

Fox Chapel Area School District

Combined Agenda Study Session
and Regular Business Meeting

December 2, 2025

Additional School Bus Drivers – 2025-2026 School Year

Fox Chapel Area School District

Combined Agenda Study Session
and Regular Business Meeting

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Finance Report – October 2025

**Fund 10 Financial Report for the Month of:
October, 2025**

FISCAL YEAR 2025-2026					
REVENUES	ORIGINAL BUDGET	ADJUSTED BUDGET	Budget Change	CURRENT MONTH RECEIPTS*	FISCAL YEAR TO DATE**
Balance Sheet Receipts				\$ 4,000,000.00	
1000 - Instruction				\$ -	
2000 - Support Services				\$ -	
3000 - Non-Instructional				\$ 60,194.43	
4000 - Facilities				\$ 26,804.64	
5000 - Other Financing Uses				\$ 611.44	
Total Expenditure Contras				\$ -	
6000-Local Revenue -	\$ 94,503,838	\$ 94,522,824	\$ 18,986.25	\$ -	\$ 75,884,512.58
7000-State Revenue -	\$ 25,091,207	\$ 25,308,039	\$ 216,832.41	\$ 87,610.51	\$ 7,304,857.60
8000-Federal Revenue -	\$ 1,027,794	\$ 1,027,794	\$ -	\$ 3,966,981.40	\$ -
9000-Other Financing Sources -	\$ 60,000	\$ 60,000	\$ -	\$ 1,276,093.51	\$ 94,657.00
Unassigned FB/Reserve	\$ 1,500,000	\$ 1,500,000	\$ -		
TOTAL REVENUES/RECEIPTS	\$ 122,182,839	\$ 122,418,658	\$ 235,819	\$ 9,330,685.42	\$ 83,284,027.18
EXPENDITURES	ORIGINAL BUDGET	ADJUSTED BUDGET	Budget Change	CURRENT MONTH DISBURSEMENTS*	FISCAL YEAR TO DATE**
Balance Sheet				\$ 26,259,069.17	
1000-Instruction	\$ 72,822,450	\$ 72,828,886	\$ 6,436.25		\$ 64,205,523.86
2000-Support Services -	\$ 35,754,537	\$ 35,975,919	\$ 221,382.41	\$ 1,172,205.24	\$ 25,469,941.16
3000-NonInstructional Services -	\$ 3,332,003	\$ 3,340,003	\$ 8,000.00	\$ -	\$ 2,657,476.59
4000-Facilities (Buildings/Sites) -	\$ 1,962,029	\$ 1,962,029	\$ -	\$ -	\$ 308,561.23
5000-Other Financing Uses -	\$ 7,817,902	\$ 7,817,902	\$ -	\$ 2,125.32	\$ 5,585,646.75
6000-Local Revenue -				\$ -	
7000-State Revenue -				\$ 1,340,000.00	
8000-Federal Revenue -				\$ -	
9000-Other Financing Sources -				\$ -	
Budgetary Reserve	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	
TOTAL DISBURSEMENTS	\$ 123,188,921	\$ 123,424,740	\$ 235,819	\$ 28,773,399.73	\$ 98,227,149.59
Net Change	-\$ 1,006,082	-\$ 1,006,082	\$ 0	\$ 28,773,399.73	as of 11.18.25
			Net Change	-\$ 19,442,714.31	
*Current Month Receipts & Disbursements reflect actual money taken in or paid out during the month. They may not necessarily be attributed to the current fiscal year.					
** Fiscal Year to Date totals reflect actual allocations for current Fiscal Year, including all adjusting entries. Expenditures include encumbrances.					

**Fund 10 Bank Reconciliation for the Month of:
October, 2025**

		INVESTMENT ACCOUNTS							
		FNB - GENERAL	FNB - TAX	FNB - ATHLETIC	PSDLAF MAX	FNB - MM	PSDLAF - INVESTMENTS	PLGIT	INVEST
Prior Month Voids		\$2,595.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bank Adjustments		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Returned Items		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CLEARED CHECKS									
Payroll Checks		\$21,709.66							
Sungard System		\$2,480,030.09		\$0.00					
TOTAL CLEARED CHECKS		\$2,501,739.75	\$0.00	\$0.00					
Direct Deposit ACH		\$2,575,711.67							
Wire Transfers		\$1,579,245.34	\$4,000,000.00	\$2,125.32	\$11,170,223.41	\$0.00	\$0.00	\$1,340,000.00	\$0.00
TOTAL CLEARED TRANSACTIONS		\$6,659,291.76	\$4,000,000.00	\$2,125.32	\$11,170,223.41	\$0.00	\$0.00	\$1,340,000.00	\$0.00
GENERAL LEDGER BALANCE									
(Cash Acct)	\$23,296,734.01	\$6,843,177.55	\$5,386,990.06	\$14,170.73	\$11,052,395.67	\$23,342,597.21	\$25,003,449.27	\$8,765,746.25	\$522,068.41
Outstanding Payroll Checks	\$3,410.88	\$3,410.88							
ADJUSTED GENERAL LEDGER BALANCE	\$23,300,144.89	\$6,846,588.43	\$5,386,990.06	\$14,170.73	\$11,052,395.67	\$23,342,597.21	\$25,003,449.27	\$8,765,746.25	\$522,068.41
NET INCREASE (DECREASE) TO G/L CASH ACCOUNTS <small>(Does Not Include Investments)</small>	\$23,300,144.89	\$6,846,588.43	\$5,386,990.06	\$14,170.73	\$11,052,395.67				

Fund 10 Revenues 10/1/2025-10/31/2025

Budget Unit	Budget Unit Title	Account Code	Account Title	Transaction Amount
Balance Sheet Accounts				
10	GENERAL FUND	0462.028	403B - TRADITIONAL	\$100.00
10	GENERAL FUND	0462.001	ADDITIONAL LIFE INS-EE	\$3.80
10	GENERAL FUND	0462.007	DENTAL INS PAYABLE	\$58.72
10	GENERAL FUND	0462.014	HEALTH INSURANCE	\$267.52
10	GENERAL FUND	0462.014	HEALTH INSURANCE	\$312.00
10	GENERAL FUND	0462.015	LIFE INSURANCE PAYABLE-ER	\$33.82
10	GENERAL FUND	0462.021	NET SALARIES-EE	\$1,978.47
10	GENERAL FUND	0155.000	OTH RECOVER DISBURSE	\$677.99
10	GENERAL FUND	0155.000	OTH RECOVER DISBURSE	\$243.40
10	GENERAL FUND	0155.000	OTH RECOVER DISBURSE	\$5,733.64
10	GENERAL FUND	0462.032	VISION INS PAYABLE	\$5.30
10	GENERAL FUND	0462.052	VOL BEN AFTER TAX - EE AF	\$51.80
10	GENERAL FUND	0462.052	VOL BEN AFTER TAX - EE AF	\$217.60
10	GENERAL FUND	0462.052	VOL BEN AFTER TAX - EE AF	\$313.60
10	GENERAL FUND	0462.053	VOL BEN POSTTAX - TX LIFE	\$121.44
Subtotal				\$10,119.10
Real Estate Taxes				
1000000110000000	REV-ASPWL	R6111	CURRENT REAL ESTATE TAXES	\$68,121.26
1000000120000000	REV-BLWNX	R6111	CURRENT REAL ESTATE TAXES	\$693,328.55
1000000130000000	REV-FOXCH	R6111	CURRENT REAL ESTATE TAXES	\$853,311.65
1000000140000000	REV-INDNA	R6111	CURRENT REAL ESTATE TAXES	\$278,431.52
1000000140000000	REV-INDNA	R6112	INTERIM REAL ESTATE TAXES	\$22,624.25
1000000150000000	REV-OHARA	R6111	CURRENT REAL ESTATE TAXES	\$763,095.51
1000000160000000	REV-SHARP	R6111	CURRENT REAL ESTATE TAXES	\$102,080.22
Subtotal				\$2,780,992.96
Other Real Estate Tax				
1000000000000000	REV	R6113	PUBLIC UTILITY REALTY TAX	\$80,402.72
Subtotal				\$80,402.72
Act 511 Taxes				
1000000000000000	REV	R6151	EARNED INCOME TAX (EIT)	\$412,640.15
1000000000000000	REV	R6143	LOCAL SERVICES TAX (LST)	\$2,253.19
1000000150000000	REV-OHARA	R6143	LOCAL SERVICES TAX (LST)	\$3,580.04
1000000000000000	REV	R6153	REAL ESTATE TRANSFER TAX	\$101,687.90
Subtotal				\$520,161.28
Delinquent Taxes				
1000000000000000	REV	R6411	DELINQ REAL ESTATE TAXES	\$302,571.85
Subtotal				\$302,571.85
Other Local Revenues				
1000000000000000	REV	R6510	EARNINGS ON INVESTMENTS	\$8,626.64
1000000000000000	REV	R6510	EARNINGS ON INVESTMENTS	\$28.77
1000000000000000	REV	R6510	EARNINGS ON INVESTMENTS	\$83,029.07
1000000000000000	REV	R6510	EARNINGS ON INVESTMENTS	\$33,518.92
1000000000000000	REV	R6510	EARNINGS ON INVESTMENTS	\$68,087.78
1000000000000000	REV	R6510	EARNINGS ON INVESTMENTS	\$1,796.86
1000000000000000	REV	R6510	EARNINGS ON INVESTMENTS	\$4,876.59
1000000000000000	REV	R6510	EARNINGS ON INVESTMENTS	\$9.65
1000000000000000	REV	R6710	ADMISSIONS	\$5,648.76
1000000000000000	REV	R6710	ADMISSIONS	\$14,684.00
1000000000000000	REV	R6740	FEES COLLECT FROM STUD	\$262.50

Fund 10 Revenues 10/1/2025-10/31/2025				
1000000000000000	REV	R6740	FEES COLLECT FROM STUD	\$4.45
1000000000000000	REV	R6910	RENTAL INCOME	\$5,000.00
1000000000000000	REV	R6991	REFUND OF PRIOR YR EXP	\$30.50
1000000000000000	REV	R6999	MISC REVENUE	\$0.00
1000000000000260	REV-COMPU	R6740	FEES COLLECT FROM STUD	\$270.00
1000000000000260	REV-COMPU	R6740	FEES COLLECT FROM STUD	(\$30.00)
1000000000000260	REV-COMPU	R6740	FEES COLLECT FROM STUD	\$30.00
1000000003912241	REV-HS-CHDEV	R6920	DONATIONS	\$200.00
1000001033912000	REV-WPA-HS	R6740	FEES COLLECT FROM STUD	\$400.00
1000001410000000	REV - PRMRY TCHR ACDMY	R6962	SRVCS PROV TO PA LEAS	\$9,600.00
1000001410000000	REV - PRMRY TCHR ACDMY	R6962	SRVCS PROV TO PA LEAS	\$10,200.00
1000001430000000	REV-EDU LDRSHP ACDMY	R6962	SRVCS PROV TO PA LEAS	\$1,495.00
1000001502910000	REV-COLLC-MS	R6740	FEES COLLECT FROM STUD	\$442.00
1000001502910000	REV-COLLC-MS	R6740	FEES COLLECT FROM STUD	\$297.00
1000001502910000	REV-COLLC-MS	R6740	FEES COLLECT FROM STUD	\$1,130.00
1000001503912000	REV-COLLC-HS	R6740	FEES COLLECT FROM STUD	\$14,958.00
1000001503912000	REV-COLLC-HS	R6740	FEES COLLECT FROM STUD	\$6,837.00
1000001523912550	REV-ATHAC-HS-ATHLE	R6999	MISC REVENUE	\$1,300.00
Subtotal				\$272,733.49
State Revenues				
1000000000000000	REV	R7340	STATE PROPERTY TAX REDUC	\$1,276,093.51
Subtotal				\$1,276,093.51
Federal Revenues				
1000008910000000	REV-ACCS	R8810	MEDICAID REIMB (ACCESS)	\$94,061.83
Subtotal				\$94,061.83
Expenditure Accounts				
1011100003912000	REG ED-HS	281	OPEB HEALTH	\$8,185.46
1011100003912000	REG ED-HS	281	OPEB HEALTH	\$4,547.35
1011100003912000	REG ED-HS	281	OPEB HEALTH	\$9,124.65
1011100003912122	REG ED-HS-ART	610	GENERAL SUPPLIES	\$3.52
1014200001900151	SUMMER-EL-READ	513	CONTRACTED TRANSPORTATION	\$20,000.00
1014200002910000	SUMMER-DMS	513	CONTRACTED TRANSPORTATION	\$18,333.45
1023800003912000	PRINC SRV-HS	635	MEALS/REFRESHMENTS	\$2.49
1023900000000000	OTH ADMIN	530	COMMUNICATIONS	\$584.80
1025110000000000	BUSINESS	329	PROF EDUCATIONAL SERVICES	\$36.00
1025110000000000	BUSINESS	329	PROF EDUCATIONAL SERVICES	\$36.00
1026200001904000	OPER MNT-OH	622	ELECTRICITY	\$25,573.96
1028340000000000	STF DV-N.INST CRT	580	TRAVEL	\$571.39
1032500002910000	ATHLETIC-DMS	431	BUILDING MAINTENANCE	\$200.00
1032500003912000	ATHLETIC-HS	442	RENTALS	\$308.58
1032500003912570	ATH-VAR-G-TENN	442	RENTALS	\$102.86
Subtotal				\$87,610.51
Total Revenues 10/2025				\$5,424,747.25

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Budget Transfers

SELECTION CRITERIA:

