

FOX CHAPEL AREA SCHOOL DISTRICT

REORGANIZATION MEETING

DECEMBER 3, 2019

**CALL TO ORDER**

The reorganization meeting of the Board of Directors of the Fox Chapel Area School District was called to order by Board secretary, Kathleen Anuszek, at 7:00 p.m. on December 3, 2019, in the LGI room at Fox Chapel Area High School.

**ROLL-CALL**

The holdover Board members present at roll call were Messrs. Goode, Obernauer, and Vyas, and Dr. Cook. Also present were Dr. McCommons, Mr. Giuffre, and Mrs. Anuszek. Dr. Freeman was absent. Other members of the public were present.

**PUBLIC COMMENTS**

There were no comments.

**ELECTION OF TEMPORARY PRESIDENT FROM HOLDOVER MEMBERS**

Mrs. Anuszek called for nominations of Temporary President. Mr. Obernauer nominated Mr. Goode, seconded by Dr. Cook.

Seeing no further nominations, and no objections, Mrs. Anuszek declared the nominations closed and called for a vote.

It was unanimously resolved to elect Mr. Goode for Temporary President.

Mr. Goode was seated as Temporary President.

**READING OF CERTIFICATES OF ELECTION**

The certificates of election for reelected Board member Lisa M. Rutkowski, and newly elected Board members Marybeth Dadd, Ronald P. Frank, Eric G. Hamilton, and Vanessa K. Lynch were read by the Board secretary.

**OATH OF OFFICE**

The oath of office for reelected Board member Lisa M. Rutkowski, and newly elected Board members Marybeth Dadd, Ronald P. Frank, Eric G. Hamilton, and Vanessa K. Lynch was administered by the Honorable David Wecht, Associate Justice of the Supreme Court of Pennsylvania, as attached.

The reelected and newly elected Board members took their seats.

**PRESENTATION OF LIST OF MEMBERS TO THE BOARD OF SCHOOL DIRECTORS**

The Board secretary presented a list of qualified members to the Board of School Directors.

**ELECTION OF PRESIDENT**

Mr. Goode called for nominations of President. Mrs. Rutkowski nominated Mr. Obernauer, seconded by Mr. Frank.

Seeing no further nominations, and no objections, Mr. Goode declared the nominations closed and called for a vote.

It was unanimously resolved to elect Mr. Obernauer for President.

**ELECTION OF VICE-PRESIDENT**

Mr. Goode called for nominations of Vice-President. Mr. Hamilton nominated Ms. Dadd, seconded by Mr. Obernauer.

Seeing no further nominations, and no objections, Mr. Goode declared the nominations closed and called for a vote.

It was unanimously resolved to elect Ms. Dadd for Vice-President.

**ELECTION OF ASSISTANT SECRETARY**

Mr. Goode called for nominations of Assistant Secretary. Mr. Obernauer nominated Dr. Cook, seconded by Ms. Dadd.

Seeing no further nominations, and no objections, Mr. Goode declared the nominations closed and called for a vote.

It was unanimously resolved to elect Dr. Cook for Assistant Secretary.

Mr. Goode turned over the meeting to Mr. Obernauer, who assumed the President’s chair and continued with the meeting.

**BOARD ACTION FOR OFFICE OF TREASURER**

On motion by Mr. Hamilton and seconded by Mrs. Lynch, it was unanimously resolved to approve the following item A:

**A. Resignation of Treasurer**

Accept, with regret, the resignation of Lisa M. Rutkowski, Treasurer of the Board of School Directors, due to personal reasons, effective December 3, 2019.

Mr. Obernauer then called for nominations of Treasurer to fill the unexpired term of Mrs. Rutkowski through May 2020. Ms. Dadd nominated Mr. Hamilton, seconded by Mrs. Lynch.

Seeing no further nominations, and no objections, Mr. Obernauer declared the nominations closed and called for a vote.

It was unanimously resolved to elect Mr. Hamilton for Treasurer to fill the unexpired term of Mrs. Rutkowski through May 2020.

