



UPPER ST. CLAIR SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS

Mrs. Jennifer A. Schnore, President ↔ Dr. Danielle Z. Wetzel, Vice-President
Mrs. Barbara L. Bolas ↔ Dr. Daphna Gans ↔ Ms. Kelly P. Hanna ↔ Mr. Justin Lamber
Mr. Michael R. Mascaro ↔ Mrs. Angela B. Petersen ↔ Mrs. Hallie H. Snyder
Dr. John T. Rozzo, Superintendent ↔ Mrs. Jocelyn P. Kramer, Solicitor

SCHOOL BOARD REORGANIZATION MEETING MINUTES

Monday December 2, 2024 @ 7:00pm

District Administration Building Board Room

Executive Session @6:15pm (personnel)

SCHOOL BOARD REORGANIZATION MEETING

Notice having been advertised and posted and members duly notified, a Reorganization Board Meeting of the Board of School Directors was held on December 2, 2024 in the District Administration Board Room.

School Board Members:

Mrs. Jennifer A. Schnore, President (in-person)
Dr. Danielle Z. Wetzel, Vice-President (in-person)
Mrs. Barbara L. Bolas (in-person)
Dr. Daphna Gans (in-person)
Ms. Kelly P. Hanna (in-person)
Mr. Justin Lamber (in-person)
Mr. Michael R. Mascaro (in-person)
Ms. Angela B. Petersen (in-person)
Mrs. Hallie H. Snyder (in-person)

School Personnel:

Dr. John Rozzo, Superintendent (in-person)
Dr. Amy Pfender, Deputy Superintendent (in-person)
Mr. Scott Burchill, Director of Business & Finance (in-person)
Dr. Lou Angelo, Director of Administrative Services (in-person)
Mr. Raymond Berrott, Director of Technology (in-person)
Dr. Judith Bulazo, Director of Curriculum and Development (in-person)



Dr. Lauren Madia, Director of Pupil Services (in-person)
Mr. Daniel Snyder, Director of Operations & Facilities (in-person)
Dr. Sharon Suritsky, Director of Special Education – Substitute (in-person)
Mr. Bradley Wilson, Director of Strategic Initiatives (in-person)
Mrs. Jocelyn Kramer, Solicitor (not in attendance)
Mrs. AnneMarie Harr, Solicitor (in-person)
Mrs. Sarah MacDonald, Board Stenographer (virtual)
Mr. Daniel Seewald, Student Board Representative (not in attendance)
Ms. Isabella Donnelly, Student Board Representative (not in attendance)

Call to Order & Pledge of Allegiance

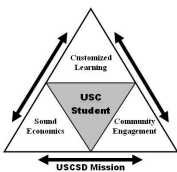
(Schnore, School Board President)

Ms. Schnore called the meeting to order at approximately 7:17pm.

Reading of the Mission:

(Schnore, School Board President)

Dr. Wetzel 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 #22 from Strategic Plan:

(Schnore, School Board President)

Mrs. Bolas read the following Shared Belief Statement #22:

We Believe that:

Citizens and leaders of tomorrow need to be able to function successfully in a global and technological society.



Residents' Comments - (Regarding Any District Related Items)

(Schnore, School Board President)

Note: As per Guidelines for Resident's Comments, please state your name, confirm you are a resident, and limit your comments to three minutes.

There were no resident comments at this time.

Board Reorganization Meeting Procedures

(Solicitor)

Solicitor Harr reviewed the School Board Reorganization Meeting procedures.

Roll Call of School Board

(Solicitor)

Solicitor Harr advised that there have been no changes and all nine Board members are still present.

Nomination / Election of Temporary President

(Schnore, School Board President)

Ms. Schnore asked for nominations for the election of a temporary President to chair the Organization Meeting.

MOTION: BY PETERSEN: I move that Mrs. Bolas be elected as temporary President of this meeting. The Board unanimously approved Mrs. Bolas being elected as temporary President of the meeting.

Solicitor Harr advised that Mrs. Bolas was now temporary President of the Organization meeting.



Recognition of Ms. Jennifer A. Schnore, 2024 School Board President

(Rozzo, Superintendent of Schools)

Mrs. Bolas and Dr. Rozzo recognized Ms. Schnore for serving as the 2024 School Board President.

Dr. Rozzo thanked Ms. Schnore for being a strong leader, noting he appreciated her support, trust, and leadership.

Ms. Schnore thanked everyone and advised she enjoyed her time as School Board President.

Election of Officers

(Temporary School Board President)

a. Election of President

(Bolas, Temporary School Board President)

MOTION:	BY BOLAS: I move that the nominations be open for the election of President of the Board of School Directors.
NOMINATIONS:	BY MASCARO: I nominate Dr. Wetzel as President of the Board of School Directors. The Board unanimously approved the nominations being closed and the Secretary be instructed to cast a unanimous ballot for the election of Dr. Danielle Wetzel as President of the Board of School Directors.



b. Election of Vice-President

(Wetzel, School Board President)

MOTION: BY WETZEL: I move that the nominations be open for the election of Vice-President of the Board of School Directors.

NOMINATIONS: BY SCHNORE: I nominate Mr. Mascaro as Vice-President of the Board of School Directors. The Board unanimously approved the nominations being closed and the Secretary be instructed to cast a unanimous ballot for the election of Mr. Michael Mascaro as Vice-President of the Board of School Directors.

Approval of 2025 Board Meeting Dates

(Rozzo, Superintendent of Schools)

Dr. Rozzo congratulated Dr. Wetzel and Mr. Mascaro.

Dr. Rozzo presented the 2025 Board Meeting Dates for approval. Mrs. Bolas advised that she has a conflict with the November Board meeting date and may miss that meeting.

MOTION: BY BOLAS: I move that the Board approve the 2025 Board Meeting dates, as listed below. Seconded by Gans and carried by unanimous voice vote:

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

Monday, January 13, 2025

(Fast Track Curriculum Recommendation Presentation @6:00pm)

Monday, February 3, 2025

Monday, March 3, 2025

Monday, April 7, 2025

Monday, May 5, 2025

Monday, June 2, 2025

(Curriculum Recommendation Presentation @6:00pm)



Wednesday, June 11, 2025

Monday, August 4, 2025

Wednesday, September 3, 2025

Monday, October 6, 2025

Monday, November 3, 2025

Wednesday, December 3, 2025

(Board Reorganization Meeting and Board Meeting)

The Board Reorganization Meeting will be held on December 3, 2025 in the District Administration Board Room.