BUDGET UNIT	ACCOUNT	TITLE	DESCRIPTION	FROM AMOUNT	TO AMOUNT
CONTROL NUMBER: KP120225					
TRANSFER NUMBER: 2602					
102122000	1904000	329	ENTERED BY: pawlisha PERIOD: 5 /26 12/2/2025		
102140000	0000000	121	COUNS SRV-OH PROF EDUCATIONAL SERVICES	12500.00	12500.00
102122000	1905000	329	PSYCHOL PROFESSIONAL SALARIES		
102140000	0000000	121	COUNS SRV-FV PROF EDUCATIONAL SERVICES	12500.00	12500.00
102380000	3912000	610	PSYCHOL PROFESSIONAL SALARIES		
102122000	1907000	329	PRINC SRV-HS GENERAL SUPPLIES	370.00	370.00
102140000	0000000	121	RECLASS TO CORRECT ACCT		
102122000	1908000	329	COUNS SRV-HS RENTALS	12500.00	12500.00
102140000	0000000	121	RECLASS MAPS		
102122000	1908000	329	COUNS SRV-KR PROF EDUCATIONAL SERVICES	12500.00	12500.00
102140000	0000000	121	RECLASS MAPS		
102122000	1908000	329	COUNS SRV-HW PROF EDUCATIONAL SERVICES	12500.00	12500.00
102140000	0000000	121	RECLASS MAPS		
102122000	2910000	329	PSYCHOL PROFESSIONAL SALARIES	60000.00	40000.00
102140000	0000000	221	RECLASS MAPS		
102122000	3912000	329	COUNS SRV-MS PROF EDUCATIONAL SERVICES	60000.00	20000.00
102140000	0000000	221	RECLASS MAPS		
102122000	1904110	640	PSYCHOL FICA	60000.00	20000.00
102140000	0000000	211	COUNS SRV-HS PROF EDUCATIONAL SERVICES		
102122000	1904110	610	PSYCHOL MEDICAL INSURANCE	60073.23	60073.23
102140000	0000000	231	PSYCHOL PSERS DEFINED ER		
101110000	1904110	640	REG ED-OH-GENRL BOOKS	60073.23	60073.23
101110000	1908110	640	REG ED-OH-GENRL GENERAL SUPPLIES	37133.96	37133.96
101110000	1908110	640	REG ED-HW-GENRL BOOKS		
101110000	1905110	640	REG ED-HW-GENRL GENERAL SUPPLIES	54126.98	37133.96
101110000	1905110	640	REG ED-FV-GENRL BOOKS		
101110000	1905110	610	REG ED-FV-GENRL GENERAL SUPPLIES	54126.98	54126.98
101110000	1907110	640	REG ED-KR-GENRL BOOKS	46512.09	46512.09
101110000	1907110	610	REG ED-KR-GENRL GENERAL SUPPLIES	46512.09	46512.09
101420000	2910000	635	SUMMER-DMS MEALS/REFRESHMENTS	6207.08	6207.08
10227100000000000	635		STF DV INST CRT MEALS/REFRESHMENTS		
TOTAL TRANSFER:				374423.34	374423.34

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Allegheny Intermediate Unit Joint Purchasing Program – Resolution 2025-10

**A RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS
OF THE FOX CHAPEL AREA SCHOOL DISTRICT**

**AUTHORIZING THE PARTICIPATION IN AND APPOINTMENT OF REPRESENTATIVES
TO THE ALLEGHENY INTERMEDIATE UNIT JOINT PURCHASING PROGRAM
FOR THE 2026-2027 SCHOOL YEAR**

RESOLUTION 2025-10

WHEREAS, savings in the cost of preparing specifications and advertising for bids for school materials, supplies, equipment and services, as well as bulk price advantages, may be obtained through joint purchasing arrangements entered into by a number of school entities in the same area; and an agreement entitled "Joint Purchasing Agreement," in a form prepared by the Allegheny Intermediate Unit and as approved by the Fox Chapel Area School District (hereinafter "District/School") on February 12, 2018, which provides the District/School the opportunity to enjoy these possible joint purchasing benefits, without being required to participate in any bidding thereunder.

THEREFORE, in order to obtain the potential advantages of joint purchasing of school materials, supplies, equipment and services,

BE IT RESOLVED that the Board of School Directors of this District/School hereby reaffirms said Joint Purchasing Agreement and authorizes its participation in the Allegheny Intermediate Unit Joint Purchasing Program; directs that a copy thereof be filed with the minutes of this meeting as part of this Resolution; directs its Secretary to certify to the Executive Director of the Allegheny Intermediate Unit the adoption of this Resolution and the appointment of primary and alternate representatives to the Joint Purchasing Program; and directs its proper officers to execute said Agreement on behalf of this District/School.

CERTIFICATION OF ADOPTION OF RESOLUTION AND OF APPOINTEES

I, the undersigned, Kathleen Anuszek, Secretary of District/School, certify that the foregoing is a true copy of resolution adopted by said Board at a duly advertised public meeting thereof duly held on December 2, 2025, that the vote thereon was ___ in favor and ___ members against said resolution, and that a record showing each member's vote thereon is set forth in the minutes.

I further certify that said Board of School Directors designates the following representatives to the Joint Purchasing Program referred to in said Resolution (conditioned upon said Agreement becoming effective):

Primary Representative

Name: Ryan Manzer
Title: Director of Finance
E-mail: ryan_manzer@fcasd.edu

Alternate Representative

Name: Daniel Breitkreutz
Title: Director of Ancillary Services
E-mail: daniel_breitkreutz@fcasd.edu

IN WITNESS THEREOF, I have hereunto set my hand and the seal of said District/School this 2nd day of December, 2025.

School Board Secretary

Fox Chapel Area School District

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AMCA Systems, LLC – ACA (Affordable Care Act) TaxTrack Software Agreement

ACA TaxTrack Software License Agreement

THIS SOFTWARE LICENSE AGREEMENT (the "Agreement") dated this 2nd day of December, 2025 (the "Execution Date")

BETWEEN:

AMCA Systems, LLC (the "Vendor")

And

OF THE FIRST PART

Fox Chapel Area School District (the
"Licensee")

OF THE SECOND PART

BACKGROUND:

The Vendor wishes to license computer software to the Licensee and the Licensee desires to purchase the software license under the terms and conditions stated below.

IN CONSIDERATION OF the provisions contained in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

1. Under this Agreement the Vendor grants to the Licensee a non-exclusive, non-transferable, and non-sublicensable license (the "License") to use ACA TaxTrack (the "Software") for the tax year 2025 subject to the limitations and restrictions set forth herein. This License is valid for up to five related Federal Employer Identification Numbers. Additional licenses are necessary for each additional Federal Employer Identification Number over five used in connection with the Software. No additional rights are granted by this License, and any rights that are not expressly granted by this Agreement shall not be implied. No transfer of ownership of the Software is intended by this Agreement.
2. "Software" includes the executable computer programs and any related printed, electronic and online documentation and any other files that may accompany the product.
3. Any rights that are not expressly granted by this Agreement shall not be implied. The License granted pursuant to this Agreement authorizes or permits only the actions and uses of the Software as defined herein. Except for the limited rights and License

expressly granted hereunder, no other license is granted, no other use is permitted, and Vendor retains all right, title and interest in and to the Software including all intellectual property rights such as, but not limited to, trademarks, technical information, copyrights, and the look and feel.

4. The Software will be accessed through a secure login and password and accessed through a third-party hosted environment. Licensee acknowledges that hosted environments can be inaccessible from time to time due to scheduled or unscheduled server outages and errors.
5. The rights and obligations of this Agreement are personal rights granted to the Licensee only. The Licensee may not transfer or assign any of the rights or obligations granted under this Agreement to any other person or legal entity. The Licensee may not make available the Software for use by one or more third parties.
6. The Software may not be modified, reverse-engineered, or de-compiled in any manner through current or future available technologies.
7. Failure to comply with any of the terms under the License section will be considered a material breach of this Agreement.
8. The purchase price of \$3,050USD (“License Fee”) paid by the Licensee will constitute the entire fee for the License and is the full consideration for this Agreement. This License Fee will cover the filing requirements for the 2025 tax year. Additional license fees will be due for each tax year after 2025. All data will be carried over from year to year provided the Software is used and consecutively licensed every year. To the extent that the license is not renewed for consecutive years, Vendor shall not be obligated to store or export any data.
9. The License Fee for ACA TaxTrack will cover the following functional requirements:
 - Employer imports demographics for all employees or former employees with reporting requirements from any payroll or HR system.
 - Employer sets up system defaults for coverage offers, enrollment options, and minimum premium costs.
 - Upon import, all offer coverage codes, minimum premium, and safe harbor codes are automatically updated for the entire year.
 - All new hires, terminations, COBRA events, are automatically coded in the months prior to and after hire or termination dates including customized waiting period defaults.
 - Import of health carrier enrollment files for self-insured reporting, if applicable.
 - Generate employee recipient copies directly from the application and either print/mail in PDF or electronically send for mail processing (at extra cost, see below).

- Download and print detailed PDF or Excel reports to review and analyze reporting information.
 - E file all forms to the IRS including the 1094-C transmittal.
 - If the employer desires, the vendor can mail each tax form to the recipients at an additional cost of \$1.80 per form.
10. The Vendor warrants and represents that it owns the Software and has the right to enter into this Agreement. Licensee warrants and represents that it has the right to enter into this Agreement.
11. Vendor warrants that the Software will meet reasonable professional standards and will meet Licensee's needs, as understood between the Parties.
12. All other warranties are waived by vendor, including express or implied warranties and warranties arising from any course of dealing, course of performance, or usage in trade. Vendor does not warrant the performance or results licensee may obtain by implementing, practicing, or using the software. The software is provided "as is" and without warranty of any kind. Vendor does not warrant that the software will meet licensee's requirements or that they it be uninterrupted or error-free. To the fullest extent permitted by law, vendor hereby disclaims all other warranties, whether express or implied, oral or written, with respect to the software including, without limitation, all implied warranties of title, non-infringement of third-party rights, quiet enjoyment, integration, merchantability or fitness for any particular purpose, and all warranties arising from any course of dealing, course of performance or usage of trade. any liability of vendor for defective software will be limited exclusively to, as a maximum, a replacement of the software or the original purchase price of the software. In no event will vendor be liable to licensee for any consequential, incidental or special damages, including any lost profits or lost savings, even if a representative of vendor has been advised of the possibility of such damages.
13. Vendor will indemnify Licensee from any liabilities arising out of a claim that the Software, standing alone and without being combined with any other system, device, or process, infringes any third-party intellectual rights, provided that Licensee notifies Vendor of any such claim within thirty (30) days of Licensee being notified, and that Licensee provides Vendor with the option to defend the claim on behalf of Licensee.
14. The Vendor will not be liable for any tax assessments, interest, or penalties that may be assessed by any taxing bodies for the tax year for 2025 or earlier tax years relating to any of the tax forms generated by the Software based on the data provided by the licensee.

15. The Vendor warrants and represents that it owns the Software and has the right to enter into this Agreement. Licensee warrants and represents that it has the right to enter into this Agreement.
16. All terms, conditions and obligations of this Agreement will be deemed to be accepted by the Licensee ("Acceptance") upon execution of this Agreement.
17. The Licensee will be entitled to one year of phone support for problems experienced while using the Software, available 9:00 AM to 4:00 PM on regular business days with reasonable exceptions, at no additional cost until filing.
18. The Licensee will be entitled to maintenance upgrades and bug fixes, at no additional cost, for a period of one year from the date of Acceptance.
19. The term of this Agreement will begin on Acceptance and will continue for a period of one year until filing, whichever is earlier. The Agreement will not renew automatically each year.
20. This Agreement will be terminated and the License forfeited where the Licensee has failed to comply with any of the terms of this Agreement or is in breach of this Agreement.
21. The Vendor will be free of liability to the Licensee where the Vendor is prevented from executing its obligations under this Agreement in whole or in part due to Force Majeure, such as earthquake, typhoon, flood, fire, and war or any other unforeseen and uncontrollable event where the Vendor has taken any and all appropriate action to mitigate such an event.
22. The Parties to this Agreement submit to the jurisdiction of the courts of the Commonwealth of Pennsylvania in Allegheny County for the enforcement of this Agreement or any arbitration award or decision arising from this Agreement and agree that, in the event an action is brought in the Commonwealth of Pennsylvania, they will waive any argument of lack of personal jurisdiction or improper venue. This Agreement will be enforced or construed according to the laws of the Commonwealth of Pennsylvania.

23. In recognition of the foregoing, Vendor agrees and covenants that it shall: (i) keep and maintain all Licensee data confidential using a commercially reasonable degree of care; (ii) use and disclose Licensee data solely and exclusively for the purposes of fulfilling its obligations under this Agreement, and not use, sell, rent, transfer, distribute, or otherwise disclose or make available Licensee data for Vendor's own purposes or for the benefit of anyone other than Licensee, in each case, without Licensee's prior written consent; and (iii) not, directly or indirectly, disclose Licensee data to any third party without express written consent from Licensee unless and to the extent required by Government Authorities or as otherwise, to the extent expressly required, by applicable law.
24. This Agreement can only be modified in writing signed by both the Vendor and the Licensee.
25. This Agreement does not create or imply any relationship in agency or partnership between the Vendor and the Licensee.
26. Headings are inserted for the convenience of the parties only and are not to be considered when interpreting this Agreement. Words in the singular mean and include the plural and vice versa. Words in the masculine gender include the feminine gender and vice versa. Words in the neuter gender include the masculine gender and the feminine gender and vice versa.
27. If any term, covenant, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, it is the parties' intent that such provision be reduced in scope by the court only to the extent deemed necessary by that court to render the provision reasonable and enforceable and the remainder of the provisions of this Agreement will in no way be affected, impaired or invalidated as a result.
28. This Agreement contains the entire agreement between the parties. All understandings have been included in this Agreement. Representations which may have been made by any party to this Agreement may in some way be inconsistent with this final written Agreement. All such statements are declared to be of no value in this Agreement. Only the written terms of this Agreement will bind the parties.
29. This Agreement and the terms and conditions contained in this Agreement apply to and are binding upon the Vendor's successors and assigns.

30. The failure of either party to enforce, in any one or more instances, any of the terms and conditions of this Agreement shall not be construed as a waiver of the future performance of any such term or condition.

31. All notices to the parties under this Agreement are to be provided at such addresses as may be later provided in writing.

IN WITNESS WHEREOF the parties have duly affixed their signatures under hand and seal on the date indicated below.

Vendor: AMCA Systems, LLC

per: Everett Burns

Everett Burns

Principal

11/18/25

Fox Chapel Area School District

per: _____

Marybeth Dadd

School Board President

December 2, 2025
Date

Fox Chapel Area School District

Combined Agenda Study Session
and Regular Business Meeting

December 2, 2025

Goldfinch Learning Services, LLC – Training Service Agreement

Goldfinch Learning Services, LLC

Service Agreement

This Service Agreement (“Agreement”) is made and entered into this 2nd day of December, 2025, by and between Goldfinch Learning Services, LLC and THE FOX CHAPEL AREA SCHOOL DISTRICT who agree as follows intending to be legally bound:

ARTICLE I

PURPOSE OF THE AGREEMENT

Purpose of Agreement. The Agreement sets forth the terms and conditions upon Goldfinch Learning Services, LLC will perform the Services outlined below.

ARTICLE II

SERVICES AND FINANCIAL ARRANGEMENTS

- 2.1 Staff professional development, classroom planning, observation and direct consultation services will be provided as requested and scheduled.
- 2.2 Upon performance of such services, Goldfinch Learning Services, LLC will submit a monthly invoice, including the description of services provided and number of hours.
- 2.3 Training and consultation services will include time for all activities, including but not limited to: planning, delivery, modeling, feedback, and instructional preparation.
 - 2.3.1 One day training for staff focused on skill development, modeling, and application
 - 2.3.2 Follow-up consultation visits from December 2025 to June 2026
 - 2.3.3 All sessions will include planning, travel, materials, and feedback
 - 2.3.4 The instructional focus is to enhance the skills of staff members to work most effectively to train designated staff in the use and implementation of the Houghton Learning Center curriculum and Precision Teaching methods to improve instructional effectiveness and student learning outcomes. Training does not include direct student instruction, tutoring, or therapy services.
- 2.4 Financial Arrangements.
 - 2.4.1 The fee for such services will be:
 - 2.4.1.1 \$75 per hour
 - 2.4.2 Goldfinch Learning Services, LLC shall invoice THE FOX CHAPEL AREA SCHOOL DISTRICT on a monthly basis including a brief description of the Services provided, the days on which they were provided and the number of hours for each consultation.
 - 2.4.3 Payment terms are 30 days from receipt of invoice.

