

FOX CHAPEL AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

Regular Business Meeting
February 10, 2025 – 7 p.m.
Hartwood 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

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• **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 combined agenda study session and regular business meeting dated January 13, 2025.

* **Motion:** Moved by _____ and seconded by _____, that the minutes of the combined agenda study session and regular business meeting dated January 13, 2025, 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)

1. **Acceptance of Bid and Award of Electrical Construction Contract
High School Panel Feeder Replacement Project**

- Accept the bid and approve to award a contract as attached to the bidder listed below on the high school panel feeder replacement project, conditioned upon the contractor completing their post-bid award documents.

To Right Electric Inc., for the Electrical Construction Contract, with a Base Bid amount of \$40,000.

**2. Authorization to Advertise for Bids
Fox Chapel Area High School
Domestic Water Line and Service Replacement Project**

- Authorize the advertisement of bids for the Fox Chapel Area High School domestic water line and service replacement project.

**3. Authorization to Advertise for Bids
Fairview Elementary School Window Replacement Project**

- Authorize the advertisement of bids for the Fairview Elementary School window replacement project.

**4. Canzian/Johnston & Associates, LLC – Agreement
Fairview Elementary School Window Replacement Project**

- Approve the agreement as attached between the Fox Chapel Area School District and Canzian/Johnston & Associates, LLC for architectural services related to the Fairview Elementary School window replacement project at a cost of \$42,000. **This is a new agreement.**

5. ABC Transit, Inc. – Agreement

- Approve the agreement as attached between the Fox Chapel Area School District and ABC Transit, Inc. for transportation services for the period July 1, 2025, through June 30, 2030. **This is a renewal of services.**

* **Motion:** Moved by _____ and seconded by _____,
that Facilities / Transportation items 1, 2, 3, 4, and 5 are approved.

Roll Call Vote:

B. Finance (Mr. Hamilton)

1. Disbursements (Fund 10) – January 2025

- General fund disbursements (Fund 10) in the amount of \$9,188,079.13 from January 1, 2025, through January 31, 2025, are approved as attached.

2. Disbursements (Fund 31) – January 2025

- Capital reserves fund disbursements (Fund 31) in the amount of \$70,893.73 from January 1, 2025, through January 31, 2025, are approved as attached.

3. Finance Report – December 2024

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

6. Permission to Advertise – Athletic Supplies

- Authorize the advertisement of bids for the 2025-2026 school year for the following: athletic supplies (fall and winter) and athletic supplies (spring).

7. Exoneration of Tax Collectors

- Approve a motion to exonerate the local tax collectors for Indiana Township, O'Hara Township, Aspinwall Borough, Blawnox Borough, Fox Chapel Borough, and Sharpsburg Borough from further collection on the 2024 school district real estate tax duplicates, and to turn over to PA Del Tax for collection the 2024 real estate tax listings certified as delinquent by the local tax collectors.

**8. Resolution 2025-2
Fixing the Compensation of Certain School District Real Estate Tax Collectors**

- Approve Resolution 2025-2 as attached fixing the compensation of certain school district real estate tax collectors beginning on January 1, 2025, and ending on December 31, 2028.

**9. Resolution 2025-3
Real Estate Tax Collectors Bonds**

- Approve Resolution 2025-3 as attached fixing the amounts of the bonds required of the elected or appointed tax collectors in each of the municipalities for the period January 1, 2025, and to the settlement of their respective 2028 duplicates with regard to the collection of real estate taxes.

**10. Resolution 2025-4
Fees and Charges – Collection of Taxes, Tax Claims, and Liens**

- Approve Resolution 2025-4 as attached adopting fees and charges in connection with the collection of taxes, tax claims, and liens.

11. Asset Control Solutions, Inc. – Agreement

- Approve the agreement as attached between the Fox Chapel Area School District and Asset Control Solutions, Inc., for the management of fixed assets effective February 10, 2025, at an annual cost of \$12,700. **This is a renewal of services.**

* **Motion:** Moved by _____ and seconded by _____,
that Finance items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, and 11 are approved.

Roll Call Vote:

C. Instruction (Mrs. Cooper)

1. January 2025 Graduate

- The following student was eligible for midyear graduation upon receiving final approval by the high school lead principal:

Sydney Hudock

2. 2025-2026 School District Calendar

- Approve the 2025-2026 school district calendar as attached.