No regular meetings will be scheduled for the month of July.

Committee meetings and special meetings may be called as needed and regular meeting dates may be modified throughout the calendar year subject to requisite notice and/or advertisement.

The Board Secretary is authorized to advertise the schedule of the 2025 regular Board 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.

Adjournment

(School Board President)

Dr. Wetzel adjourned the meeting at approximately 7:28pm on a motion from Mrs. Bolas.



UPPER ST. CLAIR SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS

Mrs. Jennifer A. Schnore, President ↔ Dr. Danielle Z. Wetzels, Vice-President
Mrs. Barbara L. Bolas ↔ Dr. Daphna Gans ↔ Ms. Kelly P. Hanna ↔ Mr. Justin Lamber
Mr. Michael R. Mascaro ↔ Mrs. Angela B. Petersen ↔ Mrs. Hallie H. Snyder
Dr. John T. Rozzo, Superintendent ↔ Mrs. Jocelyn P. Kramer, Solicitor

SCHOOL BOARD MEETING MINUTES

Monday December 4, 2024, 2024 @ 7:00pm
(Immediately following Reorganization Meeting)
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 December 2, 2024 in the District Administration Board Room.

School Board Members:

Dr. Danielle Z. Wetzels, President (in-person)
Mr. Michael R. Mascaro , Vice-President (in-person)
Mrs. Barbara L. Bolas (in-person)
Dr. Daphna Gans (in-person)
Ms. Kelly P. Hanna (in-person)
Mr. Justin Lamber (in-person)
Ms. Angela B. Petersen (in-person)
Ms. Jennifer A. Schnore (in-person)
Mrs. Hallie H. Snyder (in-person)

School Personnel:

Dr. John Rozzo, Superintendent (in-person)
Dr. Amy Pfender, Deputy Superintendent (in-person)
Mr. Scott Burchill, Director of Business & Finance (in-person)
Dr. Lou Angelo, Director of Administrative Services (in-person)
Mr. Raymond Berrott, Director of Technology (in-person)
Dr. Judith Bulazo, Director of Curriculum and Development (in-person)
Dr. Lauren Madia, Director of Pupil Services (in-person)
Mr. Daniel Snyder, Director of Operations & Facilities (in-person)
Dr. Sharon Suritsky, Director of Special Education – Substitute (in-person)
Mr. Bradley Wilson, Director of Strategic Initiatives (in-person)



Mrs. Jocelyn Kramer, Solicitor (not in attendance)
Mrs. AnneMarie Harr, Solicitor (in-person)
Mrs. Sarah MacDonald, Board Stenographer (virtual)
Mr. Daniel Seewald, Student Board Representative (not in attendance)
Ms. Isabella Donnelly, Student Board Representative (not in attendance)

Call to Order

(Wetzel, School Board President)

Dr. Wetzel called the meeting to order at approximately 7:29pm.

Residents' Comments - (Regarding Any District Related Items)

(School Board President)

Note: As per Guidelines for Resident's Comments, please state your name, confirm you are a resident, and limit your comments to three minutes.

There were no resident comments at this time.

Approval of Minutes

(Wetzel, School Board President)

Mrs. Bolas abstained from voting, as she was not in attendance for the November 12th meeting.

MOTION: BY GANS: I move that the Board approve the Meeting Minutes of the November 12, 2024 Board Meeting, as attached. Seconded by Bolas and carried by unanimous voice vote.
(voice vote)



Superintendent's Report

(Rozzo, Superintendent of Schools)

a. District Update

(Rozzo, Superintendent of Schools)

Dr. Rozzo shared good news regarding the US News World and Report which ranked both Boyce Middle School and Fort Couch Middle School within the top ten of the State. The ranking is out of 2,387 middle schools. He also noted that the three elementary buildings were in the top 1% in the State. He advised that the Winter Concert season is upon us and there will be many concerts coming up. He also gave updates about recent winter communications, PTC meetings, the school calendar, and the upcoming Strategic Initiative presentations.

b. Approval of Personnel Listings

(Rozzo, Superintendent of Schools and Pfender, Deputy Superintendent)

Dr. Rozzo reviewed the personnel listing, advising there were not many items on the listing.

MOTION: BY HANNA: I move that the Board approve the Personnel listing as presented, subject to all required pre-employment history reviews and clearance requirements. Seconded by Gans and carried by unanimous voice vote.

Administrator's Report

(Rozzo, Superintendent of Schools)

a. Approval of the following Independent Contractors

(Pfender, Deputy Superintendent)

Dr. Pfender reviewed Independent Contracts to support the Fort Couch Musical. She noted that the District has worked with both individuals on past productions.

- i. Mr. James Overly:** Fort Couch Spring Musical, for a total amount not to exceed \$1,200.00, for musical piano services.



- ii. **Mr. Robert Vukich:** Fort Couch Spring Musical, for a total amount not to exceed \$2,000.00, for set design

MOTION: BY SNYDER: I move that the Board approve the above-listed items (items i. through ii.), as presented, subject to final terms and conditions acceptable to the Superintendent and Solicitor. Seconded by Hanna and carried by unanimous voice vote.

b. Approval of Special Education Consultant Agreement
(Pfender, Deputy Superintendent)

Dr. Pfender reviewed the Special Education Consultant Agreement with Dr. Suritsky.

MOTION: BY LAMBER: I move that the Board approve the Special Education Consultant Agreement, on terms and conditions acceptable to the Superintendent and Solicitor. Seconded by Snyder and carried by unanimous voice vote.

c. Authorization to engage in Participant Agreement with the Pennsylvania Higher Education Assistance Agency (PHEAA)
(Pfender, Deputy Superintendent)

Dr. Pfender reviewed the Participant Agreement to support the PA Student Teacher Support program, which is at no cost to the District. She explained the program was developed to help increase teacher candidate pools within the State.

Dr. Gans advised that she thinks the program is great and she is excited for the District to take part in it. She asked if the District will still have the right to know who the student teachers are and that the student teachers will still go through the proper training and District processes. Dr. Pfender confirmed that yes, that teachers will still go through the District processes and receive proper training.