ARTICLE III

TERM OF AGREEMENT


- 3.1 Term.
 - 3.1.1 The term of the Agreement shall commence on December 3, 2025 and continue through June 30, 2026.
 - 3.1.2 If either party breaches a material provision hereof (“Cause”), the non-breaching party shall give the other party notice of such Cause. If the Cause is remedied within ten (10) days in the case of failure to make payment when due or thirty (30) days in the case of any other Cause, the notice shall be null and void. If such Cause is not remedied within the specific period, the party giving notice shall have the right to terminate this Agreement upon expiration of such remedy period. The rights of termination referred to in this Agreement are not intended to be exclusive and are in addition to any other rights or remedies available to either party at law or in equity.
 - 3.1.3 Either party may terminate this Agreement for any reason upon 60 (sixty) days written notice.
 - 3.1.4 Effect of Termination: Within 30 (thirty) days of the termination of this Agreement for any reason, or its expiration, THE FOX CHAPEL AREA SCHOOL DISTRICT shall pay all outstanding amounts for which it has been invoiced.

**ARTICLE IV
GENERAL TERMS AND CONDITIONS**

- 4.1 In performing the Services, Goldfinch Learning Services, LLC will be an independent contractor of THE FOX CHAPEL AREA SCHOOL DISTRICT. Nothing in this Agreement is to be construed to create an employment, partnership or joining venture relationship.
- 4.2 Compliance with Law. Each party shall comply with all applicable laws, ordinances, rules and regulations relating to Services, including but not limited to providing a safe and secure environment in which the Services are to be performed, and obtain any and all required licenses and permits necessary. The parties agree to cooperate with each other to accomplish the foregoing. In the event it becomes necessary, each party is responsible for responding to any appropriate regulatory agencies and shall reasonably cooperate to help the other respond to appropriate regulatory agencies. This provision shall survive the termination of this Agreement.
- 4.3 Indemnity.
- 4.3.1 Goldfinch Learning Services, LLC shall defend, indemnify and hold THE FOX CHAPEL AREA SCHOOL DISTRICT harmless from and against all claims, liability, loss and expenses, including reasonable costs, collection expenses and attorney's fees, which may arise because of the acts or omissions of Goldfinch Learning Services, LLC, its agents or employees in the performance of the Services under the Agreement. This clause shall survive termination of the Agreement.
- 4.3.2 THE FOX CHAPEL AREA SCHOOL DISTRICT shall defend, indemnify and hold Goldfinch Learning Services, LLC harmless from and against all claims, liability, loss and expenses, including reasonable costs, collection expenses and attorney's fees, which may arise in the performance of the Services under this Agreement because of the acts or omissions of THE FOX CHAPEL AREA SCHOOL DISTRICT, its agents, employees, contractors, and permittees. This clause shall survive termination of the Agreement.
- 4.3.3 Subject to the immunities or any defense provided by the Political Subdivisions Tort Claims Act or other applicable law THE FOX CHAPEL AREA SCHOOL DISTRICT agrees that it is responsible for the acts and omissions of its employees and agents including any independent contractor retained by THE FOX CHAPEL AREA SCHOOL DISTRICT who are in any way involved in services related to this Agreement. THE FOX CHAPEL AREA SCHOOL DISTRICT acknowledges and agrees that Goldfinch Learning Services, LLC's liability is limited to any services directly performed by the agents and/or employees of Goldfinch Learning Services, LLC. It is further agreed and acknowledged that Goldfinch Learning Services, LLC is not supervising or directing the actions of employees, agents and/or any independent contractor retained by THE FOX CHAPEL AREA SCHOOL DISTRICT.
- 4.4 Availability of Records. Goldfinch Learning Services, LLC agrees to maintain, for a time period of 3 years, all reasonable records requested in writing by THE FOX CHAPEL AREA SCHOOL DISTRICT.
- 4.5 Goldfinch Learning Services, LLC shall comply with applicable Pennsylvania Department of Education regulations, including but not limited to maintaining appropriate clearances, certifications, and professional credentials as required by school policy.
- 4.6 Assignment. Neither party may assign this Agreement without the signed, written consent of the other party.
- 4.7 Entire Agreement/Amendments/Waiver. This Agreement constitutes the entire agreement between the parties and there are no other written or oral promises or understandings regarding the subject matter of this Agreement. All provisions of the Agreement shall remain in effect throughout the term thereof unless the parties agree, in a written document signed by both parties, to amend, add or delete any provision. The Agreement contains all agreements of the parties with respect to matters covered herein, superseding any prior agreements and may not be changed other than by an agreement in writing signed by the parties hereto. The waiver of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation on any other provision or the right of that party to compel strict compliance thereafter.

4.8 Signature. This Agreement may be executed in several counterparts, each of which shall be deemed an original, and faxed or emailed signatures shall also be deemed as originals.
IN WITNESS WHEREOF, the parties hereto have entered into the Agreement as of the date first signed or the first day of the Initial Term, whichever is sooner.

Goldfinch Learning Services, LLC

By: 
Name: Richele Yeich
Title: Owner
Date: November 14, 2025

THE FOX CHAPEL AREA SCHOOL DISTRICT

By: _____
Name: Marybeth Dadd
Title: School Board President
Signature date: December 2, 2025

Fox Chapel Area School District

Combined Agenda Study Session
and Regular Business Meeting

December 2, 2025

Policies – Revised – Second Reading and Adoption

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	000 Local Board Procedures
Title	Meetings
Code	006
Status	Second Reading/Adoption
Adopted	April 4, 2022
Last Revised	December 4, 2023
Last Reviewed	October 7, 2025
Prior Revised Dates	09/13/2021

Parliamentary Authority

All Board meetings shall be conducted in an orderly and business-like manner. Robert's Rules of Order, Newly Revised, including group rules shall guide the Board in its deliberations in all cases in which it is not inconsistent with law, state regulations or Board procedures.[\[1\]](#)[\[2\]](#)

Quorum

A quorum shall be five (5) school directors present at a meeting. No business shall be transacted at a meeting without a quorum, but the school directors present at such a meeting may adjourn to another time.[\[3\]](#)

Remote Board Meetings

In extenuating circumstances, such as a health and safety emergency in the school community, the Board may choose to conduct a remote Board meeting.[\[4\]](#)

During a remote Board meeting, the public will be able to participate by using a remote meeting platform that will allow for connection by any member of the public and provide a mechanism for attendees to indicate that they would like to speak and offer comment during any public comment portion of the meeting.[\[5\]](#)

Presiding Officer

The President shall preside at all Board meetings. In the absence, disability or disqualification of the President, the Vice-President shall act instead. In the absence, disability or disqualification of both the President and Vice-President, the Assistant Secretary shall act instead. If none of the officers are present, a school director shall be elected President pro tempore by a majority of those present and voting to preside at that meeting only. Where no such majority is achieved on the first vote, a second vote shall be cast for the two (2) candidates who received the greatest number of votes.[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)

Meeting Notifications

Notice of all open Board meetings, including committee meetings and work sessions, shall be given by publication of the date, place, and time of such meetings in the newspaper(s) of general circulation designated by the Board and posting of such notice at the administrative offices of the Board.[\[10\]](#)[\[11\]](#)

1. Notice of regular meetings shall be given by publication and posting of a schedule showing the date, place and time of all regular meetings for the calendar year at least three (3) days prior to the time of the first regular meeting.[\[10\]](#)[\[11\]](#)
2. Notice of all special meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting, except that such notice shall be waived when a special meeting is called to deal with an actual emergency involving a clear and present danger to life or property.[\[10\]](#)[\[11\]](#)
3. Notice of all rescheduled meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting.[\[10\]](#)[\[11\]](#)
4. Notice of all recessed or reconvened meetings shall be given by posting a notice of the place, date and time of the meeting and sending copies of such notice to interested parties.[\[10\]](#)
5. Notice of all open meetings shall be given to any newspaper(s) circulating in Allegheny County and any radio or television station which so requests. Notice of all open meetings shall be given to any individual who so requests and provides a stamped, addressed envelope for such notification.[\[11\]](#)

Notice of all rescheduled meetings and special meetings shall be given to each school director no later than twenty-four (24) hours prior to the time of the meeting.[\[11\]](#)[\[12\]](#)

Agenda Notifications

The agenda, together with all relevant reports, shall be provided to each school director at least three (3) days before the meeting.

If the agenda includes an item of business related to removal of an officer of the Board, the agenda shall be provided to each school director at least seven (7) days before the meeting.

The district shall publicly post the agenda for all open meetings of the Board or Board committees at which deliberation or official action may take place no later than twenty-four (24) hours prior to the time of the meeting, as follows:[\[11\]](#)

1. On the district's website.
2. At the location of the meeting.
3. At the district's administrative office.

The posted agenda shall list each matter of agency business that will or may be the subject of deliberation or official action at the meeting.[\[11\]](#)

Agenda Preparation

It shall be the responsibility of the Superintendent, in cooperation with the Board President, to prepare an agenda of the items of business anticipated to come before the Board at each open meeting.

Order of Business

The order of business for regular meetings shall be as follows, unless altered by the President or a majority of those present and voting:

- Call to Order/Pledge of Allegiance
- Roll Call
- Guests
- Fox Leadership Council** Representative
- Superintendent's Report
- Solicitor's Report
- Approval of Minutes
- Public Comments on Agenda Items
- Old Business
 - **Board Committee Reports**
- New Business
- Facilities/Transportation
- Finance
- Instruction
- Legislation/Policy
- Personnel
- Operations/Cooperative Services
- Public Comments on Matters of Concern
- Fox Chapel Education Association
- Adjournment

Additions to the Agenda

The Board may deliberate or take official action on matters not included in a posted agenda only under the following circumstances:[\[13\]](#)

Emergencies – The matter of business relates to a real or potential emergency involving a clear and present danger to life or property.[\[10\]](#)[\[13\]](#)

Business Arising Within Twenty-Four (24) Hours Prior to the Meeting – The matter of business has arisen within twenty-four (24) hours prior to the meeting, is de minimis (minor) in nature, and does not involve the expenditure of funds or entering into a contract or agreement.
[\[13\]](#)

Business Raised by Residents or Taxpayers During the Meeting – When a matter of Board business is raised by a resident or taxpayer during a meeting:[\[5\]](#)[\[13\]](#)

1. The Board may take official action to refer the matter to staff, if applicable, to conduct research and include on a future Board meeting agenda; or
2. If the matter is de minimis (minor) in nature and does not involve the expenditure of funds or entering into a contract or agreement, the Board may take official action on the matter.

Majority Vote – During a meeting, the Board may add a matter of business to the posted agenda by a majority vote of the school directors present and voting. The reason for adding an item to the posted agenda must be announced at the meeting before conducting the vote. Once announced and approved by majority vote, the Board may take official action on the item of business. The agenda shall be amended to reflect the new item of business and the amended agenda shall be posted to the district's website and at the administrative office no later than the first business day following the meeting at which the agenda was amended. The unanimous consent procedure may not be used in place of majority vote for this purpose.[\[13\]](#)

The public posting of agenda requirements and rules for adding items to a posted agenda apply to both regular and special open meetings of the Board. These requirements and rules do not apply to:[\[11\]](#)[\[13\]](#)[\[14\]](#)

1. Conference sessions.
2. Executive sessions.

Regular Meetings

Regular Board meetings shall be open and shall be held at specified places at least once every two (2) months.[\[2\]](#)[\[15\]](#)

Special Meetings

Special meetings may be called for special or general purposes and shall be open except when conducted as an executive session for purposes authorized by law.[\[2\]](#)[\[7\]](#)[\[12\]](#)[\[16\]](#)

The President may call a special meeting at any time and shall call a special meeting upon presentation of the written requests of three (3) school directors. Upon the President's failure or refusal to call a special meeting, such meeting may be called at any time by a majority of the school directors.[\[7\]](#)

The order of business for special meetings shall be determined according to the stated purpose of the special meeting.

No business shall be transacted at any special meeting except that named in the call sent to school directors for such special meeting.[\[12\]](#)

Public Participation

At each open Board meeting, prior to official action by the Board, an opportunity shall be provided for public comment in accordance with law and Board procedures and policy.[\[2\]](#)[\[5\]](#)

Voting

All motions shall require for adoption a majority vote of those school directors present and voting, except as provided by statute or Board procedures.

All votes on motions and resolutions shall be by voice vote unless an oral roll call vote is requested by the President or another school director.

