

FOX CHAPEL AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS

Regular Business Meeting  
November 11, 2019 – LGI Room  
Fox Chapel Area High School

*This meeting may be recorded or broadcast.*

*Attached Pages*

I. CALL TO ORDER

*PLEDGE OF ALLEGIANCE*

II. ROLL CALL

III. GUESTS

IV. STUDENT GOVERNMENT REPRESENTATIVE

V. SUPERINTENDENT'S REPORT

*Page 8*

• Superintendent Spotlight – Video produced by Ryan Devlin, high school multimedia teacher, featuring a penny wars competition at Dorseyville Middle School, and a donation made to Go Baby Go, an organization that adapts motorized cars for children with special needs.

VI. SOLICITOR'S REPORT

VII. APPROVAL OF MINUTES

- Approve the minutes of the regular business meeting dated October 14, 2019.

\* Motion: Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_  
that the October 14, 2019, minutes are approved as written.

Roll Call Vote:

VIII. PUBLIC COMMENTS – If you would like to make a public comment, please complete the sign-in sheet upon arrival at the meeting.

IX. NEW BUSINESS

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

A. Facilities / Transportation (*Dr. Vyas*)

No action is requested.

B. Finance (*Mrs. Rutkowski*)

1. Disbursements (A)

- General fund disbursements (Fund 10) in the amount of \$7,644,608.75 from October 1, 2019, through October 31, 2019, are approved.

2. Disbursements (B)

- GO Bond Series 2017 Construction Fund disbursements (Fund 33) in the amount of \$686,566.31 for October 2019 are approved.

**3. Disbursements (C)**

- Capital projects fund disbursements (Fund 31) in the amount of \$298,821.76 for October 2019 are approved.

**4. Finance Report**

Page 9

- The finance report for September 2019 is acknowledged and filed for audit as attached.

**5. Budget Transfers**

- The budget transfers for 2019-2020 are approved.

**6. Student Activity Financial Reports**

- The first quarter 2019-2020 middle school and high school student activity financial reports are acknowledged and filed for audit.

**7. DQE Communications – Increased Services**

- Approve the increased services to the agreement dated March 3, 2017, between the Fox Chapel Area School District and DQE Communications for additional Internet bandwidth.

**8. PowerSchool Group LLC – Renewal Agreement**

- Approve the agreement between the Fox Chapel Area School District and PowerSchool Group LLC for eFinancePLUS and employee benefits software at a cost of \$69,140.22.

**9. Award of Bids**

- The administration is authorized to award the following bids for the 2019-2020 school year:

Athletic Supplies Bids – Spring

BSN Sports P.O. Box 49 Jenkintown, PA 19046	\$5,000.64
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Pyramid School Products 6510 N. 54th Street Tampa, FL 33610	\$1,077.15
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MF Athletic P.O. Box 8090 Cranston, RI 02920	\$240.95
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Aluminum Athletic Equipment Co. 1000 Enterprise Drive Royersford, PA 19468	\$1,251.00
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Riddell 7501 Performance Lane North Ridgeville, OH 44039	\$59.36
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\* **Motion:** Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_  
that Finance items 1, 2, 3, 4, 5, 6, 7, 8, and 9 are approved.

**Roll Call Vote:**

C. Instruction (Mr. Obernauer)

1. The Watson Institute – WISCA Program – Agreement

- Ratify the agreement between the Fox Chapel Area School District and the Watson Institute for one unnamed student enrolled in the Watson Institute Social Center for Academic Achievement (WISCA) program for the 2019-2020 school year at a cost of \$45,825.00. **This is a renewal of services.**

2. Family Counseling Center of Armstrong County – Agreement for Services

- Ratify the agreement for services between the Fox Chapel Area School District and the Family Counseling Center of Armstrong County, for child and adolescent partial hospitalization services effective October 30, 2019. **This is a new agreement for services.**

3. Cares of Western PA, Inc. – Transition Services Agreement

- Approve the transition services agreement between the Fox Chapel Area School District and Cares of Western PA, Inc. for services to an unnamed student effective January 3, 2020. **This is a renewal of services.**

4. January 2020 Graduates

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

Isabel Acevedo  
Madison Baldus  
Cody Carson  
Jon Paul DeLuca  
Jaelyn Filo  
Susan Hicks  
Zane Ingram  
Nicole Lazaro  
Kaylie Leas  
Arbay Muhina  
Eve-Lyn Nicklas  
Kayla Norkevicius  
Lucy Perkins  
Christina Saleone  
Amanda Schilcher  
Parker Shaw  
Sydney Svoboda  
Michael Thalimer  
Jacob Tommasin  
Madaline Viale  
Victoria Williams  
Ethan Wyman  
Zachery Zapf

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

Roll Call Vote:

D. Legislation / Policy (Mr. Schmidt)

No action is requested.