MOTION: BY MASCARO: I move that the Board authorize the District to engage in a participant agreement with PHEAA for the Pennsylvania Student Teacher Support Program, at no cost to the District, with the District serving as a pass through of funds for student teachers, subject to final terms and conditions acceptable to the Superintendent and Solicitor. Seconded by Lamber and carried by unanimous voice vote.



d. Approval of Resolution 2024-12-02 Amending Project Definition in the Debt Ordinance
(Burchill, Director of Business & Finance)

Mr. Burchill reviewed resolution 2024-12-02 to amend project definition in the debt ordinance, which was enacted August 7th. He advised the amendment will give the District greater flexibility.

MOTION: BY PETERSEN: I move that the Board approve an amendment to the definition of “Project” included in the August 7, 2024 Debt Ordinance of the District, to allow for great flexibility in capital improvements to District facilities. Seconded by Mascaro and carried by unanimous voice vote.

e. Approval of the following Student Support Services Agreements for Translation and Interpretation Services
(Madia, Director of Pupil Services)

Dr. Madia reviewed the student support services agreements for translation and interpretation services with Transperfect and Global Wordsmiths.

- i. Global Wordsmiths:** Two Year Agreement to provide spoken interpretation and written translation services for a period of January 1, 2025 through December 31, 2026, at fees listed on the agreement.
- ii. MOUs with the AIU:** Transperfect Remote Interpreting to provide access to written translation through an AI portal, at a one-time annual fee of \$500.00, to begin on January 10, 2025 and to provide telephone voice interpretation, at rates listed on the MOU, for a term of February 10, 2025 through February 10, 2026.

MOTION: BY SCHNORE: I move that the Board approve the above-listed agreements (items i. through ii.), subject to final terms and conditions acceptable to the Superintendent and Solicitor. Seconded by Petersen and carried by unanimous voice vote.



f. Approval of Upgrades to High School Gymnasiums

(Angelo, Director of Administrative Services)

Dr. Angelo reviewed the contracts for upgrades to the High School Gymnasiums. Upgrades will be completed by COSTARS contractors Maffei Strayer, M.T. Christian Painting, and Pioneer Manufacturing Co.

Mrs. Snyder asked questions about hand railings being removed in the gymnasium. Dr. Angelo advised that he was unsure why they were all removed. Mrs. Snyder also asked if the new bleachers are retractable. Dr. Angelo advised that the new bleachers are retractable. Mrs. Hanna asked if the new bleachers would be steep. Dr. Angelo advised that the new bleachers will be the same dimensions as the current bleachers. Mrs. Bolas advised she appreciated all of the work that is being done to help keep the schools looking great and functioning well.

- i. Maffei Strayer** - COSTARS #014-E22-227: Bleacher replacement in both High School Gymnasiums.
- ii. M.T. Christian Painting** - COSTARS #008-E24-1282: Painting in both High School Gymnasiums.
- iii. Pioneer Manufacturing Co (Pioneer Athletics)** - COSTARS # 014-E22-264: Wall padding in the main Gymnasium.

MOTION: BY BOLAS: I move that the Board approve the above-listed items (items i. through iii.) for upgrades to High School Gymnasiums, at a total cost not to exceed \$698,987.00, which includes a 10% contingency, subject to final terms and conditions acceptable to the Superintendent and Solicitor.



Business & Finance

(Burchill, Director of Business & Finance)

a. Approval of Depository and Treasurer's Report - December 2, 2024

Approval of Supplemental Report - December 2, 2024

(Burchill, Director of Business & Finance)

MOTION: BY GANS: I move that the Board approve the Treasurer's Report including approval of a depository, total Bill List, and check File Listing, as attached and as follows. Seconded by Bolas and carried by unanimous voice vote:

Fund 10 (General Fund): \$1,868,898.57

b. Approval of Expenses and Agreements between December 2, 2024 through January 13, 2025 to be Ratified at the January 13, 2025 School Board Meeting

(Burchill, Director of Business & Finance)

Mr. Burchill reviewed the approval of expenses and agreements between December 2, 2024 through January 13, 2025. Any approvals made during that timeframe will be ratified at the January 13th Board Meeting.

MOTION: BY HANNA: I move that the Board authorize the normal, customary and regular payments of salaries, benefits, and other Expenses and authorize the Superintendent to enter into time-sensitive agreements between December 2, 2024 through January 13, 2025, to be considered for approval/ratification at the January 13, 2025 School Board Meeting. Seconded by Gans and carried by unanimous voice vote.

Committee Reports

(Wetzel, School Board President)

Mrs. Bolas gave a Committee Report from PSBA. She reported on a PSBA webinar where discussion centers on what courts are doing with decisions from the US Supreme Court, and discussion on cases accepted for review. She noted that January is School Board Recognition Month and she also reviewed Board Governance, PSBA Travel Insurance, and updated records with PSBA, so new officers are listed correctly for the 2025 term.



Matters of Information/Other

(Rozzo, Superintendent of Schools)

Dr. Rozzo gave an update from the Supplemental Funding Committee and advised that a first meeting has been scheduled for before Break. He noted that he was looking forward to sharing an update with everyone.

Dr. Rozzo also shared feedback he received from a member of the graduating class of 1974. He advised that the alumni was very impressed with the school, students, and facilities.

a. Recognition of Gifts to Schools, Awards and Scholarships for 2023-2024

(Burchill, Director of Business & Finance)

Mr. Buchill presented the gifts to schools, awards, and scholarship for 2023-2024. He thanked everyone, especially the parent teacher organizations for their donations.

Announcement Regarding Executive Session

(Wetzel, School Board President)

Dr. Wetzel announced the following executive session:

- a.** Executive Session was held at 6:15pm on December 2, 2024 for personnel.

Adjournment

(Wetzel, School Board President)

Dr. Wetzel adjourned the meeting at approximately 8:00pm, on a motion from Mrs. Bolas.



Signed by:

Dr. Danielle Z. Wetzel

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Dr. Danielle Z. Wetzel, President

BOARD OF SCHOOL DIRECTORS

DocuSigned by:

Scott P. Burchill

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Scott P. Burchill, Secretary

BOARD OF SCHOOL DIRECTORS

DocuSigned by:

Sarah MacDonald

633FB430F48A425...