Special Voting Requirements –

**Indicates actions for which the minutes also must reflect how each school director voted.*

1. Actions requiring the unanimous affirmative vote of all members of the Board remaining in office:
 - a. Appoint as Board Secretary a former school director who has resigned, before the expiration of the term for which the member was elected.*[\[17\]](#)[\[18\]](#)
 - b. Appoint as solicitor a former school director who has resigned, before the expiration of the term for which the director was elected.*[\[17\]](#)[\[18\]](#)
2. Actions requiring the affirmative votes of two-thirds (2/3) of the full membership of the Board:

- a. Transferring, during the first three (3) months of the fiscal year, budgeted funds set apart or appropriated to a particular item of expenditure.*[\[18\]](#)[\[19\]](#)[\[20\]](#)
 - b. Adding or increasing appropriations to meet an emergency or catastrophe.*[\[18\]](#)[\[20\]](#)
 - c. Hiring as a teacher a former school director who has resigned, before the expiration of the term for which the director was elected.*[\[17\]](#)[\[18\]](#)
 - d. Conveying land or buildings to certain charities or other public agencies without following prescribed valuation procedures or with more favorable financing.*[\[18\]](#)[\[21\]](#)
 - e. Incurring temporary debt.*[\[18\]](#)[\[20\]](#)[\[22\]](#)
 - f. Dismissing a tenured professional employee after a hearing.*[\[18\]](#)[\[23\]](#)
 - g. Borrowing in anticipation of current revenue.*[\[18\]](#)[\[24\]](#)
 - h. Adopting or changing textbooks without the recommendation of the Superintendent.*[\[18\]](#)[\[25\]](#)
3. Actions requiring the affirmative votes of a majority of the full membership of the Board:
- a. Fixing the length of the school term.*[\[18\]](#)
 - b. Adopting textbooks recommended by the Superintendent.*[\[18\]](#)[\[26\]](#)
 - c. Appointing the district Superintendent and Assistant Superintendent(s).*[\[18\]](#)[\[27\]](#)[\[28\]](#)
 - d. Appointing teachers and principals.*[\[18\]](#)
 - e. Adopting the annual budget.*[\[18\]](#)[\[29\]](#)
 - f. Appointing tax collectors and other appointees.*[\[18\]](#)[\[30\]](#)[\[31\]](#)
 - g. Levying and assessing taxes.*[\[18\]](#)[\[32\]](#)
 - h. Purchasing, selling, or condemning land.*[\[18\]](#)
 - i. Locating new buildings or changing the location of old ones.*[\[18\]](#)
 - j. Creating or increasing any indebtedness.*[\[18\]](#)
 - k. Adopting planned instruction.[\[18\]](#)[\[33\]](#)
 - l. Establishing additional schools or departments.*[\[18\]](#)
 - m. Designating depositories for school funds.*[\[18\]](#)[\[34\]](#)[\[35\]](#)
 - n. Authorizing the transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another during the last nine (9) months of the fiscal year.*[\[18\]](#)[\[20\]](#)
 - o. Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds \$100 (including items subject to bid requirements).*[\[18\]](#)[\[36\]](#)
 - p. Fixing salaries or compensation of officers, teachers, or other appointees of the Board.*[\[18\]](#)

- q. Entering into contracts with and making appropriations to the intermediate unit for the district's proportionate share of the cost of services provided or to be provided by the intermediate unit.*[18]
- r. Dismissing, after a hearing, a Superintendent, Assistant Superintendent or non-tenured teacher.*[18][37][38]
- s. Determining the location and amount of any real estate required by the school district for school purposes.*[18][39]
- t. Vacating and abandoning property to which the Board has title.*[18][40]
- u. Determining the holidays, other than those provided by statute, to be observed by special exercises and those on which the schools shall be closed for the whole day. [41]
- v. Appointing a school director to fill a vacancy on the Board.*[18][42]
- w. Calling a special meeting when the President has failed to do so after written request of three (3) members of the Board.[7]
- x. Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.[43]
- y. Adopting, amending or repealing Board procedures and policy.[44]
- z. Approve or denying a charter school application.*[45]
- aa. Approve or denying a multiple charter school organization application.*[46]
- ab. Establishing joint schools or departments.*[47]

Abstention from Voting

A school director shall be required to abstain from voting when the issue involves either one of the following:

1. Conflict of interest under the Ethics Act.[49][50][51]

Prior to the vote being taken, the school director shall verbally disclose the nature of the conflict in public, and shall also provide the Board Secretary with a written memorandum stating the nature of the conflict, which shall be attached to the Board minutes as a public record.

Conflict of interest - use by a public official of the authority of their office or any confidential information received through holding public office for the private pecuniary benefit of the public official, a member of their immediate family or a business with which the public official or a member of their immediate family is associated. The term does not include an action having a de minimis economic impact or which affects to the same degree a class consisting of the general public or a subclass consisting of an industry, occupation or other group which includes the public official, a member of their immediate family or a business with which the public official or a member of their immediate family is associated. [49]

De minimis economic impact – an economic consequence which has an insignificant effect.[49]

Immediate family – parent, spouse, child, brother or sister.[49]

Business with which associated – any business in which the person or a member of the person's immediate family is a director, officer, owner, employee or has a financial interest. [\[49\]](#)

2. Relative recommended for appointment to or dismissal from a teaching position. [\[23\]](#)[\[52\]](#)

Relative – father, mother, brother, sister, husband, wife, son, daughter, stepson, stepdaughter, grandchild, nephew, niece, first cousin, sister-in-law, brother-in-law, uncle, or aunt.

The Board is encouraged to seek the guidance of the district solicitor or the State Ethics Commission for questions related to conflict of interest. [\[50\]](#)[\[51\]](#)

Minutes

The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all open Board meetings. Said minutes shall be comprehensible and complete and shall show: [\[53\]](#)[\[54\]](#)

1. Date, place, and time of the meeting.
2. Names of school directors present.
3. Presiding officer.
4. Substance of all official actions.
5. Actions taken.
6. Recorded votes and a record by individual members of all roll call votes taken. [\[55\]](#)
7. Names of all residents who appeared officially and the subject of their testimony.
8. Any matter added to a posted agenda, including the substance of the matter, the announced reason and the recorded vote, where applicable. [\[11\]](#)[\[13\]](#)

The Board Secretary shall provide each school director with a copy of the minutes of the last voting meeting prior to the next voting meeting. [\[1\]](#)

The minutes of Board voting meetings shall be approved at the next succeeding voting meeting and signed by the Board Secretary. [\[56\]](#)

Notations and any tape or audiovisual recordings shall not be the official record of an open Board meeting but may be available for public access, upon request made in accordance with Board policy. Any notations and/or audiovisual recordings of a Board meeting shall be retained and disposed of in accordance with the district's records retention schedule. [\[1\]](#)[\[57\]](#)[\[58\]](#)

Recess/Reconvene

The Board may at any time recess or reconvene to a reconvened meeting at a specified date and place, upon the majority vote of those present. The reconvened meeting shall immediately take up its business at the point in the agenda where the motion to recess was acted upon. Notice of the reconvened meeting shall be given as provided in Board policy. [\[10\]](#)[\[11\]](#)[\[59\]](#)

Executive Session

The Board may hold an executive session, which is not an open meeting, before; during; at the conclusion of an open meeting; or at some other time. The presiding officer shall announce the reason for holding the executive session; the announcement can be made at the open meeting prior to or after the executive session.[\[14\]](#)[\[16\]](#)[\[60\]](#)

The Board may discuss the following matters in executive session:

1. Employment issues.
2. Labor relations.
3. Purchase or lease of real estate.
4. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.
5. Matters that must be conducted in private to protect a lawful privilege or confidentiality.
6. School safety and security, of a nature that if conducted in public, would:[\[16\]](#)
 - a. Be reasonably likely to impair the effectiveness of school safety measures.
 - b. Create a reasonable likelihood of jeopardizing the safety or security of an individual or a school, including a building, public utility, resource, infrastructure, facility or information storage system.

Official actions based on discussions held in executive session shall be taken at an open meeting.

Work Sessions

The Board may meet as a Committee of the Whole in an open meeting to vote on or to discuss issues. Public notice of such meetings shall be made in accordance with Board procedures.[\[2\]](#)
[\[59\]](#)

A meeting of the Committee of the Whole, not regularly scheduled, may be called at any time by the President; the President shall call such a meeting when requested to do so by school directors. Public notice of the meeting shall be made in accordance with Board procedures.

The Board Secretary shall provide notice of a meeting of the Committee of the Whole in accordance with Board procedures.[\[10\]](#)[\[11\]](#)[\[59\]](#)

Committee Meetings

Standing committee meetings may be called at any time by the committee chairperson, with proper public notice, or when requested to do so by members of the committee.[\[10\]](#)[\[11\]](#)[\[59\]](#)

A majority of the total membership of a committee shall constitute a quorum.

Unless held as an executive session, standing committee meetings shall be open to the public, other school directors, and the Superintendent.[\[2\]](#)

A majority of the committee or the chairperson may invite Board employees, consultants or other persons who have special knowledge of an area under discussion.

Legal

[1. 24 P.S. 407](#)

[2. 65 Pa. C.S.A. 701 et seq](#)

[3. 24 P.S. 422](#)

4. Pol. 006.1
5. Pol. 903
- [6. 24 P.S. 405](#)
- [7. 24 P.S. 426](#)
- [8. 24 P.S. 427](#)
- [9. 24 P.S. 428](#)
- [10. 65 Pa. C.S.A. 703](#)
- [11. 65 Pa. C.S.A. 709](#)
- [12. 24 P.S. 423](#)
- [13. 65 Pa. C.S.A. 712.1](#)
- [14. 65 Pa. C.S.A. 707](#)
- [15. 24 P.S. 421](#)
- [16. 24 P.S. 425](#)
- [17. 24 P.S. 324](#)
- [18. 24 P.S. 508](#)
- [19. 24 P.S. 609](#)
- [20. 24 P.S. 687](#)
- [21. 24 P.S. 707](#)
- [22. 24 P.S. 634](#)
- [23. 24 P.S. 1129](#)
- [24. 24 P.S. 640](#)
- [25. 24 P.S. 803](#)
26. Pol. 108
- [27. 24 P.S. 1071](#)
- [28. 24 P.S. 1076](#)
29. Pol. 604
30. Pol. 005
31. Pol. 606
32. Pol. 605
33. Pol. 107
- [34. 24 P.S. 621](#)
35. Pol. 608
36. Pol. 610
- [37. 24 P.S. 1080](#)
- [38. 24 P.S. 514](#)
- [39. 24 P.S. 702](#)
- [40. 24 P.S. 708](#)
- [41. 24 P.S. 1503](#)
- [42. 24 P.S. 315](#)
43. Pol. 004

44. Pol. 003

[45. 24 P.S. 1717-A](#)

[46. 24 P.S. 1729.1-A](#)

[47. 24 P.S. 1701](#)

[48. 24 P.S. 224](#)

[49. 65 Pa. C.S.A. 1102](#)

[50. 65 Pa. C.S.A. 1103](#)

51. Pol. 827

[52. 24 P.S. 1111](#)

[53. 24 P.S. 518](#)

[54. 65 Pa. C.S.A. 706](#)

[55. 65 Pa. C.S.A. 705](#)

[56. 24 P.S. 433](#)

57. Pol. 800

58. Pol. 801

59. Pol. 006

[60. 65 Pa. C.S.A. 708](#)

[24 P.S. 408](#)

[24 P.S. 1075](#)

[24 P.S. 1077](#)

[65 Pa. C.S.A. 1101 et seq](#)

Pol. 612

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	100 PROGRAMS
Title	Academic Standards
Code	102
Status	Second Reading/Adoption
Adopted	May 10, 2010
Last Revised	November 10, 2014
Last Reviewed	October 7, 2025

Purpose

The Board recognizes the importance of developing, assessing and expanding academic standards to challenge students to achieve at their highest level possible. To this end, the district shall establish rigorous academic standards in accordance with, and may expand upon, those adopted by the State Board of Education.[\[1\]](#)[\[2\]](#)

Definition

Academic standards means what a student should know and be able to do at a specified grade level. For purposes of **this** policy, the term **academic standards encompasses** Pennsylvania Core Standards, state academic standards and local academic standards.[\[3\]](#)

Authority

The Board shall approve academic standards for district students to attain, in the following content areas:[\[2\]](#)

1. English Language Arts (**reading, writing, speaking and listening**).
2. Mathematics.
3. **Science, Environment, Ecology, Technology and Engineering (Grades K-5)**.
4. Science, **Environment and Ecology (Grades 6-12)**.
5. Technology **and Engineering (Grades 6-12)**.
6. Social Studies (history, geography, civics and government, economics) - to include reading in history and social studies, and writing for history and social studies.

7. Arts and Humanities.
8. Career Education and Work.
9. Health, Safety and Physical Education.
10. Family and Consumer **Sciences**.

Guidelines

The district's curriculum shall be designed to provide students with the planned instruction needed to attain established academic standards.[\[2\]](#)[\[4\]](#)[\[5\]](#)

The district shall assess individual student attainment of established academic standards and provide assistance for students having difficulty attaining academic standards.[\[2\]](#)[\[6\]](#)[\[7\]](#)

Students with disabilities may attain academic standards by completion of their Individualized Education Programs in accordance with law, regulations and Board policy.[\[2\]](#)[\[8\]](#)

Legal

[1. 22 PA Code 4.11](#)

[2. 22 PA Code 4.12](#)

[3. 22 PA Code 4.3](#)

4. Pol. 105

5. Pol. 107

6. Pol. 127

7. Pol. 212

8. Pol. 113

[22 PA Code 4.4](#)

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	100 PROGRAMS
Title	Curriculum
Code	105
Status	Second Reading/Adoption
Adopted	May 10, 2010
Last Revised	November 14, 2022
Last Reviewed	October 7, 2025
Prior Revised Dates	8/13/2018

Purpose

The Board recognizes its responsibility for the development, assessment and improvement of the educational program of the schools. To this end, the curriculum shall be evaluated, developed and modified on a continuing basis and in accordance with a plan for curriculum improvement.[\[1\]](#)

Definition

For purposes of this policy, **curriculum** shall be defined as a series of planned instruction aligned with established academic standards in each subject that is coordinated, articulated and implemented in a manner designed to result in the achievement of academic standards at the proficient level by all students.[\[2\]](#)[\[3\]](#)[\[4\]](#)

Authority

The Board shall be responsible for the curriculum of the district's schools. The curriculum shall be designed to provide students the opportunity to achieve the academic standards established by the Board. Attaining the academic standards requires students to demonstrate the acquisition and application of knowledge.[\[1\]](#)[\[2\]](#)[\[4\]](#)

In order to provide a quality educational program for district students, the Board shall adopt a curriculum plan that includes the requirements for courses to be taught; subjects to be taught in the English language; courses adapted to the age, development and needs of students; and strategies for assisting those students having difficulty attaining the academic standards.[\[1\]](#)[\[2\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)

Special Instruction/Observances

The district's curriculum plan must also include provisions for special instruction and observances to comply with state and federal law including, but not limited to, Constitution Day and Citizenship Day, Arbor Day and the Bill of Rights Week.[\[9\]](#)[\[10\]](#)

[\[11\]](#)

Guidelines

The district's curriculum shall provide the following:

1. Continuous learning through effective collaboration among the schools of this district.
2. Continuous access for all students to sufficient programs and services of a library/media facility and classroom collection to support the educational program.[12]
3. Guidance and counseling services for all students to assist in career and academic planning. [13]
4. A continuum of educational programs and services for all students with disabilities, pursuant to law and regulation.[14]
5. Language Instruction Educational Program for English Learner students, pursuant to law, regulation and Board policy.[15][16]
6. Compensatory education programs for students, pursuant to law and regulation.
7. Equal educational opportunity for all students, pursuant to law and regulation.[17][18]
8. Career awareness and vocational education, pursuant to law and regulation.[19]
9. Educational opportunities for identified gifted students, pursuant to law and regulation.[20]
10. Regular and continuous instruction in required safety procedures.[21]

Delegation of Responsibility

As the educational leader of the district, the Superintendent shall be responsible to the Board for the district's curriculum. **The Superintendent** shall establish procedures for curriculum development, evaluation and modification, which ensure the utilization of available resources, and effective participation of administrators and teaching staff members.[1]

A listing of all curriculum materials shall be made available for the information of parents/guardians, students, staff and Board members.[1][22]

The Superintendent may conduct pilot programs as deemed necessary to the continuing improvement of the instructional program.

The Board directs the Superintendent to **actively** pursue state and federal aid in support of research activities.