**E. Personnel (TBD)**

*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. Educational Support**

- (1) The resignation of Renee A. Fanning, instructional assistant at Hartwood Elementary School, due to personal reasons, is accepted effective November 11, 2019.

**b. Custodial/Maintenance**

- (1) The resignation of David D. Fowler, custodian at Fox Chapel Area High School, due to personal reasons, is accepted effective November 12, 2019.

**c. Supplemental Contracts – Athletic**

- (1) The resignation of James R. Chandler, interscholastic strength/conditioning 2<sup>nd</sup> assistant coach at Fox Chapel Area High School, due to personal reasons, is accepted effective October 31, 2019.
- (2) The resignation of Charles A. Mesiano, baseball freshman head coach at Fox Chapel Area High School, due to personal reasons, is accepted effective October 9, 2019.

**2. Leaves**

**a. Professional**

- (1) Gabrielle R. Abati, elementary teacher at O'Hara Elementary School, is ratified for childrearing/adoption leave, under Article Eleven (D) of the Fox Chapel Educators Association Collective Bargaining Agreement, effective October 15, 2019, with return scheduled for January 23, 2020.
- (2) Katelyn A. Werner, elementary teacher at O'Hara Elementary School, is approved for childrearing/adoption leave, under Article Eleven (D) of the Fox Chapel Educators Association Collective Bargaining Agreement, effective November 19, 2019, with return scheduled for May 26, 2020.

**3. Appointments**

**a. Educational Support**

- (1) Grace Beck is ratified as a personal care assistant at Fox Chapel Area High School, effective November 11, 2019. Salary is set based on the salary scale for personal care assistants, Step 1, with benefits as per the Fox Chapel Area Education Support Professionals Association Collective Bargaining Agreement. This position is available due to increased enrollment.
- (2) Amy Randolph is ratified as a personal care assistant at Fox Chapel Area High School, effective November 11, 2019. Salary is set based on the salary scale for personal care assistants, Step 1, with benefits as per the Fox Chapel Area Education Support Professionals Association Collective Bargaining Agreement. This position is available due to the change of status of Erik C. Ingram.

**b. Custodial/Maintenance**

- (1) Christopher W. Carr is approved as a 10-month, eight-hour per day custodian at O'Hara Elementary School, effective November 12, 2019. Salary and fringe benefits will be set as per the Service Employees International Union Local 32BJ Collective Bargaining Agreement. This position is available due to the resignation of David R. Godlewski.

**c. Food Services**

- (1) Emily S. Markel is ratified as a permanent, part-time (4.5 hours per day) food services employee in the Kerr Elementary School cafeteria. Hourly wage is set based on the scale for food services employees, general food worker, with no fringe benefits, effective October 7, 2019. This position is available due to the resignation of Angelic L. Gale.

**d. Supplemental Contracts – Athletic**

- (1) The following athletic supplemental contracts are ratified / approved for the remainder of the 2019-2020 school term:
 

Joseph J. Ference	Diving Head Coach – HS	\$3,371.00
Zachary T. Metkler	Interscholastic Strength/Conditioning 2 <sup>nd</sup> Assistant Coach – HS (for the winter sports season)	\$2,034.75
James W. Muir	Softball 1 <sup>st</sup> Assistant Coach – HS	\$3,897.00
Robert M. Siar	Softball Assistant Coach - DMS	\$2,963.00

**4. Leave Replacements**

**a. Professional**

- (1) Katelyn E. Fanning is approved as a second-semester leave replacement elementary teacher at O’Hara Elementary School. This position is available due to the childrearing leave of Katelyn Werner.
 

Certification:	Instructional I
Education:	B.S., Duquesne University, 2018
Experience:	Substitute, Upper St. Clair School District
Effective:	November 15, 2019 – May 26, 2020
Salary:	\$48,348 (prorated) based on Step 1, B+0
Fringe Benefits:	As Per the Collective Bargaining Agreement
  
- (2) Shannon M. Finley is approved as a second-semester leave replacement Spanish teacher at Fox Chapel Area High School. This position is available due to the retirement of Henry Gonzalez.
 