Submitted by: Sarah MacDonald

SCHOOL BOARD STENOGRAPHER



UPPER ST. CLAIR SCHOOL DISTRICT

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Dr. John T. Rozzo, Superintendent ↔ Mrs. Jocelyn P. Kramer, Solicitor

SCHOOL BOARD MEETING

Monday December 4, 2024, 2024 @ 7:00pm
(Immediately following Reorganization Meeting)
District Administration Building Board Room

PUBLIC AGENDA

1. Call to Order

(School Board President)

2. Residents' Comments - (Regarding Any District Related Items)

(School Board President)

Note: As per Guidelines for Resident's Comments, please state your name, confirm you are a resident, and limit your comments to three minutes.

3. Approval of Minutes

(School Board President)

ATTACHED

MOTION: I move that the Board approve the Meeting Minutes of the
November 12, 2024 Board Meeting, as attached.
(voice vote)



4. Superintendent's Report

(Rozzo, Superintendent of Schools)

a. District Update

(Rozzo, Superintendent of Schools)

b. Approval of Personnel Listings

(Rozzo, Superintendent of Schools and Pfender, Deputy Superintendent)

ATTACHED

MOTION: I move that the Board approve the Personnel listing as presented, subject to all required pre-employment history reviews and clearance requirements.
(voice vote)

5. Administrator's Report

(Rozzo, Superintendent of Schools)

a. Approval of the following Independent Contractors

(Pfender, Deputy Superintendent)

i. Mr. James Overly: Fort Couch Spring Musical, for a total amount not to exceed \$1,200.00, for musical piano services.

ii. Mr. Robert Vukich: Fort Couch Spring Musical, for a total amount not to exceed \$2,000.00, for set design

MOTION: I move that the Board approve the above-listed items (items i. through ii.), as presented, subject to final terms and conditions acceptable to the Superintendent and Solicitor.
(voice vote)

b. Approval of Special Education Consultant Agreement

(Pfender, Deputy Superintendent)

MOTION: I move that the Board approve the Special Education Consultant Agreement, on terms and conditions acceptable to the Superintendent and Solicitor.
(voice vote)



c. Authorization to engage in Participant Agreement with the Pennsylvania Higher Education Assistance Agency (PHEAA)

(Pfender, Deputy Superintendent)

MOTION: I move that the Board authorize the District to engage in a participant agreement with PHEAA for the Pennsylvania Student Teacher Support Program, at no cost to the District, with the District serving as a pass through of funds for student teachers, subject to final terms and conditions acceptable to the Superintendent and Solicitor.

(voice vote)

d. Approval of Resolution 2024-12-02 Amending Project Definition in the Debt Ordinance

(Burchill, Director of Business & Finance)

MOTION: I move that the Board approve an amendment to the definition of “Project” included in the August 7, 2024 Debt Ordinance of the District, to allow for great flexibility in capital improvements to District facilities.

(voice vote)



e. Approval of the following Student Support Services Agreements for Translation and Interpretation Services

(Madia, Director of Pupil Services)

- i. Global Wordsmiths:** Two Year Agreement to provide spoken interpretation and written translation services for a period of January 1, 2025 through December 31, 2026, at fees listed on the agreement.
- ii. MOUs with the AIU:** Transperfect Remote Interpreting to provide access to written translation through an AI portal, at a one-time annual fee of \$500.00, to begin on January 10, 2025 and to provide telephone voice interpretation, at rates listed on the MOU, for a term of February 10, 2025 through February 10, 2026.

MOTION: I move that the Board approve the above-listed agreements (items i. through ii.), subject to final terms and conditions acceptable to the Superintendent and Solicitor.
(voice vote)



f. Approval of Upgrades to High School Gymnasiums

(Angelo, Director of Administrative Services)

- i. Maffei Strayer** - COSTARS #014-E22-227: Bleacher replacement in both High School Gymnasiums.
- ii. M.T. Christian Painting** - COSTARS #008-E24-1282: Painting in both High School Gymnasiums.
- iii. Pioneer Manufacturing Co (Pioneer Athletics)** - COSTARS # 014-E22-264: Wall padding in the main Gymnasium.

MOTION: I move that the Board approve the above-listed items (items i. through iii.) for upgrades to High School Gymnasiums, at a total cost not to exceed \$698,987.00, which includes a 10% contingency, subject to final terms and conditions acceptable to the Superintendent and Solicitor.
(voice vote)

13. Business & Finance

(Burchill, Director of Business & Finance)

a. Approval of Depository and Treasurer's Report - December 2, 2024

b. Approval of Supplemental Report - December 2, 2024

(Burchill, Director of Business & Finance)

ATTACHED

MOTION: I move that the Board approve the Treasurer's Report including approval of a depository, total Bill List, and check File Listing, as attached and as follows:
(voice vote)

Fund 10 (General Fund): \$1,868,898.57



c. Approval of Expenses and Agreements between December 2, 2024 through January 13, 2025 to be Ratified at the January 13, 2025 School Board Meeting

(Burchill, Director of Business & Finance)

MOTION: I move that the Board authorize the normal, customary and regular payments of salaries, benefits, and other Expenses and authorize the Superintendent to enter into time-sensitive agreements between December 2, 2024 through January 13, 2025, to be considered for approval/ratification at the January 13, 2025 School Board Meeting.
(voice vote)

14. Committee Reports

(School Board President)

15. Matters of Information/Other

(Rozzo, Superintendent of Schools)

a. Recognition of Gifts to Schools, Awards and Scholarships for 2023-2024

(Burchill, Director of Business & Finance)

16. Announcement Regarding Executive Session

(School Board President)

- a.** Executive Session was held at 6:15pm on December 2, 2024 for personnel.

17. Adjournment

(School Board President)

*Meetings are recorded and will be broadcast
on the District's website at www.uscsd.k12.pa.us*



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Dr. John T. Rozzo, Superintendent ↔ Mrs. Jocelyn P. Kramer, Solicitor

SCHOOL BOARD MEETING MINUTES

Tuesday, November 12, 2024 @ 7:00pm

Executive Session @ 6:15 pm (Personnel and Legal Matters)

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 12, 2024 in the District Administration Board Room.