Legal

[1. 22 PA Code 4.4](#)

[2. 22 PA Code 4.12](#)

[3. 22 PA Code 4.3](#)

4. Pol. 102

[5. 24 P.S. 1511](#)

[6. 24 P.S. 1512](#)

7. Pol. 107

8. Pol. 127

[9. 36 U.S.C. 106](#)

[10. P.L. 108-447](#)

[11. 24 P.S. 1541-1555](#)

12. Pol. 109

13. Pol. 112

14. Pol. 113

[15. 22 PA Code 4.26](#)

16. Pol. 138

17. Pol. 103

18. Pol. 103.1

19. Pol. 115

20. Pol. 114

21. Pol. 805

22. Pol. 105.1

[22 PA Code 4.21](#)

[22 PA Code 4.22](#)

[22 PA Code 4.23](#)

[22 PA Code 4.25](#)

[22 PA Code 4.27](#)

[22 PA Code 4.29](#)

[22 PA Code 4.82](#)

Pol. 100

Pol. 106

Pol. 116

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	100 PROGRAMS
Title	Extracurricular Activities
Code	122
Status	Second Reading/Adoption
Adopted	May 10, 2010
Last Revised	November 9, 2020
Last Reviewed	October 7, 2025

Purpose

The Board recognizes the educational values inherent in student participation in extracurricular activities and supports the concept of student organizations for such purposes as **enriching the educational experience**, building social relationships, developing interests in a specific area, **promoting civic engagement** and gaining an understanding of the elements and responsibilities of **teamwork, leadership and** good citizenship.

Definitions

For purposes of this policy, **extracurricular activities refers to** programs, **including athletic activities**, that are sponsored or approved by the **Board, are** conducted wholly or partly outside the regular school **day and** are equally available to all students who voluntarily elect to participate.

For purposes of this policy, an **athletic activity** shall mean all of the following:[\[1\]](#)[\[2\]](#)

1. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.
2. Noncompetitive cheerleading that is sponsored by or associated with the school.
3. Practices, interschool practices and scrimmages for all athletic activities.

Authority

The Board shall make school facilities, supplies and equipment available and shall assign staff members for the support of extracurricular activities for students. Such availability and assignment shall be in accordance with the Equal Access Act **and other applicable laws, regulations and Board policies.**[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)

The Board encourages secondary level students to pursue clubs and interests that may not be related directly to any of the curriculum programs offered in the district. In pursuit of such goal and in compliance with law, the Board maintains a limited open forum in which secondary students may meet for voluntary student-initiated activities unrelated directly to the curriculum, regardless of the religious, political, philosophical or other content of the speech related to such activities.[3][7]

Any extracurricular activity shall be considered under the sponsorship of this Board when it has been approved by the Superintendent upon recommendation of the building principal.

The Board shall maintain the program of extracurricular activities at no cost to participating students, except that:

1. The Board's responsibility for provision of supplies shall carry the same exemptions as listed in the Board's policy on regular school supplies.[8]
2. Students may assume all or part of the costs for travel and attendance at extracurricular events and trips.
3. Booster organizations may be asked to off-set specific costs of extracurricular programs.

Where eligibility requirements are necessary or desirable, the Board shall **determine the standards for eligibility to be met by all students participating in an extracurricular activity.**[4][9]

The Board directs that no student may participate in extracurricular activities who has not:

1. **Met the requirements for academic eligibility.**[4]
2. **Complied with the requirements of applicable handbooks, Board policies, and administrative regulations.**[10][11][12]
3. **Adhered to other applicable conduct standards.**

Off-Campus Activities

Student conduct that occurs off school property **or during nonschool hours shall be addressed in accordance with the provisions of the student discipline policy regarding on and off-campus activities.**[12]

Delegation of Responsibility

Each school year, prior to participation in an athletic activity, every student athlete and their parent/guardian shall sign and return the **acknowledgment** of receipt and review of the following:[2][10][11][14]

1. Concussion and Traumatic Brain Injury Information Sheet.
2. Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet, **that includes information about electrocardiogram testing.**

The Superintendent or designee shall develop administrative regulations to implement the extracurricular activities program.

Guidelines

Guidelines shall ensure that the program of extracurricular activities:

1. Assesses the needs and interests of and is responsive to district students.
2. Involves students in developing and planning extracurricular activities.
3. Ensures provision of competent guidance and supervision by staff.
4. Guards against exploitation of students.
5. Provides a variety of experiences and diversity of organizational models.
6. Provides for continuing evaluation of the program and its components.
7. Ensures that all extracurricular activities are open to all students, **without discrimination**, and that all students are fully informed of the opportunities available to them.[\[15\]](#)[\[16\]](#)

Legal

[1. 24 P.S. 5322](#)

[2. 24 P.S. 1425](#)

[3. 20 U.S.C. 4071 et seq](#)

[4. 24 P.S. 511](#)

5. Pol. 103

6. Pol. 103.1

7. Pol. 122.1

8. Pol. 110

[9. 22 PA Code 12.3](#)

10. Pol. 123.1

11. Pol. 123.2

12. Pol. 218

13. Pol. 204

[14. 24 P.S. 5323](#)

[15. 22 PA Code 12.1](#)

[16. 22 PA Code 12.4](#)

[24 P.S. 5321 et seq](#)

Mahanoy Area School District v. B.L., 594 U.S. 180 (2021)

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	100 PROGRAMS
Title	Interscholastic Athletics
Code	123
Status	Second Reading/Adoption
Adopted	May 10, 2010
Last Revised	November 9, 2020
Last Reviewed	October 7, 2025

Purpose

The Board recognizes the value of a program of interscholastic athletics as an integral part of the total school experience for all district students and as a conduit for community involvement.

The **interscholastic athletic** program shall be organized to impact learning, skills, attitudes and ideals that a sound athletics program should and can provide for the participant.

The **interscholastic athletic** program fosters the growth of school loyalty within the student body as a whole and **inspires** community interest.

Interscholastic athletic activities and practice sessions provide opportunities to teach the values of competition, sportsmanship, and teamwork.

Definition

For purposes of this policy, the program of **interscholastic athletics includes** all activities relating to competitive or exhibition sport contests, games or events involving individual students or teams of students when such events occur between schools within this district or outside this district.

Authority

It shall be the policy of the Board to offer opportunities for participation in interscholastic athletic programs to male and female students on as equal a basis as is practicable and without discrimination, in accordance with **applicable laws, regulations and Board policies.**[\[1\]](#)[\[2\]](#)[\[3\]](#)
[\[4\]](#)[\[5\]](#)

The Board shall determine the standards of eligibility to be met by all students participating in **the interscholastic athletic** program. Such standards shall require that each student, before participating in any interscholastic **athletic** activity, be covered by student accident

insurance and undergo a physical examination by a licensed physician **to ensure that there are no obvious illnesses and/or injuries that would place the student or others at enhanced risk of injury.**[\[6\]](#)[\[7\]](#)

The **Board adopts the** eligibility standards set by the Constitution **and Bylaws** of the Pennsylvania Interscholastic Athletic Association (**P.I.A.A.**).

The Board directs that no student may participate in interscholastic athletics who has not:[\[6\]](#)

1. Met the requirements for academic eligibility.
2. Complied with the requirements of **applicable handbooks**, Board policies and administrative regulations.[\[8\]](#)[\[9\]](#)[\[10\]](#)
3. Adhered to **other** applicable **conduct** standards.

Off-Campus Activities

Student conduct that occurs off school property **or during nonschool hours shall comply with the provisions of the student discipline policy addressing on and off-campus activities.**[\[10\]](#)

Delegation of Responsibility

Each school year, prior to participation in an interscholastic athletic activity, every student athlete and their parent/guardian shall sign and return the **acknowledgment** of receipt and review of the following:[\[8\]](#)[\[9\]](#)[\[12\]](#)[\[13\]](#)

1. Concussion and Traumatic Brain Injury Information Sheet.
2. Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet, **that includes information about electrocardiogram testing.**

The Superintendent shall ensure that similar athletic programs are offered to both sexes in proportion to the district's enrollment, **in accordance with Title IX regulations.**[\[3\]](#)

The Superintendent shall ensure that interscholastic athletics are open to all eligible students and that all students are fully informed of the opportunities available to them.[\[14\]](#)[\[15\]](#)

Guidelines

Male/Female Athletic Opportunities Report

By October 15 of each year, on the designated disclosure form, the Superintendent or designee shall report to the PA Department of Education the interscholastic athletic opportunities and treatment for male and female secondary school students for the preceding school year.[\[16\]](#)

By November 1 of each year, the completed disclosure form shall be made available for public inspection during regular business hours and posted on the district's website.[\[16\]](#)

The availability of the completed disclosure form shall be announced by posting a notice on school bulletin boards, in the school newspaper, on any electronic mailing list or list serve, and by any other reasonable means.[\[16\]](#)

Name, Image and Likeness

Students and their parents/guardians are responsible for following the rules set by the P.I.A.A. for the student to maintain their amateur status in order to be continuously eligible to participate in the district's interscholastic athletics program.[\[17\]](#)

Students may use their own name, image and likeness for such permissible activities that include commercial endorsements, promotional activities, social media presence, product or service advertisements and unique digital items/assets.[\[17\]](#)

District employees and any individual affiliated with a P.I.A.A. member school, including booster clubs, coaches, collectives, administrators and alumni, are prohibited from soliciting, arranging, negotiating or paying for a student's use of their name, image and likeness and/or the provision of consideration to a student for the use of their name, image and likeness. This provision does not apply if the use of the name, image and likeness is for their own child.[\[17\]](#)

Students must notify the building principal or Athletic Director upon entering into any type of name, image and likeness contracts or agreements within seventy-two (72) hours of entering into such contract or agreement. Such notification does not serve as approval by the district of any name, image and likeness contract or agreement.[\[17\]](#)

Legal

[1. 22 PA Code 4.27](#)

[2. 24 P.S. 1601-C et seq](#)

[3. 34 CFR 106.41](#)

4. Pol. 103

5. Pol. 103.1

[6. 24 P.S. 511](#)

[7. PIAA Bylaws, Article V](#)

8. Pol. 123.1

9. Pol. 123.2

10. Pol. 218

11. Pol. 204

[12. 24 P.S. 5323](#)

[13. 24 P.S. 1425](#)

[14. 22 PA Code 12.1](#)

[15. 22 PA Code 12.4](#)

[16. 24 P.S. 1603-C](#)

[17. PIAA Bylaws, Article II](#)

[24 P.S. 5321 et seq](#)

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	900 COMMUNITY
Title	Title I Parent and Family Engagement
Code	918
Status	Second Reading/Adoption
Adopted	May 10, 2010
Last Revised	June 11, 2018
Last Reviewed	October 7, 2025

Purpose

The Board recognizes that meaningful parent and family engagement contributes to the achievement of state academic standards by students participating in Title I programs. The Board views the education of students as a cooperative effort among the school, parents and family members, and community.[\[1\]](#)[\[2\]](#)

Definition

Parent and Family (Family Member) - these terms are used interchangeably and shall include caregivers, a legal guardian or other person standing in loco parentis such as a grandparent or stepparent with whom the child lives, a person who is legally responsible for the child's welfare, or a legally appointed Education Decision Maker of a child participating in a Title I program.

Authority

The Board directs the district and each of its schools with a Title I program to:[\[1\]](#)

1. Conduct outreach to all parents and family members.
2. Include parents and family members in development of the district's overall Title I Plan and process for school review and improvement.[\[3\]](#)
3. Include parents and family members in the development of the Title I Parent and Family Engagement Policy. Following adoption of the policy by the Board, the policy shall be:
 - a. Distributed in writing to all parents and family members.
 - b. Incorporated into the district's Title I Plan.[\[3\]](#)
 - c. Posted to the district's publicly accessible website.[\[4\]](#)

d. Evaluated annually with parent and family involvement.

4. Provide opportunities and conduct meaningful collaborations with parents and family members in the planning and implementation of Title I programs, activities and procedures.

Accessibility

The district and each of its schools with a Title I program shall provide communications, information and school reports to parents and family members who are migrants or who have limited English proficiency, a disability, limited literacy, or racial and ethnic minority backgrounds, in a language they can understand.[1][5]

Delegation of Responsibility

The Superintendent or designee shall ensure that the district's Title I Parent and Family Engagement Policy, plan and programs comply with the requirements of federal law.[1][3]

The Superintendent or designee shall ensure that the district and its schools with Title I programs provide opportunities for the informed participation of parents and family members by providing resources, information and school reports in an understandable and uniform format or, upon request, in another format. Such efforts shall include:

1. Providing communications in clear and simple language.
2. Posting information for parents and family members on the district's website.
3. Including a telephone number for parents and family members to call with questions.
4. Partnering with community agencies which may include libraries, recreation centers, community-based organizations and faith-based organizations to assist in sharing information.
5. Provide language access services to families with limited English proficiency through on-site or telephonic translation and interpretation services, as appropriate.[5]

The building principal and/or Title I staff shall notify parents and family members of the existence of the Title I programs and provide:

1. An explanation of the reasons supporting their child's selection for the program.
2. A set of goals and expectations to be addressed.
3. A description of the services to be provided.
4. A copy of this policy and the School-Parent and Family Compact.[1]

Parents and family members shall actively carry out their responsibilities in accordance with this policy and the School-Parent and Family Compact. At a minimum, parents and family members shall be expected to:[1]

1. Volunteer in their child's classroom.[6]
2. Support their child's learning.
3. Participate, as appropriate, in decisions relating to the education of their child and positive use of extracurricular time.

Guidelines

Each district school operating a Title I program shall hold an annual meeting of parents and family members at a convenient time, to explain the goals and purposes of Title I programs and to inform them of their right to be involved. Parents and family members shall be given the opportunity to participate in the design, development, operation and evaluation of the program. Parents and family members shall be encouraged to participate in planning activities, to offer suggestions, and to ask questions regarding policies and programs.[\[1\]](#)

The schools with Title I programs shall offer a flexible number of meetings which shall be held at various times of the morning and evening. Title I funds may be used to enable parent and family member attendance at meetings through payment of transportation, child care costs or home visits.[\[1\]](#)

The schools shall involve parents and family members in an organized, ongoing and timely way, in the planning, review and improvement of Title I programs, the Title I Parent and Family Engagement Policy and the joint development of the Title I Plan.[\[1\]](#)[\[3\]](#)

At these meetings, parents and family members shall be provided:[\[1\]](#)

1. Timely information about programs provided under Title I.
2. Description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the achievement levels of the academic standards.
3. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.

To ensure the continuous engagement of parents and family members in the joint development of the Title I Plan and with the school support and improvement process, the district shall:

Establish meaningful, ongoing two-way communication between the district, staff and parents and family members.

Communicate with parents and family members about the plan and seek their input and participation through the use of newsletters, the district website, email, telephone, parent and teacher conferences, and home visits if needed.

