Law Enforcement Agencies  
No. 806 – Child Abuse  
No. 904 – Public Attendance at School Events

**2. Policies – Revised – First Reading**

- Approve the first reading of the following revised policies as attached:

No. 613 – Cooperative Purchasing  
No. 614 – Payroll Authorization  
No. 615 – Payroll Deductions

- No. 616 – Payment of Bills
- No. 617 – Petty Cash
- No. 618 – Student Activity Funds
- No. 619 – District Audit
- No. 621 – Local Taxpayer Bill of Rights
- No. 622 – GASB Statement 34
- No. 624 – Taxable Fringe Benefits
- No. 625 – Procurement Cards
- No. 626 – Federal Fiscal Compliance
- No. 626.1 – Travel Reimbursement – Federal Programs

\* **Motion:** Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_  
that Legislation/Policy items 1 and 2 are approved.

**Roll Call Vote:**

**E. Personnel (Ms. Zych)**

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

**1. Resignations**

**a. Custodial/Maintenance**

- (1) The resignation of John A. Miller, 12-month, 8 hours per day custodian at Fox Chapel Area High School, due to personal reasons, is accepted effective October 21, 2024.

**b. Supplemental Contract – Athletic**

- (1) The resignation of Breane DeComo, intramurals, MS activity sponsor 12, MS ski club (50%), due to personal reasons, is accepted effective October 14, 2024.

**2. Appointments**

**a. Educational Support**

- (1) Sarah Gatty is approved as a 12-month building secretary at Fairview Elementary School, effective November 25, 2024. Salary is set based on the salary scale for 12-month secretaries, Step 3, with benefits as per the Fox Chapel Area Education Support Professionals Association Collective Bargaining Agreement. This position is available due to the transfer of Heidi Celender.

**b. Supplemental Contracts – Athletic**

- (1) The following athletic supplemental contracts are ratified, effective October 20, 2024:

Jonathan Linkes	Softball, HS 1st Asst.	\$4,303
Maura Pasquale	Softball, HS JV Head	\$4,028

- (2) The following athletic supplemental contract is approved, effective November 12, 2024:

Emily Grychowski	Intramurals, MS Activity Sponsor 12, MS Ski Club	\$2,063
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**c. Supplemental Contracts – Non-Athletic**

- (1) The following non-athletic supplemental contract is ratified effective November 1, 2024:

Lisa Pacheco	Mentor Teacher – O’Hara	\$1,132.23
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- (2) The following non-athletic supplemental contracts are ratified effective November 6, 2024:

Kerri Bacco	Mentor Teacher – Fairview (50%)	\$554.12
Gabriella Bonelli	Mentor Teacher – Fairview (50%)	\$554.12

**3. Leave**

**a. Professional**

- (1) Samantha M. Diamond, elementary teacher at O’Hara Elementary School, is approved for childrearing/adoption leave, under Article Eleven (D) of the Fox Chapel Educators Association Collective Bargaining Agreement, effective February 3, 2025, with return scheduled for the first day of the 2025-2026 school year.

**4. Leave Replacements**

**a. Professional**

- (1) Amanda L. Gaydos is ratified as a leave replacement reading support teacher at Fairview Elementary School. This position is available due to the childrearing leave of Emily Hinojosa.

Certification: Instructional I  
Education: B.S., Slippery Rock University, 2022  
Experience: Student Teaching, Deer Lakes School District  
Effective: November 6, 2024, through March 28, 2025  
Salary: \$66,668 (prorated) based on Step 1, M+0  
Fringe Benefits: As per the Collective Bargaining Agreement

- (2) Nicolas A. Luciano is ratified as a leave replacement elementary teacher at O’Hara Elementary School. This position is available due to the childrearing leave of Gabriella Haberman.

Certification: Instructional I  
Education: M.A., Wheeling Jesuit University, 2021  
B.A., Wheeling Jesuit University, 2020  
Experience: 1 year, Fox Chapel Area School District  
1 year, Ohio County School District, WV  
Effective: October 30, 2024, through March 27, 2025  
Salary: \$67,718 (prorated) based on Step 3, M+0  
Fringe Benefits: As per the Collective Bargaining Agreement

- (3) Jessica E. Zarlino is ratified as a leave replacement elementary teacher at O’Hara Elementary School. This position is available due to the childrearing leave of Gina Sacriponte.

