

FOX CHAPEL AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS

Regular Business Meeting  
March 9, 2026 – 7 p.m.  
Fox Chapel Area High School LGI Room

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

*Attached Pages*

I. CALL TO ORDER

*PLEDGE OF ALLEGIANCE*

II. ROLL CALL

III. GUESTS

IV. FOX LEADERSHIP COUNCIL STUDENT REPRESENTATIVE

V. SUPERINTENDENT'S REPORT

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

VI. SOLICITOR'S REPORT

VII. APPROVAL OF MINUTES

- Approve the minutes of the regular business meeting dated February 9, 2026.

\* **Motion:** Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_,  
that the minutes of the regular business meeting dated February 9, 2026, are approved as written.

Roll Call Vote:

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

IX. OLD BUSINESS

A. **Academic Committee Report** (*Mrs. Cooper*)

B. **Governance Committee Report** (*Mr. Frank*)

C. **Projects and Planning Committee Report** (*Ms. Zych*)

**X. NEW BUSINESS**

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

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

No action is requested.

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

**1. Disbursements (Fund 10) – February 2026**

- General fund disbursements (Fund 10) in the amount of \$6,754,347.99 from February 1, 2026, through February 28, 2026, are approved as attached.

**2. Disbursements (Fund 31) – February 2026**

- Capital reserves fund disbursements (Fund 31) in the amount of \$107,133.96 from February 1, 2026, through February 28, 2026, are approved as attached.

**3. Finance Report – January 2026**

- The finance report for January 2026 is acknowledged and filed for audit as attached.

**4. Budget Transfers**

- The budget transfers for 2025-2026 are approved as attached.

**5. Subsidies to Fox Chapel Area School District Club Sports**

- Approve the request of Fox Chapel Area Fencing for a subsidy in the amount of \$3,000 for the current school year and approve the budgeting of an annual 2% increase in the amount of the approved subsidies to Fox Chapel Crew, Fox Chapel Area Ice Hockey, and Fox Chapel Area Fencing beginning in the 2026-2027 school year and continuing until further action of the Board.

**6. Allegheny Intermediate Unit – 2026-2027 Program of Services Budget**

- Approve the proposed 2026-2027 Allegheny Intermediate Unit Program of Services Budget in the amount of \$2,431,488. The Allegheny County school districts' total contribution to the budget is \$2,042,623. The Fox Chapel Area School District's contribution to the Program of Services Budget is estimated to be \$111,224 and will be determined by the Pennsylvania Department of Education some time after July 1, 2026, based on the District Aid Ratio and Weighted Average Daily Membership (WADM).

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

**Roll Call Vote:**

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

**1. Fox Chapel Area School District Comprehensive Plan**

- Approve the required Fox Chapel Area School District Comprehensive Plan for submission to the Pennsylvania Department of Education as attached.

\* **Motion:** Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_,  
that Instruction item 1 is approved.

**Roll Call Vote:**

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

**1. Policies – Revised – First Reading**

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

No. 105.2 – Exemption From Instruction  
No. 204 – Attendance  
No. 218.1 – Weapons  
No. 247 – Hazing  
No. 610 – Purchases Subject to Bid / Quotation  
No. 611 – Purchases Budgeted  
No. 626 – Federal Fiscal Compliance  
No. 626 – Federal Fiscal Compliance Attachment – Procurement  
No. 805.1 – Relations With Law Enforcement Agencies  
No. 805.2 – School Security Personnel

- \* **Motion:** Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_, that Legislation / Policy item 1 is approved.

**Roll Call Vote:**

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

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

**1. Resignations**

**a. Administration**

- (1) The resignation of Matthew J. Patterson, Ph.D., executive director of secondary education and instruction for the Fox Chapel Area School District, due to personal reasons, is accepted effective April 27, 2026.

**b. Professional**

- (1) The resignation of Marilyn A. Hall, literacy teacher at Dorseyville Middle School, due to retirement, is accepted effective June 11, 2026.

**c. Educational Support**

- (1) The resignation of Jessica I. Albrecht, instructional assistant at Kerr Elementary School, due to retirement, is accepted effective June 8, 2026.
- (2) The resignation of Courtney L. Andring, 12-month building secretary at Hartwood Elementary School, due to personal reasons, is accepted effective February 23, 2026.