School Board Members:

Mrs. Jennifer A. Schnore, President (in-person)
Dr. Danielle Z. Wetzel, Vice-President (in-person)
Mrs. Barbara L. Bolas (not in attendance)
Dr. Daphna Gans (in-person)
Ms. Kelly P. Hanna (in-person)
Mr. Justin Lamber (in-person)
Mr. Michael R. Mascaro (in-person)
Ms. Angela B. Petersen (in-person)
Mrs. Hallie H. Snyder (in-person)

School Personnel:

Dr. John Rozzo, Superintendent (in-person)
Dr. Amy Pfender, Deputy Superintendent (in-person)
Mr. Scott Burchill, Director of Business & Finance (in-person)
Dr. Lou Angelo, Director of Administrative Services (in-person)
Mr. Raymond Berrott, Director of Technology (not in attendance)
Dr. Judith Bulazo, Director of Curriculum and Development (in-person)

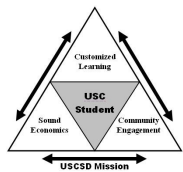


Dr. Lauren Madia, Director of Pupil Services (in-person)
Mr. Daniel Snyder, Director of Operations & Facilities (in-person)
Dr. Sharon Suritsky, Director of Special Education – Substitute (in-person)
Mr. Bradley Wilson, Director of Strategic Initiatives (in-person)
Mrs. Jocelyn Kramer, Solicitor (in-person)
Mrs. Sarah MacDonald, Board Stenographer (virtual)
Mr. Daniel Seewald, Student Board Representative (in-person)
Ms. Isabella Donnelly, Student Board Representative (not in attendance)

Call to Order & Pledge of Allegiance

(Schnore, School Board President)

Ms. Schnore called the meeting to order at 7:07pm.



Roll Call of School Board

(Solicitor)

Solicitor Kramer took a roll call vote of the Board:

Mrs. Bolas - not present
Ms. Hanna - present
Dr. Gans - present
Mr. Lamber - present
Mr. Mascaro - present
Ms. Petersen - present
Ms. Schnore - present
Mrs. Snyder - present
Dr. Wetzl - present

Solicitor Kramer advised that eight Board members were present and one Board member was not in attendance.



Reading of the Mission:

(Schnore, School Board President)

Dr. Wetzel 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 #21 from Strategic Plan:

(Schnore, School Board President)

Dr. Gans read the following Shared Belief Statement #21:

We Believe that:

Thoughtful practices of a school and community can foster a sense of environmental stewardship in students.

Residents' Comments - (Regarding Any District Related Items)

(Schnore, School Board President)

Note: As per Guidelines for Resident's Comments, please state your name, confirm you are a resident, and limit your comments to three minutes.

There were no resident comments at this time.

Approval of Minutes

(Schnore, School Board President)

MOTION: BY HANNA: I move that the Board approve the Meeting Minutes of the October 21, 2024 Board Meeting, as attached. Seconded by Gans and carried by unanimous voice vote.



Student Board Representative Report

Mr. Jack Yurcich and Ms. Isabella Donnelly
(Schnore, School Board President)

Ms. Donnelly was not in attendance. Mr. Yurcich reported on the arts, athletics, activities and academics.

Approval of Supplemental Funding Committee

(Schnore, School Board President)

Ms. Schnore reported on the Supplemental Funding Committee. She advised that in accordance with Policy 005 and Board member requests, she was requesting approval to create an Ad hoc Committee to explore supplemental funding and secure alternative or supplemental funding from outside sources. She reported that the Committee will not have authority to take official action or render advice.

Ms. Schnore advised that the Committee members appointed are as follows: Mr. Mascaro as Committee Chair, and Dr. Gans and Ms. Petersen as Committee members.

MOTION: BY MASCARO: I move that the Board approve the Supplemental Funding Committee, as presented, with a scope and purpose set by the Board President.
Seconded by Hanna and carried by unanimous voice vote.

Superintendent's Report

(Rozzo, Superintendent of Schools)

a. District Update

(Rozzo, Superintendent of Schools)

Dr. Rozzo gave District updates on several items. He congratulated Dr. Daniel Beck on his award of PA Principal of the year, noting that Dr. Beck is truly student-centered and the District is very proud of him. Dr. Rozzo also gave an update on the leasing agenda item from the last Board meeting. He explained that the District would only be moving forward with a one-year lease and that he has tasked the facilities team with finding a long-term space for the robotics team on-site within the District. He also noted that Mr. Berrott has worked to keep the price of the utilities down in the leased space during the one-year lease. Finally, he spoke about the next strategic update, which will take place at the January meeting. He advised that the update will be regarding artificial intelligence. He thanked Mr. Wilson, Dr. Beck, and Dr. Bulazo for their work on the artificial intelligence team.



b. Approve Class Action Litigation Participation Resolution 2024-11-12A

(Kramer, Solicitor)

Solicitor Kramer requested authorization for the District to join litigation, for a claim against insulin manufacturers and pharmacies who overpriced insulin causing absorbent costs to Districts.

MOTION: BY LAMBER: I move that the Board approve the Class Action Litigation Resolution 2024-11-12A, as presented. Seconded by Mascaro and carried by unanimous voice vote.

c. Retroactive Approval of Revisions to 2024-2025 School Calendar

(Rozzo, Superintendent of Schools)

Dr. Rozzo requested retroactive approval of the 2024-2025 school calendar. He advised that the revised calendar was recently communicated to staff and parents. He explained that the District will be closed Thursday and Friday immediately following winter break. He gave the rationale for additional closures, citing a change in the Department of Education required days, as well as a concern about essential staff members not being in attendance on those days.

MOTION: BY SNYDER: I move that the Board retroactively approve revisions to the 2024-2025 School Calendar, as presented. Seconded by Lamber and carried by unanimous voice vote.

d. Approval of Act 1 Index Resolution 2024-11-12B

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

Dr. Rozzo and Mr. Burchill requested approval of the Act 1 Index Resolution 2024-11-12B for the upcoming budget year. They explained that the Act 1 Index is the maximum amount the District may increase taxes.