Certification: Instructional I  
Education: B.S., Pennsylvania Western University, 2023  
Experience: Student Teaching, Belle Vernon Area School District  
Effective: November 1, 2024, through March 27, 2025  
Salary: \$58,368 (prorated) based on Step 1, B+0  
Fringe Benefits: As per the Collective Bargaining Agreement

**5. Extra Innings**

**a. Teachers**

- (1) The following individuals are approved as Extra Innings teachers for the 2024-2025 school year at a rate of \$31.54 per hour for a maximum of 45 hours, including planning/instruction:

**Fairview Elementary School**

Gabriella Bonelli  
Lisa Collins  
Wendy Donaldson  
Amanda Gaydos  
Julia Puntil

**Hartwood Elementary School**

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

**Kerr Elementary School**

Stephanie Abriatis  
Sean Baldis  
Kristin Bashforth  
Carrie Ferguson  
Kirstein Sharrow  
Mira Steen

**O'Hara Elementary School**

Adam Danielson  
Alexis Hurlbut  
Nicolas Luciano  
Tracey Planz  
Anna Steen

- (2) The individuals listed below are approved as Extra Innings teachers for the 2024-2025 school year for a stipend of \$1,305 for a maximum of 45 hours including planning/instruction, with partial participation being prorated. This method of payment is in accordance with Kelly Educational Staffing's regulations regarding substitutes employed by the district.

**Fairview Elementary School**

Allison Christy

**O'Hara Elementary School**

Carley Hammers

**b. Substitute Teachers**

- (1) The following individual is approved as an Extra Innings substitute teacher for the 2024-2025 school year at a rate of \$31.54 per hour:

**Hartwood Elementary**

Anne Hook

- (2) The individual listed below is approved as an Extra Innings substitute teacher for the 2024-2025 school year for a prorated stipend up to \$1,305, based on days worked. This method of payment is in accordance with Kelly Educational Staffing’s regulations regarding substitutes employed by the district.

**Kerr Elementary School**  
Samantha Rihn

**c. Instructional Assistants**

- (1) The following individuals are approved as Extra Innings instructional assistants for the 2024-2025 school year at a rate of \$20 per hour for a maximum of 12 hours, including planning/instruction:

**Fairview Elementary School**  
Amy Ruane  
Shelley Zottola

- (2) The following individuals are approved as Extra Innings instructional assistants for the 2024-2025 school year at a rate of \$20 per hour for a maximum of 24 hours, including planning/instruction:

**Hartwood Elementary School**  
Rosanne Libengood

**Kerr Elementary School**  
Colleen Kozak

**O’Hara Elementary School**  
Leanne Zottola

**6. Volunteer – Athletic**

- a. The following athletic volunteer is approved, effective November 12, 2024:  
Matthew Seethaler      Softball, MS

**7. Correction**

**a. Supplemental Contract – Athletic**

- (1) The resignation of Zachary A. Price, intramurals, MS activity sponsor 12, MS ski club (50%), due to personal reasons, previously accepted effective September 10, 2024, is accepted effective October 8, 2024.

\* **Motion:** Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_  
that Personnel items 1, 2, 3, 4, 5, 6, and 7 are approved.

**Roll Call Vote:**

**F. Operations / Cooperative Services (Mr. Goode)**

**1. Award of Electrical Construction Contract – Hartwood Elementary School HVAC Project**

- Approve to award a contract to the bidder listed below on the Hartwood Elementary School HVAC project conditioned upon the contractor completing their post-bid award documents. **This was reviewed and recommended by the Fox Chapel Area School Authority.**

To Right Electric Inc., for the Electrical Construction Contract, with a Base Bid amount of \$577,700 and accepting Alternate EC-01 in the amount of \$807,700, Alternate EC-02 in the amount of \$164,400, Alternate EC-03 in the amount of \$211,100, Alternate EC-04 for a deduction of \$44,400, and Alternate EC-05 in the amount of \$158,800, for a total contract award of \$1,875,300.

**2. Student Teaching Affiliation Agreement**

- Approve the following student teaching affiliation agreement as attached:

Wilson College

**3. UPMC Children’s Hospital of Pittsburgh Ronald McDonald Care Mobile Letter of Agreement**

- Approve the letter of agreement as attached between the Fox Chapel Area School District and UPMC Children’s Hospital of Pittsburgh Ronald McDonald Care Mobile for health services to students effective November 12, 2024, at no cost to the district. **This is a new letter of agreement.**

**4. Donation – Fox Chapel Area High School Robotics Club**

- Accept the donation of \$5,000 from Westinghouse for the Fox Chapel Area High School Robotics Club, to support the BotsIQ team and its robot development.

**5. Donation – JAM #bethekindkid**

- Accept the donation of \$450 from JAM #bethekindkid to be used toward Project Kindness (\$200) and to purchase a button maker (\$250) at Dorseyville Middle School.

\* **Motion:** Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_, that Operations / Cooperative Services items 1, 2, 3, 4, and 5 are approved.