Train personnel on how to collaborate effectively with parents and family members with diverse backgrounds that may impede their participation, such as limited literacy or language difficulty.

Post school performance data on the district's website.

Distribute and discuss the School-Parent and Family Compact.

Host various parent and family nights at each school building with a Title I program.

Establish and support active and engaged Title I parent and family advisory councils. The council will include a majority of parents and family members of students participating in Title I programs, as well as the building principal, teachers or other appropriate staff, students and community members. The purpose of the council shall be to focus on improved student achievement, effective classroom teaching, parent/family/community engagement in the educational process, and to facilitate communications and support.

Invite participation of parents and family members at the regular comprehensive planning committee meetings, Title I budget meetings and school improvement plan meetings to obtain input and propose school improvement initiatives.

If the Title I Plan is not satisfactory to parents and family members, the district shall submit any parent or family member comments with the plan when the school makes the plan available to the Board.[1][3]

Building Capacity for Parent and Family Engagement

The district shall provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools in planning and implementing effective parent and family involvement activities to improve academic achievement and school performance through:[1]

1. Providing assistance to parents and family members in understanding such topics as the academic standards, state and local academic assessments, the requirements of parent and family involvement, how to monitor a child's progress and work with teachers to improve the achievement of their children.[2][7]
2. Providing material and training to help parents and family members work with their children to improve academic achievement and to foster parent and family engagement, such as:
 - a. Scheduling trainings in different locations on a variety of topics including how to support their child in school, literacy, school safety, cultural diversity and conflict resolution.
 - b. Using technology, including education about the harms of copyright piracy, as appropriate.[8]
 - c. Providing information, resources and materials in a user friendly format.
 - d. Providing, as requested by a parent or family member, other reasonable support for parent and family engagement activities.
 - e. Providing a Parent Portal as a tool to monitor grades and achievement.
3. Educating teachers, specialized instructional support personnel, principals and other school leaders and staff, with the assistance of parents and family members, on the value and usefulness of contributions of parents and family members and in how to reach out to, communicate with, and work with them as equal partners, implement and coordinate parent and family programs, and build ties between parents and family members and the school.[9]
4. To the extent feasible and appropriate, coordinating and integrating Title I parent and family involvement efforts and activities with other federal, state and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents and family members in more fully participating in the education of their children.[1][5][10][11][12][13][14][15]

Coordinating Parent and Family Engagement Strategies

The district shall coordinate and integrate Title I parent and family engagement strategies with other parent and family engagement strategies required by federal, state, and local laws by:[1][5][10][11][12][13][14][15]

1. Involving district and program representatives to assist in identifying specific parent and family member needs.

2. Sharing data from other programs to assist in developing initiatives to advance academic achievement and school improvement.

Annual Parent and Family Engagement Policy Evaluation

The district shall conduct, with meaningful participation of parents and family members, an annual evaluation of the content and effectiveness of this policy in improving the academic quality of all district schools with a Title I program.[1]

The evaluation shall identify:[1]

1. Barriers to parent and family member participation, with particular attention to those who are migrants, are economically disadvantaged, have a disability, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority.
2. The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers.
3. Strategies to support successful school and parent and family interactions.

The evaluation shall be conducted through:

Establishment of a schedule and process for the policy review and revision by parents and family members.

Parent and family member and teacher input on a school level and district-wide parent and family engagement outcomes.

Documentation of parent and family member input regarding Title I programs and activities from throughout the year.

The district shall use the findings of the annual evaluation to design evidence-based strategies for more effective parent and family engagement, and to revise, if necessary, the district's Title I Parent and Family Engagement Policy.[1]

School-Parent and Family Compact

Each school in the district receiving Title I funds shall jointly develop with parents and family members a School-Parent and Family Compact outlining the manner in which parents and family members, the entire school staff and students will share responsibility for improved student academic achievement and the means by which the school and parents and family members will build and develop partnerships to help children achieve the state's academic standards. The compact shall:[1]

1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment, enabling students in Title I programs to meet the academic standards.
2. Describe the ways in which parents and family members will be responsible for supporting their child's learning; volunteering in the classroom; and participating, as appropriate, in decisions related to their child's education and positive use of extracurricular time.[6]
3. Address the importance of ongoing two-way, meaningful communication between parents/family members and teachers through, at a minimum, annual parent-teacher conferences at the elementary level, frequent reports to parents and family members on their child's progress, reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.[6]

Title I Funds

Unless exempt by law, the district shall reserve at least one percent (1%) of its Title I funds to assist schools in conducting parent and family engagement activities. Parents and family members shall be involved in the decisions regarding how the Title I reserved funds are used for parent and family engagement activities.[\[1\]](#)

Not less than ninety percent (90%) of the reserved funds shall be distributed to district schools with a Title I program, with priority given to high need schools. The district shall use the Title I reserved funds to conduct activities and strategies consistent with this policy, including:[\[1\]](#)

Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members.

Engaging in any other activities and strategies that the district determines are appropriate and consistent with this policy.

Documentation of Parent and Family Engagement Practices

Documentation to track the implementation of this policy is an essential part of compliance and may include, but not be limited to, sign-in sheets at workshops, meetings and conferences; schedules, training and informational materials; communications and brochures; and meeting notes.

Legal

[1. 20 U.S.C. 6318](#)

2. Pol. 102

[3. 20 U.S.C. 6312](#)

[4. 24 P.S. 510.2](#)

5. Pol. 138

6. Pol. 916

7. Pol. 127

8. Pol. 814

9. Pol. 333

[10. 20 U.S.C. 7845](#)

[11. 29 U.S.C. 3271 et seq](#)

[12. 29 U.S.C. 701 et seq](#)

[13. 42 U.S.C. 11301 et seq](#)

[14. 42 U.S.C. 9831 et seq](#)

15. Pol. 212

[918-Attach-District-Level Parent And Family Engagement Policy.docx \(36 KB\)](#)

[918-Attach-School-Level Parent And Family Engagement Policy.docx \(33 KB\)](#)

Fox Chapel Area School District

Combined Agenda Study Session
and Regular Business Meeting

December 2, 2025

Policies – Revised – First Reading

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Comprehensive Planning
Code	100
Status	First Reading
Adopted	May 10, 2010
Last Revised	November 10, 2014
Last Reviewed	November 5, 2025

Purpose

The Board recognizes the importance of comprehensive planning in developing and guiding the district's goals, and the educational programs and operation of the schools. Participation by educational stakeholders is a critical element of such planning.

Authority

The Board shall provide guidance in the district's comprehensive planning process, and shall ensure active participation by Board members, administrators, teachers, other district personnel, students, parents/guardians and representatives from local businesses and the community.

As part of the comprehensive planning process, the Board directs that the district develop and implement individual plans and components as required by law, regulations, and funding and program requirements.[\[1\]](#)

The Board directs that the goals and action plans developed through comprehensive planning shall be continuously monitored and reviewed to ensure students are achieving at high levels.

Professional Education

The district shall develop and submit a professional education plan to the Secretary of Education for approval every three (3) years, as required by law and regulations. Prior to approval by the Board and submission to the Secretary of Education, the professional education plan shall be made available for public inspection and comment **in the district's administrative offices and the nearest public library** for a minimum of twenty-eight (28) days.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

Induction

The district shall develop and submit an induction plan to the Department of Education for approval every six (6) years, as required by law and regulations. Prior to approval by the Board and submission to the Department of Education, the induction plan shall be made available for

public inspection and comment **in the district's administrative offices and the nearest public library** for a minimum of twenty-eight (28) days.[\[1\]](#)[\[4\]](#)[\[5\]](#)

Student Services

The district shall develop and implement a written plan every six (6) years for providing a comprehensive and integrated K-12 program of student services, as required by law and regulations. Prior to approval by the Board, the student services plan shall be made available for public inspection and comment **in the district's administrative offices and the nearest public library** for a minimum of twenty-eight (28) days.[\[1\]](#)[\[6\]](#)[\[7\]](#)

Special Education

The district shall develop and submit a special education plan to the Department of Education for approval every three (3) years, and shall implement such plan as required by law and regulations. Prior to approval by the Board and submission to the Department of Education, the special education plan shall be made available for public inspection and comment **in the district's administrative offices and the nearest public library** for a minimum of twenty-eight (28) days.[\[1\]](#)[\[8\]](#)[\[9\]](#)

Gifted Education

The district shall develop and implement a gifted education plan every six (6) years, as required by law and regulations. Prior to approval by the Board, the gifted education plan shall be made available for public inspection and comment **in the district's administrative offices and the nearest public library** for a minimum of twenty-eight (28) days.[\[1\]](#)[\[10\]](#)[\[11\]](#)

Prekindergarten Education

When offering or contracting with a community agency to offer a prekindergarten program, the district shall develop an implementation plan that meets the requirements of law and regulations. The plan shall be submitted to the Department of Education in the initial year and every three (3) years, or when the plan is amended, whichever is sooner. Prior to approval by the Board and submission to the Department of Education, the district shall make the prekindergarten implementation plan available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.[\[2\]](#)[\[12\]](#)

Delegation of Responsibility

The Superintendent shall be responsible for organizing the comprehensive planning process, ensuring participation in accordance with Board policy and submitting the required plans to the Department of Education.

The Superintendent or designee shall be responsible for implementing the goals and action plans developed through comprehensive planning and providing written quarterly progress reports to the Board.

Legal

[1. 22 PA Code 4.13](#)

[2. 22 PA Code 49.17](#)

[3. 24 P.S. 1205.1](#)

4. Pol. 333

[5. 22 PA Code 49.16](#)

[6. 22 PA Code 12.41](#)

7. Pol. 146

[8. 22 PA Code 14.104](#)

9. Pol. 113

[10. 22 PA Code 16.4](#)

11. Pol. 114

[12. 22 PA Code 4.20](#)

[22 PA Code 4.4](#)

Pol. 002

Pol. 004

Pol. 101

Pol. 105

Pol. 107

Pol. 109

Pol. 701

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Vision/Mission Statement/Beliefs/Shared Values
Code	101
Status	First Reading
Adopted	May 10, 2010
Last Revised	April 13, 2015
Last Reviewed	November 5, 2025

Authority

Vision

The Fox Chapel Area School District will engage students in a learning community that values belonging and focuses on the education of the whole student through four pillars for success:[1]

1. **Purpose:** Learning and teaching through inclusive, standards-aligned, and culturally responsive approaches that meet the needs of all students, while monitoring growth and success through a data-informed approach for continuous improvement.
2. **Passion:** Providing students with authentic learning experiences that motivate them to pursue their interests with a focus on educating the whole student.
3. **Care:** Fostering safe and supportive learning environments that value the diversity, individuality, social and emotional wellness, and belonging of all students.
4. **Community:** Partnering and collaborating with the community.

Mission

The Fox Chapel Area School District exists to maximize **learning, achievement and growth through a focus on educating the whole student.**[2][3]

Beliefs . . . We Believe That

All students want to learn, are capable of learning, and share in the responsibility for their education.

Contributing partners in the educational process include all district staff, students, families, and the community.

Responsive schools take a leading role in promoting safety and wellness.

Educators must be knowledgeable and current in their profession, discipline, and pedagogy.

It is important for each member of the educational community to recognize and respect all forms of diversity.

Effective schools are built upon integrity and foster respectful, inclusive, and dynamic environments.

Schools of excellence have effective educational leaders.

Fiscal decisions must effectively balance the educational needs of the students and resources of the community.

Core Values

1. Respect:

- Valuing self and others.
- Caring for one's environment.
- Pride in positive actions.

2. Responsibility:

- Accountability.
- Taking ownership in what you do.
- Listening and following through.

3. Integrity:

- Doing the right thing (even when no one is watching).
- Honest with self and others.
- Trustworthy in thoughts, words, and actions.

Legal

[1. 22 PA Code 4.1](#)

[2. 22 PA Code 4.13](#)

3. Pol. 100

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	100 Programs
Title	Standards for Persistently Dangerous Schools
Code	143
Status	First Reading
Adopted	May 10, 2010
Last Reviewed	November 5, 2025

Purpose

The Pennsylvania Department of Education, as required by the Unsafe School Choice Option provision of **federal law**, hereby adopts the following standards for identifying persistently dangerous schools.[\[1\]](#)[\[2\]](#)

Definitions

As used in these standards, the following terms shall be defined as provided herein:[\[3\]](#)

Dangerous incidents - shall include both weapons possession incidents resulting in arrest (guns, knives or other weapons) and violent incidents resulting in arrest (homicide, kidnapping, robbery, sexual offenses and assaults) as reported on the Violence and Weapons Possession Report (PDE-360).

Department - shall mean the Pennsylvania Department of Education.

Local Educational Agency or LEA - shall include a school district, an area vocational-technical school, an intermediate unit or a charter school.

Persistently dangerous school - shall mean any public elementary, secondary or charter school that meets any of the following criteria in the most recent school year and in one (1) additional year of the two (2) years prior to the most recent school year:

1. For a school whose enrollment is 250 or less - at least five (5) dangerous incidents.
2. For a school whose enrollment is between 251 to 1,000 - a number of dangerous incidents that represents at least two percent (2%) of the school's enrollment.
3. For a school whose enrollment is over 1,000 - twenty (20) or more dangerous incidents.

Safe public school - shall mean a public school that has not been designated as a persistently dangerous school under these standards or that has had such designation removed by the Department.

Guidelines

Student Opportunity to Transfer

1. Except as provided below, a student who attends a persistently dangerous school must be offered the opportunity to transfer to a safe public school within the LEA, including a charter school.
2. A student who attends a persistently dangerous school may apply to transfer at any time while the school maintains that designation.

Delegation of Responsibility

Department of Education's Responsibilities

1. The Department shall identify those schools that meet or exceed the criteria for a persistently dangerous school by analyzing the Annual Report on School Violence and Weapons Possession (PDE-360). In identifying persistently dangerous schools, the Department will use the most recent data available to it from the reporting LEA, and will take all reasonable steps to verify that the data is valid and reliable.
2. After review and verification of PDE-360 data, the Department shall promptly inform an LEA when any of its schools meets the definition of persistently dangerous school.
3. The Department shall provide technical assistance to the LEA in developing a corrective action plan. The Department shall review proposed corrective action plans submitted by LEAs and shall approve suitable corrective action plans.
4. After approval of the corrective action plan, the Department shall conduct a site visit to each persistently dangerous school to assess the school's progress in implementing the plan. If no significant improvement is observed, the Department may require the LEA to submit a revised corrective action plan for that school.
5. The Department shall reassess a school's designation as persistently dangerous at the end of the school year during which its corrective action plan is completed.
6. During the reassessment described above, the Department shall remove the designation if the school no longer meets the definition of persistently dangerous school.