**2. Appointments**

**a. Educational Support**

- (1) Catherine M. Kelly is approved as a 12-month building secretary at Hartwood Elementary School, effective March 17, 2026. Salary is set based on the salary scale for 12-month secretaries, Step 3, with benefits as per the Fox Chapel Area Education Support Professionals Association Collective Bargaining Agreement. This position is available due to the resignation of Courtney Andring.

**b. Custodial/Maintenance**

- (1) Jason T. Elrick is approved as a 12-month, 8 hours per day custodian for the Fox Chapel Area School District for a probationary period, effective March 11, 2026, pending the fulfillment of pre-employment requirements, pursuant to the Service Employees International Union Local 32BJ Collective Bargaining Agreement (CBA). The salary and fringe benefits are set as per the CBA. This position is available due to an open position.
- (2) Dianne M. Kiefer is approved as a 10-month, 8 hours per day custodian for the Fox Chapel Area School District for a probationary period, effective March 10, 2026, pending the fulfillment of pre-employment requirements, pursuant to the Service Employees International Union Local 32BJ Collective Bargaining Agreement (CBA). The salary and fringe benefits are set as per the CBA. This position is available due to the retirement of Michael Ealing.

**3. Leave**

**a. Professional**

- (1) Alyson E. De La Torre, elementary teacher at Fairview Elementary School, is approved for childrearing/adoption leave, under Article Eleven (D) of the Fox Chapel Educators Association Collective Bargaining Agreement, effective March 19, 2026, with return scheduled for August 17, 2026.

**4. Employment Agreements**

- a. The following employment agreements are approved as presented:  
Applications Systems Manager, Mary B. Wiseman, Ed.D.  
Director of Ancillary Services, Daniel Breitreutz  
School Psychologist (12-month), Megan L. Edwards, Ed.D.

**5. Summer Programs – 2026**

**a. Elementary**

- (1) Rebecca L. Grzebyk is approved as the Fox Chapel Area School District Elementary Summer Learning Academy program facilitator at a rate of \$32.82 per hour with a maximum of 135 hours for preparation and instruction.
- (2) Sophie Anderson is approved as the Fox Chapel Area School District Elementary Summer Learning Academy program assistant facilitator at a rate not to exceed \$700.
- (3) The following individuals are approved as instructors for the Fox Chapel Area School District Elementary Summer Learning Academy at a rate of \$32.82 per hour with a maximum of 95 hours for preparation and instruction:  
Julia Arlia  
Sean Baldis  
Adam Danielson  
Carrie Ferguson  
Anne Hook  
Alexis Hurlbut  
Nicolas Luciano  
Alexandria Lukert-Howell  
Tracey Planz  
Julia Punttil  
McKenna Robinson  
Emma Stankovic  
Claire Walters  
Kayla Wise  
Katy Wygant

- (4) The following individuals are approved as substitute instructors for the Fox Chapel Area School District Elementary Summer Learning Academy at a rate of \$32.82 per hour:

Jennifer Lancz  
Kirstein Sharrow  
Miranda Zarlino

**b. Food Services**

- (1) Lora M. Peretik is approved as a food services employee for the Fox Chapel Area School District Elementary/Middle School Summer Learning Academy at a rate of \$18.61 per hour with a maximum of 90 hours.

**c. High School**

- (1) Lisa R. Gibson is approved as the Western PA Learning Academy director at a rate of \$2,750 plus 15% of workshop registration (minimum enrollment required).

**6. Conference Attendance for the Superintendent**

- Approve the superintendent’s attendance at a national conference as presented. **The superintendent received a full scholarship and grant for all costs related to the conference.**

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

**Roll Call Vote:**

**Personnel Information Item**

**7. Salary Crossovers – Information**

**a. Professional**

- (1) The professional employees listed below are eligible to cross over on the salary scale for the 2025-2026 school term based on verification of additional credits earned. This change is effective as of March 1, 2026, in accordance with the collective bargaining agreement.

<u>Name</u>	<u>From</u>	<u>To</u>
Bryan-Branker, Joshua	B+24	M+0
Katonka, Bailey	B+24	M+0
Lauterbach, Miluska	M+15	M+30
Meder, Rachael	B+24	M+0
Pollard, Rachel	M+30	PH
Puntil, Julia	B+15	B+24
Robinson, McKenna	B+15	M+0
Wagner, Ethan	M+0	M+15

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

**1. Inter-State Studio – School Portrait Agreement – All Schools**

- Approve the agreement as attached between the Fox Chapel Area School District and Inter-State Studio to furnish individual portraits and provide other photography services to the district for students in pre-kindergarten through grade 12 for the 2026-2027 school year with the option to extend for the 2027-2028, 2028-2029, 2029-2030, and 2030-2031 school years, with no package price increases throughout the term of the agreement. **This is a renewal of services, and there is no cost to the district.**