Certification:	Instructional II
Education:	M.A., University of Pittsburgh, 2012 B.A., University of Pittsburgh, 2011
Experience:	1.5 Years, Woodland Hills School District Long-Term Substitute, Franklin Regional School District 2.5 Years, Pittsburgh Public Schools
Effective:	January 17, 2020 – Day after last day for students for the 2019-2020 school year
Salary:	\$58,748 (prorated) based on Step 4, M+0
Fringe Benefits:	As Per the Collective Bargaining Agreement
  
- (3) Sean D. Mawhinney is approved as a second-semester leave replacement social studies teacher at Dorseyville Middle School. This position is available due to the retirement of David J. Goggin.
 

Certification:	Instructional I
Education:	M.A., University of Pittsburgh, 2017 B.A., University of Pittsburgh, 2016
Experience:	Substitute, Fox Chapel Area School District
Effective:	January 17, 2020 – Day after last day for students for the 2019-2020 school year
Salary:	\$56,648 (prorated) based on Step 1, M+0
Fringe Benefits:	As Per the Collective Bargaining Agreement

- (4) Brigitte S. Patrick is approved as a second-semester leave replacement business education teacher at Fox Chapel Area High School. This position is available due to the retirement of Mark L. Earley.

Certification: Instructional II  
Education: M.S., Robert Morris University, 2005  
B.S., Robert Morris University, 1998  
Experience: Substitute, Fox Chapel Area School District  
Effective: January 17, 2020 – Day after last day for students for the 2019-2020 school year  
Salary: \$56,648 (prorated) based on Step 1, M+0  
Fringe Benefits: As Per the Collective Bargaining Agreement

**5. Change of Status**

**a. Educational Support**

- (1) Joanne Kycynka, personal care assistant at Hartwood Elementary School, is ratified as an instructional assistant at Hartwood Elementary School, effective November 11, 2019. Salary is set based on the salary scale for instructional assistants, Step 2, with benefits as per the Fox Chapel Area Education Support Professionals Association Collective Bargaining Agreement. This position is available due to the resignation of Renee A. Fanning.

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

**Roll Call Vote:**

**F. Operations / Cooperative Services (Mrs. Garbisch)**

**1. Change Orders – Kerr Elementary School Project**

- Approve change orders PC-002, HC-002, HC-003, and TDC-007 at a total cost of \$15,477.02 for the Kerr Elementary School project pending PDE approval of Plancon Part I.

**2. StarHouse Media, LLC – License Agreement**

- Ratify the license agreement between the Fox Chapel Area School District and StarHouse Media, LLC, to grant a single license for the limited, non-broadcast, public exhibition of the film Screenagers Next Chapter on November 12, 2019, at a cost of \$650.00.

**3. Fox Chapel Area School District Comprehensive Emergency Management (CEM) Plan**

- Approve the district’s Comprehensive Emergency Management (CEM) Plan. This multi-hazard plan replaces the basic emergency plan, and is in compliance with state and federal emergency guidelines under the Federal Emergency Management Agency (FEMA), the National Incident Management System (NIMS), and the Pennsylvania Emergency Management Agency (PEMA). This plan must be updated and approved annually.

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

**Roll Call Vote:**

X. FOX CHAPEL EDUCATORS ASSOCIATION REPRESENTATIVE

XI. BOARD COMMENTS

XII. ADJOURNMENT

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

Voice Vote:

NOTE: Attachments cited within the agenda have not been included for the public. Anyone interested in reviewing the attachments may do so by contacting the Board Secretary during regular business hours.

SUPERINTENDENT'S REPORT

A. Enrollment and Fire Drills

Page 10

B. Information

• Marching Foxes Win First Place at Moon Area Competition

The Fox Chapel Area High School Marching Band won first place at a Pennsylvania Interscholastic Marching Band Association (PIMBA) competition. The Marching Foxes placed first in Class 2A at the competition which was held October 12, 2019, at Moon Area High School. The Marching Foxes earned a combined score of 78.78, earning high honors for outstanding visual and general effect.

This year's show, "Conquest," features the main theme music from HBO's award-winning television series "Game of Thrones," the epic sounds of "Adiemus" by Karl Jenkins, and the music from the motion picture "Gladiator" by Hans Zimmer.