LEA's Responsibilities

1. Pursuant to Pennsylvania's Safe Schools Act, all school entities as defined by the Act must report to the Department all incidents involving acts of violence; possession of a weapon; or the possession, use, or sale of a controlled substance, alcohol, or tobacco by any person on school property or at school-sponsored events or on school transportation to and from school or school-sponsored activities.[\[4\]](#)
2. Within ten (10) school days of receiving notification by the Department, an LEA shall notify the parent or legal guardian of each student who attends the school that the Department has identified the school as persistently dangerous.
3. The LEA shall offer all students who attend the school the opportunity to transfer to a safe public school, including a charter school, within the LEA.
4. The notification and offer to transfer shall state that no student is required to transfer to another school.
5. Upon receipt of an application to transfer, the LEA shall transfer the student within thirty (30) calendar days.

6. When considering a student's request to transfer to another school, the LEA should take into account the particular needs of the student and the parent/guardian.
7. To the extent possible, the LEA should allow the student to transfer to a school that is making adequate yearly progress, and one that is not identified as being in school improvement, corrective action, or restructuring.
8. A charter school only has to accept a student who meets its admission criteria if space is available.
9. If there is not another safe school within the LEA to which students may transfer, the LEA is encouraged, but not required, to establish an agreement with a neighboring LEA to accept the transfer of students.
10. The LEA must submit a corrective action plan to the Department within thirty (30) calendar days of receiving notification that a school has been identified as persistently dangerous.
11. The LEA must receive approval from the Department for its corrective action plan and shall implement all steps contained in its corrective action plan within the time periods specified in that plan.
12. After the Department has notified an LEA that a school is no longer identified as a persistently dangerous school, the LEA is encouraged to permit students who transferred to complete their education at their new school. LEAs may not require students to return to their original school if the students are enrolled in a charter school.

Legal

[1. 20 U.S.C. 7912](#)

[2. 22 PA Code 403.6](#)

[3. 22 PA Code 403.2](#)

[4. 24 P.S. 1303-A](#)

[24 P.S. 2603-B](#)

[22 PA Code 403.1](#)

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Assignment and Transfer
Code	309
Status	First Reading
Adopted	May 10, 2010
Last Revised	February 9, 2015
Last Reviewed	November 5, 2025

Authority

The assignment and transfer of administrative, professional and support employees within the district shall be determined by the management, supervisory, instructional and operational needs of the schools and the school district.

The Board shall approve the initial assignment of all employees at the time of employment and when such assignments involve a transfer from one building or supervisor to another or involve a move to a position requiring a certificate or credentials other than those required for the employee's present position.[\[1\]](#)[\[2\]](#)

Each applicant for transfer or reassignment shall be required to submit an official child abuse clearance statement unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee of this district and the applicant's official child abuse clearance statement is current.[\[7\]](#)[\[8\]](#)

Each applicant for transfer or reassignment from a position without direct contact with students to a position with direct contact shall be required to submit criminal background checks as required by law. Such applicants shall report, on the designated form, arrests and convictions as specified on the form. Failure to accurately report such arrests and convictions may subject the individual to disciplinary action up to and including termination and criminal prosecution.[\[5\]](#)[\[6\]](#)

Delegation of Responsibility

The Superintendent or designee shall provide a system of assignment or reassignment for district employees that includes consideration of requests for voluntary transfers.

The Superintendent, in considering any assignment or transfer, **shall assure that low-income students and minority students are not taught at higher rates than other students by unqualified, out-of-field or inexperienced teachers.**

The Superintendent may, in considering any assignment or transfer, base the decision on:

1. Impact of proposed assignment on the educational program.
2. Employee's background, experience and preparation for the position.
3. Employee's success in former positions.
4. Employee's length of service in the district and in the position presently held.
5. Recommendations of the employee's administrative supervisors.
6. Administrative and operational efficiency advanced by the proposed assignment.

Vacancies shall be publicized to all appropriate employees.

Before new employees are sought, requests for transfer to a vacant position will be considered.

Requests may be made by a member to transfer to a different position or building when a vacancy exists and shall be filed in writing with the Superintendent stating the reasons for seeking transfer, the building or position sought, and the applicant's qualifications.

Involuntary transfers shall be made at the discretion of the Superintendent, at which time the affected employee shall be notified in writing, setting forth the reasons for such transfer.

Employees shall be informed of their assignments at the earliest possible date preceding the school year in which the assignment will be effective.

This policy shall not prevent reassignment of an employee during the school year for good cause, as determined by the Superintendent.

Legal

[1. 24 P.S. 508](#)

[2. 24 P.S. 510](#)

[5. 24 P.S. 111](#)

6. Pol. 317

[7. 23 Pa. C.S.A. 6344.3](#)

[8. 23 Pa. C.S.A. 6344.4](#)

[22 PA Code 8.1 et seq](#)

[23 Pa. C.S.A. 6301 et seq](#)

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Performance Assessment of Superintendent/Deputy Superintendent
Code	312
Status	First Reading
Adopted	May 10, 2010
Last Revised	April 13, 2015
Last Reviewed	November 5, 2025

Authority

The Board shall **conduct a formal written performance assessment** of the Superintendent and Deputy Superintendent annually **as required by law. An evaluation process and timeframe for the assessment shall be included in the employment contracts.**[\[1\]](#)

The employment contracts shall include objective performance standards and the evaluation process mutually agreed to in writing by the Board and the Superintendent or Deputy Superintendent.

The Deputy Superintendent's objective performance standards shall support the Superintendent's objective performance standards and be approved by the Superintendent. The Superintendent shall annually complete the evaluation of the Deputy Superintendent.

The mutually agreed upon objective performance standards shall be posted on the district website.[\[1\]](#) **Upon completion of the annual performance assessment, the date of the assessment and whether or not the Superintendent and Deputy Superintendent have met the agreed upon objective performance standards shall be posted on the district website.**[\[1\]](#)

Legal [1. 24 P.S. 1073.1](#)
[24 P.S. 1080](#)
Pol. 302

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Nontenured Employees
Code	316
Status	First Reading
Adopted	May 10, 2010
Last Reviewed	November 5, 2025

Authority

It is the policy of the Board that certain administrative and professional staff members shall be employed with the understanding that the assigned job functions are not governed by tenure law.[\[1\]](#)[\[2\]](#)[\[3\]](#)

Nontenured administrative and professional employees shall include any position in which provision for tenure is not made by law.[\[2\]](#)[\[3\]](#)

Legal

- [1. 24 P.S. 510](#)
- [2. 24 P.S. 1089](#)
- [3. 24 P.S. 1101](#)

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Family and Medical Leaves
Code	335
Status	First Reading
Adopted	May 10, 2010
Last Reviewed	November 5, 2025

Authority

The Board **shall provide eligible** administrative, professional and support employees **with unpaid** leaves of absence in **accordance** with the Family And Medical Leave Act, hereinafter referred to as FMLA.[1][2]

Employee requests for FMLA leave shall be processed in accordance with law, Board policy and administrative regulations.

Delegation of Responsibility

The Superintendent shall develop and **disseminate** administrative regulations **to implement FMLA** leave for **eligible employees**.

The district shall post, **in conspicuous places in the district customarily used for notices to employees and applicants, a notice regarding the provisions of the FMLA and the procedure for filing a complaint.**[3](#)

Employee requests for leave, both FMLA and non-FMLA, shall be **submitted** in writing on a district form to the **Deputy** Superintendent.

Guidelines

Employees' eligibility for FMLA leave shall be based on the criteria established by law.[3](#)[4](#)

Eligible employees shall be provided up to twelve (12) workweeks of unpaid leave in a twelve-month period for the employee's own serious health condition; for the birth, adoption, foster placement or first-year care of a child; to care for a seriously ill spouse, child or parent; or to address specific qualifying exigencies pertaining to a member of the Armed Forces.[4](#)

Eligible employees shall be provided up to twenty-six (26) workweeks of unpaid leave in a single twelve-month period to care for an ill or injured covered service member.[4](#)

All requests for leave, both FMLA leave and non-FMLA leave, shall be made in writing on a district form to the **Assistant Deputy** Superintendent. The form shall request sufficient information to determine whether the leave qualifies as an FMLA leave.

Medical certification forms shall be required whenever allowed or authorized by provision of the FMLA.[\[4\]](#)[\[9\]](#)

If the employee requesting an FMLA leave qualifies for and is entitled to any paid leave under an administrative compensation plan, individual contract, collective bargaining agreement, Board policy or statutory mandate, the employee may utilize such paid leave concurrent with the FMLA leave.[\[4\]](#)

Employees shall be required to provide a fitness-for-duty certificate upon returning from an FMLA leave when the leave was taken because of the employee's own serious health condition, except where such a requirement would be in violation of an administrative compensation plan, individual contract, or collective bargaining agreement, or where the employee has taken a paid leave concurrent with the FMLA leave and Board policy and district practice has not required a fitness-for-duty certificate to be provided.[\[4\]](#)[\[10\]](#)

For purposes of determining whether an eligible employee under the FMLA has exhausted the twelve (12) weeks of leave in any twelve-month period, the district shall utilize a twelve-month period measured forward from the date the first FMLA leave is used, to avoid stacking of back-to-back leave entitlements.[\[8\]](#)

An employee will be denied intermittent leave or leave on a reduced leave schedule to care for an immediate family member (spouse, child, parent) with a serious health condition, or if the employee has a serious health condition, when:

1. The employee fails to establish, through medical certification, that there is a medical need for such a leave (as distinguished from voluntary treatments and procedures).
2. The employee has failed to establish, through medical certification, that it is medically necessary for the leave to be taken intermittently on a reduced leave schedule.

Eligibility for an FMLA leave shall be based entirely on the eligibility criteria established by the FMLA.[\[4\]](#)[\[11\]](#)

Instructional employees may be required to continue FMLA leave to the beginning of a grading period or term if conditions of leave are those specified in the law.[\[11\]](#)

This policy shall not be construed to expand eligibility for an FMLA leave beyond what is required by the law.

Legal

[1. 29 U.S.C. 2601 et seq](#)

[2. 29 CFR Part 825](#)

[3. 29 U.S.C. 2611](#)

[4. 29 U.S.C. 2612](#)

[5. 29 U.S.C. 2619](#)

[8. 29 CFR 825.200](#)

[9. 29 U.S.C. 2613](#)

[10. 29 U.S.C. 2614](#)

[11. 29 U.S.C. 2618](#)

Pol. 000

Pol. 813

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	300 Employees
Title	Compensated Professional Leaves
Code	338.1
Status	First Reading
Adopted	May 10, 2010
Last Reviewed	November 5, 2025

Purpose

This policy shall establish the district's parameters for granting professional development and classroom occupational exchange leaves for certificated administrative and professional employees.

Definitions

Professional Development Leave - shall be defined as a leave of absence granted for the purpose of improving professional competency or obtaining a professional certificate or commission. Such leave shall be directly related to an employee's professional responsibilities, as determined by the Board, and be restricted to activities required by state regulation or law.[\[1\]](#)

Classroom Occupational Exchange Leave - shall be defined as a leave of absence granted for the purpose of acquiring practical work experience in business, industry or government.[\[2\]](#)

Authority

The Board shall have sole authority to adopt and enforce policy establishing the conditions for approval of a professional development leave for eligible employees. All requests for such leave shall be subject to review by the Board. The Board may approve or reject a proposed plan for professional development leave.[\[1\]](#)

The Board may grant a leave to eligible employees for classroom occupational exchange leave for the specified purpose.[\[2\]](#)

Guidelines

PROFESSIONAL DEVELOPMENT LEAVE

Eligibility

To qualify for professional development leave, an eligible employee shall have completed ten (10) years of satisfactory service in the public schools of the Commonwealth; at least five (5) consecutive years of such service shall be in this school district.[3]

A leave for professional development may be taken for a half or full school term or for two (2) half school terms during a period of two (2) years, at the employee's option. All courses must be completed within the date parameter of the semester (as per the district calendar) in which they are approved. Summer courses do not qualify for any educational sabbatical.[3]

The total number of administrative employees on such leaves of absence shall not exceed ten percent (10%) of the number of eligible employees. The total number of professional employees on such leaves of absence shall not exceed ten percent (10%) of the number of eligible employees.[4]

Application

Professional development leaves shall be granted only to employees participating in an academic program for the purpose of retaining a professional certificate or commission, further preparation and improvement in an area(s) of certification, additional certification, attaining other appropriate and identifiable educational positions within the school district, or as the Board may require, and upon the recommendation of the Superintendent.[1]

Requests for professional development leave shall be submitted on the district form and forwarded with a detailed plan to the Superintendent.

All required application materials shall be submitted by April 1 for the following school year and by October 1 for the following semester.

Documentation

Applicants for professional development leave shall submit with the application form a detailed plan describing the professional development activities to be undertaken and a statement specifying the benefits of the leave to the employee and the school district. The plan shall provide sufficient information to permit the Board to adequately evaluate the request.[1]

The Board may at any time require additional information from the employee in order to assist the Board in determining whether the leave is being used for the purpose for which it was granted.[5]

The minimum requirements for leave for a half school term shall consist of any one or a combination of the following:[1]

1. Nine (9) graduate credits.
2. Twelve (12) undergraduate credits.
3. One hundred eighty (180) hours of professional development activities.

The minimum requirements for leave for a full school term shall consist of any one or a combination of the following:[1]

1. Eighteen (18) graduate credits.
2. Twenty-four (24) undergraduate credits.
3. Three hundred sixty (360) hours of professional development activities.

Applicants who propose to take graduate or undergraduate credits shall submit notification of acceptance and enrollment from an accredited institution of higher learning for study in courses approved by the Superintendent. The employee shall successfully complete the approved courses and receive passing grades. Upon return from professional development leave, the employee shall submit to the Superintendent within the first month an official transcript of all courses completed. Failure to receive passing grades or to submit required transcripts on time shall result in forfeiture of monies paid by the district.[1][5]

Applicants who propose to undertake professional development activities shall submit to the Board a detailed plan listing the specific activities. Upon return from professional development leave, the employee shall submit to the Superintendent within the first month a formal report describing the educational activities pursued and their benefits and relevancy. Failure to submit required reports on time shall result in forfeiture of monies paid by the district.[1][5]

Commitment of Employee

Acceptance of professional development leave incurs a commitment by the employee to return to active duty in this district immediately following the leave for **a period equal to the length of the leave one (1) full school term**, unless prevented by illness or physical disability.[1][6]

Employees shall submit required reports on time or forfeit all compensation and benefits.

Commitment of Employer

At the expiration of the professional development leave, the employee shall be reinstated in the same position held at the time of the granting of the leave.[6]

Time on professional development leave shall be counted as time on the job for purposes of seniority and for retirement fund purposes, but for no other purpose.[7][8]

Compensation

During the period of professional development leave, an employee shall be compensated at least one-half the salary to which **s/he they** would have been entitled had the employee not taken leave.[9]

While on leave, the employee shall be entitled to insurance benefits provided other employees of a similar classification, if **s/he they** pay the premiums and the insurance carrier approves.