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

- Approve the participation agreement as attached between the Fox Chapel Area School District and PA HELPS to be eligible for disbursements for the 2024-2025 school year to support school counseling and nurse interns, and authorize the administration to execute the agreement on behalf of the district. **This is a renewal of services.**

4. LinkIt! – Pilot Memorandum of Understanding

- Approve the pilot memorandum of understanding as attached with LinkIt!, a data warehousing, assessment, analytics, and MTSS/RTI solution, to provide a pilot of its online solution and custom printed analytics to the Fox Chapel Area School District effective February 11, 2025, through June 30, 2025. **This is a new memorandum of understanding, and there is no cost to the district, nor is there an obligation to conduct business with LinkIt! upon termination of this project.**

* **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 – First Reading

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

No. 005 – Organization
No. 113.2 – Behavior Support
No. 308 – Employment Contract/Board Resolution
No. 620 – Fund Balance
No. 705 – Facilities and Workplace Safety
No. 706 – Property Records
No. 708 – Lending of Equipment and Books
No. 709 – Building Security
No. 710 – Use of Facilities by Staff
No. 716 – Integrated Pest Management
No. 717 – Cellular Telephones
No. 823 – Opioid Antagonist

2. Policies – Retired

- Approve retiring the following policies as attached:

No. 713 – Protection of Property (This policy is from 2010 and outdated; language regarding protection of district property is already addressed in other policies related to care of school property, emergency preparedness, etc.)
No. 715 – Use of Fax Machines (This policy on fax machines is no longer necessary.)

* **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. Professional

- (1) The resignation of Stephanie A. Abriatis, educational support teacher at Kerr Elementary School, under the Retirement Plan as outlined in the 2023-2028 Fox Chapel Educators Association Collective Bargaining Agreement that was approved on October 10, 2022, is accepted effective June 30, 2025.

- (2) The resignation of Dave F. Battista, physical education teacher at Fox Chapel Area High School, under the Retirement Plan as outlined in the 2023-2028 Fox Chapel Educators Association Collective Bargaining Agreement that was approved on October 10, 2022, is accepted effective June 30, 2025.
- (3) The resignation of Lisa M. Bellinotti, elementary teacher at Hartwood Elementary School, under the Retirement Plan as outlined in the 2023-2028 Fox Chapel Educators Association Collective Bargaining Agreement that was approved on October 10, 2022, is accepted effective June 30, 2025.
- (4) The resignation of Marla B. Brashear, elementary teacher at Fairview Elementary School, under the Retirement Plan as outlined in the 2023-2028 Fox Chapel Educators Association Collective Bargaining Agreement that was approved on October 10, 2022, is accepted effective June 30, 2025.
- (5) The resignation of Regina Cornett, elementary teacher at Kerr Elementary School, under the Retirement Plan as outlined in the 2023-2028 Fox Chapel Educators Association Collective Bargaining Agreement that was approved on October 10, 2022, is accepted effective June 30, 2025.
- (6) The resignation of Nadege A. Flint, French teacher at Fox Chapel Area High School, due to personal reasons, is accepted effective June 12, 2025.
- (7) The resignation of Heather Flynn, educational support teacher at Hartwood Elementary School, under the Retirement Plan as outlined in the 2023-2028 Fox Chapel Educators Association Collective Bargaining Agreement that was approved on October 10, 2022, is accepted effective June 30, 2025.
- (8) The resignation of Katherine A. Frederick, elementary teacher at Hartwood Elementary School, under the Retirement Plan as outlined in the 2023-2028 Fox Chapel Educators Association Collective Bargaining Agreement that was approved on October 10, 2022, is accepted effective June 30, 2025.
- (9) The resignation of Todd E. Massack, physical education teacher at Fox Chapel Area High School, under the Retirement Plan as outlined in the 2023-2028 Fox Chapel Educators Association Collective Bargaining Agreement that was approved on October 10, 2022, is accepted effective June 30, 2025.
- (10) The resignation of Jodi L. Travaglia, physical education teacher at Hartwood Elementary School, under the Retirement Plan as outlined in the 2023-2028 Fox Chapel Educators Association Collective Bargaining Agreement that was approved on October 10, 2022, is accepted effective June 30, 2025.
- (11) The resignation of Therese K. Wilk, reading support teacher at Hartwood Elementary School, under the Retirement Plan as outlined in the 2023-2028 Fox Chapel Educators Association Collective Bargaining Agreement that was approved on October 10, 2022, is accepted effective June 30, 2025.
- (12) The resignation of Amy J. Zottola, elementary teacher at Hartwood Elementary School, under the Retirement Plan as outlined in the 2023-2028 Fox Chapel Educators Association Collective Bargaining Agreement that was approved on October 10, 2022, is accepted effective June 30, 2025.