**Roll Call Vote:**

**XI. SECOND PUBLIC COMMENT PERIOD – Public comment is limited to residents or taxpayers of this district. The second public comment period is for other matters of concern within the authority of the School Board. To register to make a public comment, please contact the Board Secretary during business hours, but no later than 12 p.m., on the day of the meeting by email (boardsecretary@fcasd.edu), telephone (412-967-2413), or at the district office (611 Field Club Road, Pittsburgh, PA 15238). Please provide your name, complete address, telephone number, the subject of the comment or topic to be addressed, and any group affiliation. During the meeting, the Board Secretary will call those community members scheduled to comment by telephone. Sign-in sheets will also be provided at each meeting for those attending who wish to offer public comment and did not register in advance.**

**XII. FOX CHAPEL EDUCATORS ASSOCIATION REPRESENTATIVE**

**XIII. BOARD COMMENTS**

**XIV. ADJOURNMENT**

\* **Motion:** Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_, that the meeting is adjourned. Time: \_\_\_\_\_.

**Voice Vote:**

**NOTE:** Attachments cited within the agenda are available for the public on the district website. Anyone without access to the district website who wishes to review the attachments may do so by contacting the Board Secretary during regular business hours.



## SUPERINTENDENT'S REPORT

### A. Enrollment and Fire Drills

### B. Textbook for Review

The textbook listed below will be recommended for approval at the December 3, 2024, Board meeting. It is available for review until that time in the administrative offices.

#### •Updated Copyright of Current Textbook:

Fox Chapel Area High School – Business Education

“Entrepreneurship: Ideas in Action, 7th Student Edition” Cynthia L. Greene; Publisher: Cengage Learning; Updated Copyright 2025; for Entrepreneurship Grades 10-12

### C. Information

#### •**High School Earns AP School Honor Roll Recognition**

Fox Chapel Area High School was honored by the College Board by being placed on the Advanced Placement (AP) School Honor Roll, earning a Silver distinction. The AP School Honor Roll recognizes schools whose AP programs are delivering results for students while broadening access. Schools can earn this recognition annually based on criteria that reflect a commitment to increasing college-going culture, providing opportunities for students to earn college credit, and maximizing college readiness.

“AP gives students opportunity to engage with college-level work, to earn college credit and placement, and to potentially boost their grade point averages,” said Trevor Packer, head of the AP program. “The schools that have earned this distinction are proof that it is possible to expand access to these college-level courses and still drive strong performance – they represent the best of AP.”

Fox Chapel Area High School offers AP courses in English (language and literature), American history, modern European history, economics, government and politics (U.S.), world history, psychology, human geography, computer science, principles of computer science, chemistry, Physics C Electricity and Magnetism, Physics C Mechanics, Calculus AB and BC, statistics, music theory, biology, environmental science, French, Spanish, German, Latin, studio art, and art history.

The College Board’s AP Program enables students to pursue college-level studies – with the opportunity to earn college credit, advanced placement, or both – while still in high school. Through AP courses in 38 subjects, each culminating in a challenging exam, students learn to think critically, construct solid arguments, and see many sides of an issue, giving them skills that prepare them for college and beyond.

### D. Fox Chapel Area School Board Upcoming Meetings

#### November 12, 2024

6 p.m.	Governance Committee Meeting	Administrative Offices	Staff Development Room
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#### November 19, 2024

6 p.m.	Academic Committee Meeting	Administrative Offices	Staff Development Room
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#### November 26, 2024

6 p.m.	Projects and Planning Committee Meeting	Administrative Offices	Staff Development Room
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*Regular Business Meeting –11/11/24*

December 3, 2024 (Tuesday)

7 p.m.	Reorganization Meeting & Combined Agenda Study Session and Regular Business Meeting	High School	LGI Room
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January 7, 2025

6 p.m.	Governance Committee Meeting	Administrative Offices	Staff Development Room
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January 14, 2025

6 p.m.	Academic Committee Meeting	Administrative Offices	Staff Development Room
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January 21, 2025

6 p.m.	Projects and Planning Committee Meeting	Administrative Offices	Staff Development Room
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February 4, 2025

6 p.m.	Governance Committee Meeting	Administrative Offices	Staff Development Room
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February 11, 2025

6 p.m.	Academic Committee Meeting	Administrative Offices	Staff Development Room
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February 18, 2025

6 p.m.	Projects and Planning Committee Meeting	Administrative Offices	Staff Development Room
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March 11, 2025

6 p.m.	Governance Committee Meeting	Administrative Offices	Staff Development Room
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March 18, 2025

6 p.m.	Projects and Planning Committee Meeting	Administrative Offices	Staff Development Room
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April 28, 2025

6 p.m.	Academic Committee Meeting	Administrative Offices	Staff Development Room
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