A leave of absence granted for professional development shall also serve as a leave of absence without pay from all other school activities.[3]

CLASSROOM OCCUPATIONAL EXCHANGE LEAVE

Application

Requests for classroom occupational exchange leave shall be submitted on the approved district form and forwarded with appropriate documentation to the Superintendent.

All required application materials shall be submitted by April 1 for the following school year.

Documentation

Applicants for classroom occupational exchange leave shall submit with the application form a statement from the employer agreeing to the terms and conditions of the leave, as specified in Board policy.

Upon return from such leave, the employee shall submit to the Board a final report detailing the work experience and its benefits.[\[1\]](#)[\[2\]](#)[\[5\]](#)

Commitment of Employee

Acceptance of classroom occupational exchange leave incurs a commitment by the employee to return to active duty in this district immediately following the leave for **a period equal to the length of the leave** ~~one (1) full school term~~, unless prevented by illness or physical disability.
[\[6\]](#)

Commitment of Employer

At the expiration of the classroom occupational exchange leave, the employee shall be reinstated in the same position held at the time of the granting of the leave.[\[6\]](#)

Time on classroom occupational exchange leave shall be counted as time on the job for purposes of seniority and for retirement fund purposes, but for no other purpose.[\[2\]](#)

Compensation

The business, industry or government to whom the employee is assigned during the leave shall fully compensate the school district for all salary, wages, pension and retirement contributions, and other benefits as if the employee were in full-time active service.[\[2\]](#)

Legal

[1. 24 P.S. 1166.1](#)

[2. 24 P.S. 522.2](#)

[3. 24 P.S. 1166](#)

[4. 24 P.S. 1167](#)

[5. 24 P.S. 1171](#)

[6. 24 P.S. 1168](#)

[7. 24 P.S. 522.1](#)

[8. 24 P.S. 1170](#)

[9. 24 P.S. 1169](#)

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	700 Property
Title	Disposal of Surplus Property and Obsolete Equipment
Code	706.1
Status	First Reading
Adopted	May 10, 2010
Last Revised	November 10, 2014
Last Reviewed	November 5, 2025

Purpose

Unneeded surplus, unusable, and/or obsolete property can consume valuable storage space. This policy is intended to quickly and efficiently dispose of such property, thus avoiding future unnecessary handling and storage.

Authority

When it has been determined that any property is obsolete or unneeded surplus and it should be exchanged for other property or discarded, the Board authorizes that such property may be sold or exchanged or discarded in accordance with any of the following provisions:

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

Delegation of Responsibility

Determination as to whether any of the stated criteria apply to property possessed by the district shall be made by the Director of **Finance Business Affairs**, who may delegate this responsibility provided that all requirements of this policy are met.

The Director of **Finance Business Affairs** or designee shall be responsible for identifying all obsolete or surplus property. As necessary, **s/he they** may call upon other staff personnel to develop criteria to aid in this identification.

The building principal shall be responsible for identifying all obsolete or surplus curricular property, namely textbooks and classroom teaching peripherals.

School equipment owned by the school district which is unusable, obsolete, surplus to need, has been replaced, or is otherwise no longer of value to the district will be recommended for disposition. Items will be deleted from the district's fixed asset inventory.

Guidelines

Disposal Methods

Items may be disposed of in the following ways:

1. Salvage - scrap sold to dealers.
2. Public auction generally conducted by a licensed auctioneer.
3. Negotiated sale - normally used when disposing of items of substantial value.
4. Sealed bid - normally used for items of substantial value or unique qualities.
5. Prepriced sale - large quantities of obsolete or surplus furniture and equipment may be sold by this method.
6. Some items have no sale value or the disposal costs exceed the net worth. These items may be donated to charitable organizations or otherwise discarded.
7. Equipment being replaced may be traded in on new equipment as part of the purchase procedure.
8. Junk/Destroy - method for equipment that has no apparent value, or is in a state in which it may pose a safety liability, and/or without other components or extensive repair it is generally of no value.

Employees of the district may not receive or accept abandoned or disposed of property, except that they may join with others in bidding for items to be sold.

Legal

[24 P.S. 510](#)

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	700 Property
Title	Service Animals in Schools
Code	718
Status	First Reading
Adopted	May 10, 2010
Last Revised	December 4, 2023
Last Reviewed	November 5, 2025

Purpose

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

Definition

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

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

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

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

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

Authority

The Board shall permit individuals with disabilities to use service animals in district buildings; on district property; and on vehicles that are owned, leased or controlled by the school district, in accordance with this policy and applicable state and federal laws and regulations.[3][4][5][6]

Guidelines

Admission of Service Animals to Schools

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

Parents/Guardians of students with disabilities may submit a request to the building principal for their student to bring a service animal to school. The building principal shall forward the request to the appropriate Section 504 or IEP team. The team shall gather the necessary information and evaluate the request to bring a service animal to school. **The student's IEP or Section 504 Service Agreement may shall be updated to reflect the use of the service animal.** Any service animal accompanying a student with a disability to school or school activities shall be handled and cared for in a manner detailed in the student's IEP or Section 504 Service Agreement. **The team may shall develop appropriate plans for integrating the service animal into the educational environment.**[7][8]

Before **approving a request for** a service animal, the district **may only ask:**[6]

1. **If the service animal is required due to a disability.**[2]
2. **What work or tasks** the service animal is trained to perform.[2]

The district may not:

1. **Request documentation of the need for a service animal.**
2. **Request documentation regarding training of the service animal.**
3. **Request a demonstration of the animal's abilities.**
4. **Inquire about the nature of the individual's disability.**

Reasonable Modification Considerations for Miniature Horses

If a miniature horse qualifies as a service animal by having been trained to do work or perform tasks for a student with a disability, the school must make reasonable modifications in policies, practices or procedures to permit the use of a miniature horse.[2]

The district shall consider the following factors to determine whether modifications to policies, practices or procedures are reasonable:[2]

1. **The type, size and weight of the miniature horse and whether the facility can accommodate those features;**
2. **Whether the handler has sufficient control of the miniature horse;**

3. **Whether the miniature horse is housebroken; and**
4. **Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements necessary for safe operations.**

Admission of Service Animals to Public Events

Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public. This right of access does not extend to the schools generally or to other activities that are not open to the general public.[2][3][9]

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

Surcharges

The district shall not ask or require an individual with a disability to pay a surcharge, even if individuals accompanied by pets are required to pay fees, or to comply with other requirements generally not applicable to individuals without pets. If the district normally charges individuals for the damage they cause, an individual with a disability may be charged for damage caused by their service animal.[2]

The district shall not require an owner or handler of a service animal to pay an extra charge for the animal to attend events for which a fee is charged, **such as at a football game or school play.[2]**

Delegation of Responsibility

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

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

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

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

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

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

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

Any individual with a service animal who is aggrieved by a decision to exclude, limit or remove a service animal may appeal that decision in accordance with applicable Board policy. The appeal must be in writing and provide detailed information regarding the basis of the appeal.[7][10][11]

Legal

- [1. 28 CFR 35.104](#)
- [2. 28 CFR 35.136](#)
- [3. 43 P.S. 953](#)
- [4. 29 U.S.C. 794](#)
- [5. 42 U.S.C. 12101 et seq](#)
- [6. 28 CFR 35.130](#)
7. Pol. 103.1
8. Pol. 113
9. Pol. 904
10. Pol. 104
11. Pol. 906
- [28 CFR Part 35](#)
- [29 CFR Part 1630](#)
- Pol. 103
- Pol. 707

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	School Visitors
Code	907
Status	First Reading
Adopted	May 10, 2010
Last Reviewed	November 5, 2025

Authority

The Board welcomes and encourages interest in district educational programs and other school-related activities. The Board recognizes that such interest may result in visits to school by parents/guardians, adult residents and interested educators. To ensure order in the schools and to protect students and employees, it is necessary for the Board to establish policy governing school visits.[\[1\]](#)

Delegation of Responsibility

The Superintendent or designee and building principal have the authority to prohibit the entry of any individual to a district school, in accordance with Board guidelines and state and federal law and regulations.

The Superintendent or designee and building principal may limit visitors to designated areas or may limit the number of visitors to a district school when necessary to protect the health and safety of students, staff and the public.

The Superintendent or designee shall develop administrative regulations to implement this policy and control access to school buildings and school classrooms.

Guidelines

Persons wishing to visit a school should make arrangements in advance with the school office in that building.

Upon arrival at the school, visitors must register at the office where they will sign in and sign out and receive a visitor's badge.

All staff members shall be responsible for requiring a visitor demonstrate that **s/he they has have** registered at the school office and received authorization to be present for the purpose of conducting business.

No visitor may confer with a student in school without the approval of the principal.

Should an emergency require that a student be called to the school office to meet a visitor, the principal or designee shall be present during the meeting.

Failure to comply with this policy shall result in more limited access to the school as determined by the building principal, consistent with Board policies, administrative regulations, school rules and federal and state law and regulations.

Classroom Visitations

Parents/Guardians may request to visit their child's classroom, but the request must be made prior to the visit, in accordance with established administrative regulations.[\[1\]](#)[\[2\]](#)

The building principal or program supervisor must grant prior approval for the visit, and shall notify the classroom teacher prior to the visit.

Parents/Guardians shall be limited to one (1) class period per semester, per child in the school for classroom visitations, in order to minimize disruption of the classroom schedule and the educational program. Parental participation in classroom activities or programs such as room parents, back-to-school events, and chaperones for field trips shall not constitute a classroom visit for purposes of this policy.

The building principal or program supervisor and classroom teacher have the authority to ask a visitor to leave if the visitor disrupts the classroom routine, educational program or daily schedule, or if a visitor violates Board policy. Failure to leave when asked or repeated, documented disruptions may result in loss of classroom visitation privileges.

Under exceptional circumstances and upon request of the building principal, program supervisor, classroom teacher or parent/guardian, the Superintendent may authorize additional or longer classroom visits by a parent/guardian.

Military Personnel

Members of the active and retired Armed Forces, including the National Guard and Reserves, shall be permitted to:[\[4\]](#)[\[5\]](#)

- 1. Visit and meet with district employees and students when such visit is in compliance with Board policy and district procedures.**
- 2. Wear official military uniforms while on district property.**

Legal

[1. 24 P.S. 510](#)

[2. 22 PA Code 14.108](#)

[4. 24 P.S. 2402 \(Military Uniform\)](#)

5. Pol. 250

Pol. 000

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	900 COMMUNITY
Title	News Media Relations
Code	911
Status	First Reading
Adopted	May 10, 2010
Last Reviewed	November 5, 2025

Purpose

Representatives of the local press, radio and TV are an important link in communications between school and community. Maintenance of good working relationships with media representatives is essential to meeting the objectives of the school-community relations program.

Authority

The Board reserves the right to negotiate for radio broadcasting, televising, filming, or sound recording of any school event by an outside agency. These rights, if sold, shall be contracted under conditions that bring the most favorable terms to the school district.

Delegation of Responsibility

The chief communications representative for the Board shall be the Superintendent or designee.

The communications representative shall be responsible to:

1. Be readily available to media representatives.
2. Keep media representatives informed of all aspects of the school district so that reporting will be done on the basis of a complete and valid overview.
3. Submit and suggest feature stories or articles of interest or relevance.
4. Assist various school-related groups in their relations with the news media.
5. Assist the Board in preparing regular and special publications for the public.

Guidelines

Staff members shall not **disclose privileged, confidential, or other protected** ~~be permitted to give~~ school information **nor give** interviews **or speak with** ~~requested by~~ news media ~~representatives~~ **on behalf of the district or present themselves as a representative of the district** without prior approval of the district's communications representative.

The Board respects the right of students to express themselves. Students shall not **disclose privileged, confidential, or other protected** ~~be permitted to give~~ school information **nor give** interviews **or speak with** ~~requested by~~ news media ~~representatives~~ **on behalf of the district** ~~or present themselves as a representative of the district~~ without prior approval of the district's communications representative.[1]

Submission of photographs to news media or permission for news media representatives to photograph district subjects, personnel, or students shall be authorized by the communications representative and the individuals involved or their parents/guardians.

Any photograph of a controversial nature, or one that is questionable with regard to individual rights of privacy, shall not be sanctioned.

Cross References

1. Pol. 220

FOX CHAPEL AREA SCHOOL DISTRICT

Book	Policy Manual
Section	900 Community
Title	Small Games of Chance
Code	913.1
Status	First Reading
Adopted	May 10, 2010
Last Reviewed	November 5, 2025

Purpose

In 1990, the State Legislature passed Act 195 (Small Games of Chance) which governs such events as 50/50 drawings and raffles. Allegheny County requires special licensure and a fee is charged to permit small games of chance.

Authority

Any civic and service associations wishing to engage in small games of chance to support school-related and extracurricular activities must be recognized by Board resolution before the Treasurer of Allegheny County will grant a license at the organization's expense; PTA/PTO and booster groups qualify for such licensure.

Guidelines

An organization desiring recognition by the Board under Act 195 of 1990 should file an application with the Superintendent providing sufficient information for the Board to make a determination under the Act on a form provided by the Superintendent for that purpose. The information provided in this application form must be verified by a responsible person.[1]

Legal 1. Pol. 707

Fox Chapel Area School District

Combined Agenda Study Session
and Regular Business Meeting

December 2, 2025

Enrollment and Fire Drills

Fox Chapel Area School District

**Enrollment
December 2025**

School	Pre-K	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Fairview Elementary School		18	20	22	20	22	25								400
		18	20	20	20	23	26								
		18	20	22	20	22	26								
		18													
Hartwood Elementary School		24	21	17	23	28	26								407
		23	22	17	23	27	24								
		23	20	17	21	26	25								
Kerr Elementary School	20	23	24	19	23	22	26								456
		25	25	19	23	22	25								
		24	24	19	23	24	26								
		0	0	20											
O'Hara Elementary School		22	22	20	21	21	26								761
		22	22	21	22	22	27								
		22	21	22	23	23	26								
		21	23	21	21	24	25								
		22	23	21	21	24	25								
		21	21	22	22	21									
Dorseyville Middle School								326	339	315					980
Fox Chapel Area High School											334	360	336	326	1,356
TOTAL	20	344	328	297	326	351	358	326	339	315	334	360	336	326	4,360

As of Nov 2025

Fire Drills		
Fairview Elementary School	11/03/25	09 Minutes 00 Seconds (LOCKDOWN)
Hartwood Elementary School	11/14/25	05 Minutes 58 Seconds
Kerr Elementary School	11/05/25	5 Minutes 00 Seconds (LOCKDOWN)
O'Hara Elementary School	11/24/25	10 Minutes 00 Seconds
Dorseyville Middle School	11/12/25	07 Minutes 00 Seconds
Fox Chapel Area High School	11/06/25	02 Minutes 30 Seconds