b. Educational Support

- (1) The resignation of Jennifer L. Schwartz, business office accounts payable/purchasing secretary for the Fox Chapel Area School District, due to personal reasons, is accepted effective February 24, 2025.

c. Supplemental Contract – Athletic

- (1) The resignation of Matt Sasson, football, HS 4th asst., due to personal reasons, is accepted effective January 13, 2025.

d. Extra Innings

- (1) The resignation of Samantha R. Rihn, substitute teacher at Kerr Elementary School for the Fox Chapel Area School District Extra Innings Program, due to personal reasons, is accepted effective January 30, 2025.

2. Appointments

a. Educational Support

- (1) Courtney L. Kush is approved as the 12-month receptionist – district office secretary for the Fox Chapel Area School District, effective February 11, 2025. 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 Maria Powers.

b. Supplemental Contracts – Athletic

- (1) The following athletic supplemental contract is ratified effective January 17, 2025:
Brendon Urso Intramurals, MS Activity Sponsor 11,
Bigger Faster Stronger (Leave Replacement) \$2,063
- (2) The following athletic supplemental contracts are approved effective February 11, 2025:
Reed Bursic Baseball, MS Head \$2,971.00
Nicolas Luciano Baseball, HS 2nd. Asst. \$2,723.00

c. Supplemental Contracts – Non-Athletic

- (1) The following non-athletic supplemental contracts are ratified effective January 20, 2025:
Catherine Gillner Mentor Teacher – Dorseyville Middle School \$1,174.50
Emily G. Grychowski Class Sponsor 7th Grade (Leave Replacement) \$1,664.00
Therese Wilk Mentor Teacher – Hartwood Elementary School \$1,174.50

3. Leave

a. Professional

- (1) Heather Flynn, educational support teacher at Hartwood Elementary School, is ratified for a medical sabbatical, effective January 17, 2025.

4. Leave Replacements

a. Professional

- (1) Alexandria Lukert-Howell is ratified as a leave replacement educational support teacher at Hartwood Elementary School. This position is available due to the medical sabbatical of Heather Flynn.

Certification: Instructional I
Education: B.S., Indiana University of Pennsylvania, 2023
Experience: Student Teaching, Marion Center Area School District
Effective: August 21, 2024, through the day after the last day of school for
students for the 2024-2025 school year
Salary: \$58,368 (prorated) based on Step 1, B+0
Fringe Benefits: As per the Collective Bargaining Agreement

- (2) Brigitte S. Patrick is ratified as a second-semester leave replacement computer science teacher at Dorseyville Middle School. This position is available due to the medical sabbatical of Season Gigliotti.

Certification: Instructional II
Education: M.S., Robert Morris University, 2005
B.S., Robert Morris University, 1998
Experience: 3.5 years, Fox Chapel Area School District
1 year, Arlington Public Schools, Arlington, VA
2 years, Pine-Richland School District
Effective: January 16, 2025, through the day after the last day of school for students for the 2024-2025 school year
Salary: \$67,193 (prorated) based on Step 2, M+0
Fringe Benefits: As per the Collective Bargaining Agreement

- (3) Kayla Wise is ratified as a leave replacement elementary teacher at O’Hara Elementary School. This position is available due to the childrearing leave of Samantha Diamond.