MOTION: BY PETERSEN: I move that the Board adopt the Act 1 Resolution 2024-11-12B certifying that the School District will not raise taxes for the 2025-2026 school year beyond a rate that exceeds the index of 4%, as calculated by the Department of Education. Seconded by Snyder and carried by unanimous voice vote.



e. Approval of Staffing Resolution 2024-14

(Rozzo, Superintendent of Schools and Pfender, Deputy Superintendent)

- i. Decrease: Boyce German Teacher from 0.75 to 0.50
(Resolution 2024-14)**

Dr. Pfender reviewed the staffing resolution 2024-14, to decrease a Boyce German Teacher position from 0.75 to 0.50. She advised the change will be effective next year and will not impact instruction. She also noted that the District will be able to meet the needs of students with the 0.50 position.

MOTION: BY WETZEL: I move that the Board approve Staffing Resolution 2024-14 as listed above. Seconded by Petersen and carried by unanimous voice vote.

f. Approval of Personnel Listings

(Rozzo, Superintendent of Schools and Pfender, Deputy Superintendent)

Dr. Rozzo advised that the Personnel Listing will need to be updated, as an item on the Listing includes hiring an athletic trainer. He reported that in order to complete due diligence, the athletic trainer hiring will be postponed and the Personnel Listing will be updated to reflect this change.

MOTION: BY GANS: I move that the Board approve the Personnel listing as presented, subject to all required pre-employment history reviews and clearance requirements. Seconded by Wetzel and carried by unanimous voice vote.



Administrator's Report

(Rozzo, Superintendent of Schools)

a. Approval of Affiliation Agreement with Carlow University

(Rozzo, Superintendent of Schools)

Dr. Rozzo requested approval of an affiliation agreement with Carlow University. The Agreement is a standard Agreement that the District issues when partnering with a college and/or university for student teacher or intern placements.

MOTION: BY HANNA: I move that the Board approve the Affiliation Agreement with Carlow University, subject to final terms and conditions acceptable to the Superintendent and Solicitor. Seconded by Gans and carried by unanimous voice vote.

b. Approval of Special Education Settlement Agreement

(Suritsky, Substitute Director of Special Education)

MOTION: BY MASCARO: I move that the Board approve the Special Education Settlement Agreement 2024-11-12, on terms and conditions approved by the Superintendent and Solicitor. Seconded by Hanna and carried by unanimous voice vote.

c. Approval of Contract with The University School

(Suritsky, Substitute Director of Special Education)

Dr. Suritsky requested approval of the contract with The University School for one student.

MOTION: BY LAMBER: I move that the Board approve the Enrollment Contract with The University School, for one student, at a cost of \$13,750.00 for the second semester, subject to final terms and conditions acceptable to the Superintendent and Solicitor. Seconded by Mascaro and carried by unanimous voice vote.



d. Approval of Substitute Incentive Plan

(Pfender, Deputy Superintendent)

Dr. Pfender requested approval of the Substitute Incentive Plan, noting that the original plan was requested in 2019. She advised that the updated plan will make adjustments to the payout duration and will change incentive costs.

MOTION: BY SNYDER: I move that the Board approve the Substitute Incentive Plan, as presented. Seconded by Lamber and carried by unanimous voice vote.

e. Approval of Agreement with Music Theater International (MTI) for the Fort Couch Middle School Spring Musical

(Pfender, Deputy Superintendent)

Dr. Pfender requested approval of the agreement with MTI for the Fort Couch Spring Musical. She noted that the name of the musical is not listed, as it is a surprise for the students.

MOTION: BY PETERSEN: I move that the Board approve the Agreement with MTI for the Fort Couch Middle School Spring Musical, at a total cost not to exceed \$4,000.00, subject to final terms and conditions acceptable to the Superintendent and Solicitor. Seconded by Snyder and carried by unanimous voice vote.

f. Approval of Local Education Agency (LEA) Letter of Agreement

(Madia, Director of Pupil Services)

Dr. Madia requested approval of an LEA Letter of Agreement for children experiencing homelessness. She explained that the purpose of the agreement is to ensure educational stability for students experiencing homelessness.

MOTION: BY WETZEL: I move that the Board approve the LEA Letter of Agreement for Pennsylvania's Education for Children and Youth Experiencing Homelessness (ECYEH) Program Roles and Responsibilities, for the 2024-2025 school year, subject to final terms and conditions acceptable to the Superintendent and Solicitor. Seconded by Petersen and carried by unanimous voice vote.



g. Approval to Purchase Transportation Vehicles from Myers Equipment Corp.

(Angelo, Director of Administrative Services)

Dr. Angelo requested approval to purchase transportation vehicles from Myers Equipment Corp.. The District plans to purchase four 72 passenger school buses and one wheelchair accessible bus. He noted that the purchase is part of the transportation fleet replacement program with the old buses being sold at auction. He advised that the purchase of buses will be paid through the capital reserved budget.

Mrs. Petersen asked about the delivery time for the buses. Dr. Angelo advised they should be delivered in August.

MOTION: BY GANS: I move that the Board approve the purchase of four 72-passenger buses and one 48-passenger wheelchair-accessible bus, for the 2025-2026 school year, at a total cost of \$672,760.00, subject to final terms and conditions acceptable to the Superintendent and Solicitor. Seconded by Wetzel and carried by unanimous voice vote.

h. Approval of Booster Organizations and Club Sports

(Burchill, Director of Business & Finance)

Mr. Burchill requested approval of the booster organizations and club sports, which is an annual agenda item.

MOTION: BY HANNA: I move that the Board approve the recognition of Booster Organizations and Club Sports, contingent upon compliance with Board Policies. Seconded by Gans and carried by unanimous voice Vote.



i. Approval of Agreements with Boy Scouts of America

(Burchill, Director of Business & Finance)

Mr. Burchill requested approval of the agreements with the Boy Scouts of America for several group student trips, specifically at Fort Couch and the High School.

MOTION: BY MASCARO: I move that the Board approve the Hold Harmless Contract and Letter of Agreement and Consent Form with the Boy Scouts of America for the Ropes Courses at Camp Guyasuta, subject to final terms and conditions acceptable to the Superintendent and Solicitor. Seconded by Hanna and carried by unanimous voice vote.
(voice vote)

Business & Finance

(Burchill, Director of Business & Finance)

a. Approval of Supplemental Report - November 12, 2024

(Burchill, Director of Business & Finance)

Mr. Burchill reviewed the Supplemental Report.