The Fox Chapel Area High School Marching Band is under the student leadership of drum majors senior **Hanna Chen** and junior **Jack Scott**, and band directors **Daryl Lesnik** and **Evan Hertrick**.

• High School Students Place Third in Regional Math Competition

Four Fox Chapel Area High School freshmen placed in the regional CalcuSolve competition. The team of **Elijah Conklin**, **Ananth Kashyap**, **Jonathan Li**, and **Ethan Tan** won third place in the team competition for grades nine and ten. Additionally, Jonathan placed third in the individual category of the competition.

The contest was held October 17, 2019, at Duquesne University, and students from across the Pittsburgh area participated. The competition is an academic event of the Allegheny Intermediate Unit and was sponsored by the II-VI Foundation.

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

• Students Place in Steel City Forensic Tournament

Two Fox Chapel Area High School students placed in the Sterner Steel City Invitational Forensic Tournament. The Public Forum Debate team of sophomores **Griffin Kerstetter** and **Ian Mackey-Piccolo** won fifth place.

The tournament was held October 12, 2019, at Pittsburgh Central Catholic High School. Approximately 70 students from nine high schools from Pennsylvania competed at the event.

C. Fox Chapel Area School Board Upcoming Meetings

Tuesday, December 3, 2019

7:00 p.m.	Reorganization Meeting Combined Agenda Study Session and Regular Business Meeting	High School	LGI Room
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FOX CHAPEL AREA SCHOOL DISTRICT

**Fund 10 Financial Report for the Month of:  
September, 2019**

REVENUES	ORIGINAL BUDGET	ADJUSTED BUDGET	Budget Change	CURRENT MONTH RECEIPTS*	FISCAL YEAR TO DATE**
Balance Sheet Receipts			\$ -	\$ 30,597.72	
1000 - Instruction			\$ -	\$ 29,208.39	
2000 - Support Services			\$ -	\$ 7,611.21	
3000 - Non-Instructional			\$ -	\$ -	
4000 - Facilities			\$ -	\$ -	
5000 - Other Financing Uses			\$ -	\$ -	
Total Expenditure Contras			\$ -	\$ 36,819.60	
6000-Local Revenue -	\$ 78,102,415	\$ 78,163,283	\$ 60,868.43	\$ 20,372,391.86	\$ 55,561,554.94
7000-State Revenue -	\$ 19,752,264	\$ 19,986,016	\$ 233,751.60	\$ 3,040,338.32	\$ 2,703,095.24
8000-Federal Revenue -	\$ 786,036	\$ 812,657	\$ 26,621.00	\$ 397,767.25	\$ -
9000-Other Financing Sources -	\$ 747,351	\$ 747,351	\$ -	\$ -	\$ 629,387.21
<b>TOTAL REVENUES/RECEIPTS</b>	<b>\$ 99,388,066</b>	<b>\$ 99,709,307</b>	<b>\$ 321,241</b>	<b>\$ 23,877,914.75</b>	<b>\$ 58,894,037.39</b>
		<i>Difference</i>	\$	\$ -	

EXPENDITURES	ORIGINAL BUDGET	ADJUSTED BUDGET	Budget Change	CURRENT MONTH DISBURSEMENTS*	FISCAL YEAR TO DATE**
Balance Sheet Accounts -				\$ 9,438,477.26	
1000-Instruction -	\$ 62,429,919	\$ 62,418,494	-\$ 11,424.71	\$ 1,083,182.98	\$ 7,375,127.05
2000-Support Services -	\$ 30,663,810	\$ 30,755,135	\$ 91,324.85	\$ 772,216.60	\$ 6,699,945.86
3000-NonInstructional Services -	\$ 2,735,782	\$ 2,807,206	\$ 71,423.53	\$ 58,404.75	\$ 294,871.04
4000-Facilities (Buildings/Sites) -	\$ 254,100	\$ 254,100	\$ -	\$ 18,618.88	\$ 99,092.35
5000-Other Financing Uses -	\$ 5,617,622	\$ 6,517,622	\$ 900,000.00	\$ 870,242.69	\$ 4,816,071.36
6000-Local Revenue -			\$ -	\$ 2,926.81	\$ -
7000-State Revenue -			\$ -	\$ -	\$ -
8000-Federal Revenue -			\$ -	\$ -	\$ -
9000-Other Financing Sources -			\$ -	\$ -	\$ -
<i>Budgetary Reserve</i>	\$ 2,101,841	\$ 2,101,841	\$ -	\$ -	\$ -
<b>TOTAL DISBURSEMENTS</b>	<b>\$ 103,803,074</b>	<b>\$ 104,854,398</b>	<b>\$ 1,051,324</b>	<b>\$ 12,244,069.97</b>	<b>\$ 19,285,107.66</b>
		<i>Difference</i>	\$	\$ -	
<b>NET INCREASE (DECREASE) TO G/L CASH (All Cash Accounts)</b>				<b>\$ 11,633,844.78</b>	as of 10.3.19