Certification: Instructional I
Education: B.S., Duquesne University, 2023
Experience: Student Teaching, Fox Chapel Area School District
Effective: January 23, 2025, through the day after the last day of school for students for the 2024-2025 school year
Salary: \$58,368 (prorated) based on Step 1, B+0
Fringe Benefits: As per the Collective Bargaining Agreement

5. Homebound Instruction

a. Teacher

- (1) Marla Brashear is ratified as a homebound instruction teacher for the 2024-2025 school year, effective February 3, 2025, at a rate of \$31.54 per hour.

6. Extra Innings

a. Substitute Teachers

- (1) The following individuals are ratified as Extra Innings substitute teachers for the 2024-2025 school year at a rate of \$31.54 per hour:

Kerr Elementary School
Christina K. Thompson
Katy A. Wygant

7. Volunteer

a. Athletic

- (1) The following athletic volunteer is approved, effective February 11, 2025:

Donald Schubert Baseball, HS

* **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. Precision Copy Products, Inc. – Agreement

- Approve the agreement as attached between the Fox Chapel Area School District and Precision Copy Products, Inc. for equipment leasing and print management services effective July 1, 2025, through June 30, 2030, at an annual cost of \$329,004. **This is a new agreement replacing our current agreement with another company that expires June 30, 2025.**

2. Innovative Service Technology Management Services, Inc. (IST) – Agreement

- Approve the agreement as attached between the Fox Chapel Area School District and Innovative Service Technology Management Services, Inc. (IST) for the district copy center services effective July 1, 2025, through June 30, 2030, at an annual cost of \$191,172. **This is a new agreement but a continuation of services, as this service is currently included in the current equipment leasing and print management agreement with another company that expires June 30, 2025.**

- * Motion: Moved by _____ and seconded by _____, that Operations / Cooperative Services items 1 and 2 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. Information

•FCAHS Library Named Best School Library in Pennsylvania

The Fox Chapel Area High School library has been named the 2025 Outstanding Pennsylvania School Library. The award is given by the Pennsylvania School Librarians Association (PSLA).

According to Fox Chapel Area High School librarian, Dr. **Laura Ward**, each year, only one school library receives this prestigious recognition.

“What makes me the most excited about this award is the idea that others see how great our library is. I’ve always known the library is the heart of our school, but now everyone can see just how wonderful it is,” Dr. Ward says.

The recognition is being given to the Fox Chapel Area High School library because it exceeds the criteria with regard to the six foundations that are part of the American Association of School Librarians (AASL) National School Library Standards. Those standards are that school libraries are places where students are able to inquire, include, collaborate, curate, explore, and engage.

“It’s fantastic to see how our school library exceeds at incorporating the standards into everything that we do,” Dr. Ward says. “From collaborating with classroom teachers to engaging and connecting with not just the students, but also our community, our library is making a difference in students’ lives.”

PSLA President Sarah DeMaria said in a letter to Dr. Ward, “The Fox Chapel Area High School library is an exemplary school library as evident in the programming, community outreach, and daily interactions you have with students and staff.”

Mrs. DeMaria cited the Shelf Care Club as just one example of how the Fox Chapel Area High School library impacts students each day. The club was started by Dr. Ward and school counselor **Rachel Machen**, and is centered around self-care, but through books.

“The Shelf Care Club is a way for students to practice self-care by reading and discussing books that focus on many mental health topics relevant to young adults today,” Dr. Ward says. “We read about challenging topics that provoke deep discussion and we look at how the characters handle different situations and how everyone in our discussion group relates to those characters.”

The award will be presented at the 51st annual conference of the PSLA which is being held at the Bayfront Convention Center in Erie, Pa., April 3-5. The awards ceremony will be held April 4.

•Student Publication Wins First-Place National Award

Fox Chapel Area High School’s literary magazine “Tapestry” was named a first-place winner in the 2024 American Scholastic Press Association’s Annual Contest/Review for Scholastic Yearbooks, Magazines, and Newspapers. The publication was one of 91 from across the nation to receive a first-place award. The contest is open to schools from across the country, including colleges and universities, and students compete against those in schools with similar enrollment numbers.

The 2023-2024 student staff members of “Tapestry” were 2024 graduates **Caroline Berger** (layout designer), **Emma Bergerud**, **Mira Busch** (layout designer), **Laura Carter**, **Emmett Gillespie**, **Eileen Healy**, **Clara Kelley** (editor in chief), **Emma Kim**, **Madeleine Stone**, and **Isabella White**; 2024-2025 senior **Vie Filar**; and 2024-2025 juniors **Veda Catone**, **Nora Kelley**, and **Sophia Tai**. The students’ advisor is Fox Chapel Area High School English teacher **Jessica Green**.