MOTION: BY LAMBER: I move that the Board approve the Treasurer's Report including approval of total Bill List and check File Listing, as follows. Seconded by Mascaro and carried by unanimous voice vote. :

Fund 10 (General Fund): \$1,374,280.24

Fund 39 (Construction Fund): \$19,830.00

Fund 51 (School Lunch Fund): \$140,834.61



b. Approval of Allegheny Intermediate Unit (AIU) Joint Purchasing Program Resolution 2024-11-12C and Appointment of Representatives

(Burchill, Director of Business & Finance)

Mr. Burchill requested approval of the AIU Joint Purchasing Program Resolution. He advised that Resolution is an annual agenda item, which allows the District to participate in cost sharing, bids, equipment, and services.

MOTION: BY SNYDER: I move that the Board approve the AIU Joint Purchasing Program Resolution 2024-11-12C and participation in and appointment of representatives to the AIU Joint Purchasing Program for the 2025-2026 school year, as attached. Seconded by Lamber and carried by unanimous voice vote.

Committee Reports

(Schnore, School Board President)

Dr. Gans gave a Committee Report from the PTC. She advised that the Wellness Committee recently had their second meeting for the book club, which is a collaboration between District administration and PTC Wellness. She advised there will be an evening meeting available in March.

Ms. Hanna gave a Committee Report from the PSBA Legislative platform, which is the platform that PSBA wishes to address with the State.

Matters of Information/Other

(Rozzo, Superintendent of Schools)

Dr. Rozzo advised there were no matters of information for this agenda.



Announcement Regarding Executive Session

(Schnore, School Board President)

Ms. Schnore made the following announcement:

- a. Executive Session was held at 6:15 pm on November 12, 2024 for personnel and legal matters.

Adjournment

(Schnore, School Board President)

Ms. Schnore adjourned the meeting at approximately 7:50pm.

Ms. Jennifer Schnore, President
BOARD OF SCHOOL DIRECTORS

Scott P. Burchill, Secretary
BOARD OF SCHOOL DIRECTORS

Submitted by: Sarah MacDonald
SCHOOL BOARD STENOGRAPHER

Board Meeting
Personnel List
December 2, 2024

ELECTION

Staff Name	Location	New Assignment	New Assignment Status	Effective Date
Ball, Allison	High School	Assistant Coach: High School Girls Wrestling	ECA	TBD
Cvetkovic, Verica	Boyce	Choral: Boyce Assistant Director	ECA	11-11-24 through 04-18-25
Dewick, Olivia	High School	Assistant Coach: High School Softball	ECA	03-04-25 through 05-10-25
Folino, Domineco	Ft. Couch	Assistant Coach: Middle School Wrestling	ECA	11-20-24 through 02-06-25
Glover, Christin	Substitute	Substitute Teacher (Certified)	Substitute	11-22-24
Goldbach, Alexandra	High School	1.0 Math Teacher- (LTS J. Nicholson)	LTS	TBD
Gremba, Edward	High School	Custodian	FT	TBD
Heller, Oscar	High School	Coach: Speech and Debate	Volunteer	2024-2025 School Year
Hillman, Todd	High School	Assistant Coach: High School Diving	ECA	11-15-24 through 02-06-25
McFarland, Jessica	Substitute	Substitute Van Driver	PT	11-25-24
Perez, Daymalu	High School	Nutrition Center General Worker	PT	12-05-24
Pollock, James	Ft. Couch	Assistant Coach: Middle School Wrestling	ECA	11-15-24 through 02-06-25
Pugh, Katie	High School	Head Coach: High School Softball (Varsity)	ECA	TBD
Reynolds, Logan	High School	Assistant Coach: Speech & Debate	ECA	2024-2025 School Year
Schmidt, Wolfram	High School	Assistant Coach: High School Rifle	Volunteer	11-21-24 through 02-06-25
Smarra, Natalya	High School	Assistant Coach: High School Softball (JV)	ECA	TBD
Starkey, Ella	Ft. Couch	Assistant Coach: Middle School Wrestling	ECA	11-15-24 through 02-06-25

CHANGE OF STATUS

Staff Name	Location	Current Assignment	Current Assignment Status	New Assignment	New Assignment Status	Effective Date
Campbell, Alexander	Streams	1.0 Teacher Aide	FT	1.0 Gifted Teacher (M. Quinn-Per-diem)	Substitute	11-25-24 through 01-07-25
Cosnek, Steven	Streams	1.0 Music Teacher	FT	Personal Leave of Absence	Leave	Beginning 11-07-24
Matz, John	High School	1.0 Maintenance Technician	FT	Personal Leave of Absence	Leave	Beginning 11-12-24

REAPPOINTMENT

Staff Name	Location	Current Assignment	Current Assignment Status	Effective Date
Bradford, Lauren	High School	Volunteer Sponsor: Girls Gymnastics	Volunteer	11-15-24 through 02-06-25
Schetley, Jennifer	Boyce	Choral: Boyce Director	ECA	2024-2025 School Year
Taylor, Mia	Boyce	Spring Musical: Technical Director	ECA	2024-2025 School Year

RESIGNATION

Staff Name	Location	Current Assignment	Current Assignment Status	Effective Date
Martini, Robert	Ft. Couch	Nutrition Center General Worker	PT	11-12-24
Matrascia, Sarah	Ft. Couch	1.0 School Counselor - LTS (J. Palmer)	LTS	11-22-24

RETIREMENT

Staff Name	Location	Current Assignment	Current Assignment Status	Effective Date
King, Carole	Eisenhower	1.0 Teacher Aide	FT	02-14-25

INFORMATION ONLY

Andler, Rachel (Director of Special Education) Start Date changed FROM TBD to 12-20-24

Baker, Victoria (Boyce 1.0 Teacher Aide) Start Date changed FROM TBD TO 12-5-24

Mente, Danial (Ft. Couch Nutrition Center General Worker) Start Date change FROM 11-13-24 TO 11-18-24

David, Samuel (High School 1.0 Custodian) Change Personal Leave of Absence FROM Beginning 09-10-24 TO 09-09-24 through 11-22-24

Huckestein, Karen (High School 1.0 Secretary) Change Personal Leave of Absence Beginning 11-11-24 TO Personal Leave of Absence Rescinded

Memo

To: Dr. John Rozzo, USC Board Members

From: Scott P. Burchill *SPB*

Date: December 2, 2024

RE: **FINANCIAL SUMMARY AND PRELIMINARY FINANCIAL STATEMENTS FOR THE PERIOD ENDED OCTOBER 31, 2023 (PRELIMINARY AND UNAUDITED)**

Financial statements for the General Fund, Food Service Fund, Capital Reserve Fund and Construction Fund for the period ended October 31, 2024, are enclosed for your review. The reports reflect the realized revenues and expenses incurred from July 1, 2023, through October 31, 2024.