**2. IN Community Magazines, Inc. – Agreement**

- Approve the agreement as attached between the Fox Chapel Area School District and IN Community Magazines, Inc. for the fall 2026, winter 2026, spring 2027, and summer 2027 issues at a cost of \$7,000 per each quarterly issue effective July 1, 2026. **This is a renewal of services.**

**3. Care Solace – Amendment to Renew the Service Agreement**

- Approve the amendment to renew the service agreement with Care Solace as attached to provide a web-based navigation system to assist its school district clients and the districts’ students and parents in locating and connecting with mental health treatment providers and community-based social services, effective July 1, 2026, through June 30, 2027, at a total cost of \$14,000, pursuant to the service agreement that was approved January 10, 2022. **This is a renewal of services and will be funded by a Pennsylvania Commission on Crime and Delinquency (PCCD) school safety grant.**

**4. Mobile Communication Service, Inc./Mobilcom – Agreement**

- Approve the agreement as presented between the Fox Chapel Area School District and Mobilcom for the purchase and installation of safety and security equipment effective March 9, 2026, at a cost of \$8,950. **This is a new agreement.**

**5. Appointment of Solicitor – Resolution 2026-3**

- The appointment of Paul J. Giuffre, Esquire, as solicitor to the Fox Chapel Area School District pursuant to 24 P.S. § 4-406, for the period July 1, 2026, through June 30, 2028, is approved as attached.

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

**Roll Call Vote:**

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

**XII. FOX CHAPEL EDUCATORS ASSOCIATION REPRESENTATIVE**

**XIII. BOARD COMMENTS**

**XIV. ADJOURNMENT**

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

**Voice Vote:**

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

## SUPERINTENDENT'S REPORT

### A. Enrollment and Fire Drills

### B. Information

#### •High School Students Win Awards at North Allegheny Speech & Debate Tournament

Five Fox Chapel Area High School students won awards at the annual North Allegheny High School Speech and Debate Tournament. The Parliamentary Debate team of seniors **Maya Agarwal** and **Prachi Behal** won third place. In Public Forum Debate, the team of juniors **Aiden Drucker** and **Noelle Fouron** were awarded fourth place. Senior **Sabina Mantella** won sixth place in Student Congress.

More than 450 students representing 31 public, private, and charter high schools from Pennsylvania, Ohio, and West Virginia participated in the tournament that was held January 17, 2026, at North Allegheny Intermediate and Senior high schools.

#### •Students Place in Regional Math Competition

Eight Fox Chapel Area School District students placed in the 2025 regional CalcuSolve tournament. The team of Dorseyville Middle School eighth-graders **Catherine Carlson**, **Shengfeng Fei**, **Akhil Muvvala**, and **Brian Xu** placed second overall out of all 70 teams competing countywide. From O'Hara Elementary School, **Chelsea Butzke**, **Chia-Yi Lin**, and **Asher Tobe** tied for third place in the individual part of the competition, and the O'Hara Elementary team of fifth-graders **Chelsea Butzke**, **Chia-Yi Lin**, **Will McKenzie**, and **Asher Tobe** placed third in the competition.

Hundreds of students participated in the contest from across Allegheny County and surrounding areas. The tournament was held virtually in December and was sponsored by the Allegheny Intermediate Unit.

CalcuSolve is a competition that tests students' problem-solving skills related to mathematics. Students compete as part of a team, as well as individually.

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

#### March 10, 2026

6 p.m.	Academic Committee Meeting	Administrative Offices	Staff Development Room
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#### March 25, 2026

6 p.m.	Projects and Planning Committee Meeting	Administrative Offices	Staff Development Room
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#### April 7, 2026 (Tuesday)

7 p.m.	Combined Agenda Study Session and Regular Business Meeting	High School	LGI Room
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#### May 4, 2026

7 p.m.	Combined Agenda Study Session and Regular Business Meeting	High School	LGI Room
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#### June 1, 2026

7 p.m.	Agenda Study Session	High School	Auditorium
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*Regular Business Meeting – 3/9/26*

June 8, 2026

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

August 10, 2026

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

September 14, 2026

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

October 5, 2026

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

October 12, 2026

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

November 2, 2026

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

November 9, 2026

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

December 7, 2026

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