•**High School Students Nominated for Fall Play Awards**

Four Fox Chapel Area High School students were nominated for Prime Stage Theatre’s Fifth Annual High School Drama Awards. Nominees for the awards were senior **Noah Miller** in the best supporting actor category, and the team of senior **Pauline Piechotta** and juniors **Molly Krajcovic** and **Adeline Moritz** for best student makeup design and/or application. Fox Chapel Area High School’s 2024 fall play was “Harvey.”

According to the Drama Awards Director John Dolphin, “We could not be prouder of each and every one of the students who have dedicated themselves to producing some of the finest theatre we have seen ... As leaders in the Pittsburgh theatre community, we feel it is our duty to bring guidance and recognition to the young people who will soon take our place. They are the future of our community, both theatre and otherwise, and without them, Pittsburgh theatre would not be prospering in the amazing ways we see today.”

The Prime Stage Theatre’s drama awards were presented at a ceremony that was held January 11, 2025, at The Hillman Center for Performing Arts. The awards recognize excellence in student-run high school drama and were open to schools from across Southwestern Pennsylvania.

•**DMS Students Place in CalcuSolve Competition**

Two Dorseyville Middle School students placed in the individual portion of the Allegheny Intermediate Unit CalcuSolve competition. Eighth-graders **Delaney Liu** and **Zoey Liu** each scored 33 points, earning them second place in the individual portion of the contest.

CalcuSolve is a competition that tests students’ problem-solving skills related to mathematics. Students compete as part of a team, as well as individually. The tournament was sponsored by the Allegheny Intermediate Unit and was held in December 2024.

•**DMS Students Place in Mathworks Math Contest**

Two Dorseyville Middle School students earned high marks in the Mathworks Math Contest (MMC) which they took in November 2024. Seventh-grader **Brian Xu** earned recognition in the silver category, and eighth-grader **Rishabh Krishnamurthy** placed in the bronze category. These results have qualified both students to attend the residential Mathworks Junior Summer Math Camp (JSMC) this summer.

The MMC is a free two-hour test open to middle school students. The test covers a range of topics, including geometry, algebra, combinatorics, logic, and number theory. A total of 814 students took the test.

C. Fox Chapel Area School Board Upcoming Meetings

February 11, 2025

6 p.m.	Academic Committee Meeting	Administrative Offices	Staff Development Room
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February 20, 2025

6 p.m.	Projects and Planning Committee Meeting	Administrative Offices	Staff Development Room
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March 3, 2025

7 p.m.	Agenda Study Session	High School	LGI Room
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March 10, 2025

7 p.m.	Regular Business Meeting	Fairview Elementary	Gym
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Regular Business Meeting – 2/10/25

March 11, 2025

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

March 17, 2025

6 p.m. Projects and Planning Committee Meeting Administrative Offices Staff Development Room

April 14, 2025

7 p.m. Combined Agenda Study Session and Regular Business Meeting & Committee of the Whole Meeting High School LGI Room

April 28, 2025

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

May 5, 2025

7 p.m. Combined Agenda Study Session and Regular Business Meeting Dorseyville MS Auditorium

June 2, 2025

7 p.m. Agenda Study Session O'Hara Elementary Auditorium

June 9, 2025

7 p.m. Regular Business Meeting High School LGI Room

August 11, 2025

7 p.m. Combined Agenda Study Session and Regular Business Meeting High School LGI Room

September 8, 2025

7 p.m. Combined Agenda Study Session and Regular Business Meeting High School LGI Room

October 6, 2025

7 p.m. Agenda Study Session A.W. Beattie Career Center Student Conference Center

October 13, 2025

7 p.m. Regular Business Meeting High School LGI Room

November 3, 2025

7 p.m. Agenda Study Session High School LGI Room

November 10, 2025

7 p.m. Regular Business Meeting Kerr Elementary Gym

Regular Business Meeting – 2/10/25

December 2, 2025 (Tuesday)

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