Included in this month's treasurer's report is the approval of the following depository:

Univest Bank and Trust Co
14 North Main St
Souderton, PA 18964

The District secured a 9-month CD at 4.75% with Univest Bank. The Bank provided an FHLB letter of credit per Act 72 for collateralization. The Bank provides collateral consisting of irrevocable letters of credit issued through the Federal Home Loan Bank of Pittsburgh, as well as approved securities, as outlined in United States Treasury tax and loan accounts under the provisions of United States Treasury Circular No. 92. These assets are held in segregated custodial accounts at the Federal Reserve Bank of Philadelphia and/or the Federal Home Loan Bank of Pittsburgh. PSDLAF uses Univest Bank for their pooled asset accounts.

GENERAL FUND

	2024-25	2024-25 through October 31, 2024		2023-24	2023-24 through October 31, 2023	
<i>(in millions of dollars)</i>	Budgeted	Actual	% of Budget	Budgeted	Actual	% of Budget
Current Real Estate Revenues	\$69.08	\$64.16	93%	\$67.45	\$63.72	94%
EIT	\$7.67	\$2.01	26%	\$6.77	\$1.76	26%
All Other Local Revenues	\$5.22	\$2.18	42%	\$4.62	\$2.27	49%
State Revenues	\$21.88	\$8.01	37%	\$20.84	\$7.03	34%
Federal Revenues	\$0.51	\$0.06	12%	\$0.47	\$0.00	0%
All Other	\$0.10	\$0.01	0%	\$0.10	\$0.03	0%
Total Revenues	\$104.46	\$76.43	73%	\$100.25	\$74.81	75%
Expenditures	\$104.45	\$30.50	29%	\$100.25	\$29.53	29%
Revenues less Expenditures	\$0.010	\$45.93		\$0.000	\$45.28	

Balance Sheet	As of June 30, 2023 (Audited)	As of October 31, 2024 (Unaudited)
Cash and Marketable Securities	\$22,913,179	\$53,218,707
Total Assets	\$28,147,150	\$65,185,780
Total Liabilities	\$16,629,372	\$6,843,043
Nonspendable Reserves	\$398,380	\$398,380
Adjustment to Fund Balance		\$46,824,959
Fund Balance	\$11,119,398	\$11,119,398

The General Fund expenditures are approximately the same as last year on a percentage basis. Compared to last year at the end of October, investment income declined approximately 14% due to the market. Also, real estate revenue is slightly behind last year on a percentage of total budgeted revenue.

FOOD SERVICE FUND

	2024-25	2024-25 through October 31, 2024	2023-24	2023-24 through October 31, 2023
<i>(in millions of dollars)</i>	Budgeted	Actual	Budgeted	Actual
Revenues	\$2,311,138	\$629,756	\$2,236,444	\$440,659
Expenditures	\$2,341,592	\$509,869	\$2,203,510	\$577,392
Net	(\$30,454)	\$119,887	\$32,934	(\$136,733)

	As of June 30, 2023 (Audited)	As of October 31, 2024 (Unaudited)
Cash and Marketable Securities	\$1,038,661	\$1,271,371
Total Assets	\$1,176,372	\$1,430,574
Total Liabilities	\$689,357	\$866,456
Unassigned Fund Balance	\$487,015	\$564,118

Federal reimbursement for subsidized meals had not been received through October 31, 2023, accounting for the difference between school years.

CAPITAL RESERVE FUND

	2024-25	2024-25 through October 31, 2024	2023-24	2023-24 through October 31, 2023
Revenues	1,655,000	1,671,879	270,000	429,907
Expenditures	1,655,282	892,440	276,497	1,234,418
Net	(282)	779,439	(6,497)	(804,511)

	As of June 30, 2023 (Audited)	October 31, 2024 (Unaudited)
Cash and Marketable Securities	629,973	685,970
Total Assets	1,483,221	685,970
Total Liabilities	246,054	1,088
Encumbrances	0	0
Adjustment to Fund Balance	0	779,439
Assigned Fund Balance	1,237,167	(94,557)
Total Reserves	1,237,167	684,882

CONSTRUCTION FUND

	2024-25 through October 31, 2024		2023-24 through October 31, 2023
Revenues	\$157,940		\$8,308,407
Expenditures	\$1,140,342		\$2,025,617
<i>Net</i>	<i>(\$982,402)</i>		<i>\$6,282,790</i>

	As of June 30, 2023 (Audited)	As of October 31, 2024 (Unaudited)
Cash and Marketable Securities	\$236,986	\$3,700,452
Total Assets	\$236,985	\$3,700,452
Total Liabilities	\$0	\$0
Restricted Fund Balance	\$0	\$0
<i>Fund Balance</i>	<i>\$236,985</i>	<i>\$4,682,854</i>

BUDGET TRANSFERS

There are no budget transfers presented for approval this month.

BILL LIST

The bill list is included in the supplemental financial report for your review and approval.



Memo

To: Dr. Rozzo, USC Board Members
From: Scott P. Burchill
Date: December 2, 2024
RE: SUPPLEMENTAL FINANCIAL REPORT

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

2024-25	GEN. FUND 10
CHECK LIST-Board Mtg. 12/2/24	\$860,199.14
ACH PAYMENT-Board Mtg. 12/2/24	\$43,511.39
ACH PAYMENT-ACSHIC NOV. 2024	\$965,188.04
TOTAL	\$1,868,898.57

The credit card bill for November purchases will be provided in January.