\*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 2019-2020 Fiscal Year, including all adjusting entries.

**Current Month Adjustments:**

Revenues Received in PSDLAF	\$3,458,056.39	
Transfers from PNC TO PSDLAF	\$15,000,000.00	
Revenues Received via Journal Entry/Non-Cash Acct	\$15,170.50	
	<u>\$18,473,226.89</u>	\$5,404,687.86 PNC Revenue
Disbursements from PSDLAF	\$1,765,807.12	
Transfers from PSDLAF to PNC	\$0.00	
Transfer from OTHER Acct to PNC	\$0.00	
Disbursements via Journal Entries/non-cash accounts	\$4,713.06	
	<u>\$1,770,520.18</u>	\$10,473,549.79 PNC Disbursements
		\$10,473,549.79
Plus Prior Month Voided Checks	\$2,026.16	\$2,026.16
		-\$5,066,835.77 Net Increase (Decrease) to PNC Cash Accts

**PNC CASH ACCOUNTS ONLY**

	Combined		Ending Balances	
	Starting Balance	General	Tax Acct	Total PNC
<b>Total CASH Balance</b>	<b>\$15,435,838.30</b>	<b>\$8,470,479.27</b>	<b>\$1,951,733.16</b>	<b>\$10,422,212.43</b>
Outstanding Checks	\$586,030.56	\$639,240.46	\$0.00	\$639,240.46
Bank Statement Adjustment (+ / -)	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL AVAILABLE CASH BALANCE</b>	<b>\$14,849,807.74</b>	<b>\$7,831,238.81</b>	<b>\$1,951,733.16</b>	<b>\$9,782,971.97</b>
General Ledger Balance	\$14,806,920.13	\$7,788,351.20	\$1,951,733.16	\$9,740,084.36
Adjustments*	\$42,887.61	\$42,887.61	\$0.00	\$42,887.61
<b>TOTAL GENERAL LEDGER BALANCE</b>	<b>\$14,849,807.74</b>	<b>\$7,831,238.81</b>	<b>\$1,951,733.16</b>	<b>\$9,782,971.97</b>
			Net Increase (Decrease) PNC	-\$5,066,835.77
			<b>Adjusted Net Increase (Decrease)</b>	<b>-\$5,066,835.77</b>

**Fox Chapel Area School District**  
**Enrollment**  
**November 2019**

School	Pre-K	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Fairview Elementary School	18	18	19	20	21	20	18								375
Hartwood Elementary School	23	23	18	21	25	22	21								368
Kerr Elementary School	20	18	20	21	20	19	18								413
O'Hara Elementary School		17	19	20	17	20	20								674
Dorseyville Middle School								319	324	293					936
Fox Chapel Area High School											325	341	322	343	1,331
<b>TOTAL</b>	<b>20</b>	<b>278</b>	<b>324</b>	<b>288</b>	<b>306</b>	<b>326</b>	<b>288</b>	<b>319</b>	<b>324</b>	<b>293</b>	<b>325</b>	<b>341</b>	<b>322</b>	<b>343</b>	<b>4,097</b>

As of October 2019

Includes Kerr Elementary Spanish Immersion (25) and Kerr Pilot Pre-Kindergarten (20) Programs

Fire Drills		
Fairview Elementary School	10/24/19	4 Minutes 26 Seconds
Hartwood Elementary School	10/28/19	4 Minutes 43 Seconds
Kerr Elementary School	10/21/19	3 Minutes 0 Seconds
O'Hara Elementary School	10/11/19	14 Minutes 49 Seconds
Dorseyville Middle School	10/30/19	7 Minutes 0 Seconds
Fox Chapel Area High School	10/29/19	2 Minutes 30 Seconds