**REORGANIZATION BUSINESS**

The superintendent recommended that action be taken on the following items of business:

On motion by Mr. Frank and seconded by Mrs. Rutkowski, it was unanimously resolved to approve the following reorganization items A, B, C, and D:

**A. Appointments**

1. The appointment of Lisa M. Rutkowski and Ronald P. Frank as the A.W. Beattie Board representatives is approved.
2. The appointment of Adam G. Goode as the PSBA legislative representative is approved.

**B. Calendar of 2020 School Board Meetings**

Pursuant to Public School Code §421, the calendar of 2020 school board meetings is approved as follows:

DATE	MEETING	LOCATION
January 13, 2020	Combined Agenda Study Session and Regular Business Meeting	FCAHS LGI Room
February 3, 2020	Agenda Study Session	Hartwood Elementary Library
February 10, 2020	Regular Business Meeting	FCAHS LGI Room
March 2, 2020	Agenda Study Session	Fairview Elementary Gym
March 9, 2020	Regular Business Meeting	FCAHS LGI Room
April 13, 2020	Combined Agenda Study Session and Regular Business Meeting	FCAHS LGI Room
May 4, 2020	Combined Agenda Study Session and Regular Business Meeting	Dorseyville Middle School Auditorium
June 1, 2020	Agenda Study Session	O'Hara Elementary Auditorium
June 8, 2020	Regular Business Meeting	FCAHS LGI Room
August 10, 2020	Combined Agenda Study Session and Regular Business Meeting	FCAHS LGI Room
September 14, 2020	Combined Agenda Study Session and Regular Business Meeting	FCAHS LGI Room
October 5, 2020	Agenda Study Session	A.W. Beattie Career Center
October 12, 2020	Regular Business Meeting	FCAHS LGI Room
November 2, 2020	Agenda Study Session	Kerr Elementary Multipurpose Room
November 9, 2020	Regular Business Meeting	FCAHS LGI Room
(Tuesday) December 1, 2020	Reorganization Meeting Combined Agenda Study Session and Regular Business Meeting	FCAHS LGI Room

There are no meetings in July.

The December 1 Reorganization Meeting will begin at 7 p.m., followed immediately by the Combined Agenda Study Session and Regular Business Meeting.

**C. Authorization for Proper Signatures**

Authorization is given to make any required change of signatures on all bank accounts and to execute signature cards as necessary to implement this action.

**D. Facsimile Signatures**


The use of facsimile signatures of the Board President, Board Secretary, and Board Treasurer is authorized for signing checks.

**BOARD COMMENTS**

There were six comments. Dr. Cook, Mrs. Lynch, Mr. Hamilton, Mr. Goode, Ms. Dadd, and Mr. Obernauer commented.

**ADJOURNMENT**

It was unanimously resolved to adjourn the meeting at 7:17 p.m.

  
 Kathleen Anuszek  
 Board Secretary

# BOARD OF SCHOOL DIRECTORS OF THE

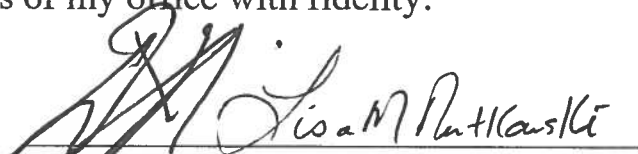
Fox Chapel Area

## SCHOOL DISTRICT

### OATH OF OFFICE AS SCHOOL DIRECTOR

I, Lisa M. Rutkowski, do solemnly swear  
(or affirm) that I will support, obey and defend the Constitution of the  
United States and Constitution of this Commonwealth, and that I will  
discharge the duties of my office with fidelity.

Date: December 3, 2019

  
Signature

#### Certificate of Temporary President or other authorized official administering the oath (Revised Uniform Law on Notarial Acts, 57 Pa.C.S. § 315)

State of Pennsylvania }  
County of Allegheny }

On this date, December 3, 2019, in accordance with Section 321 of the Public School Code of 1949, I administered the foregoing oath of office to the person whose name and signature appear above, who appeared before me in person, who was known to me (or satisfactorily proven) to be such person, and whose signature subscribing to this oath I witnessed, all immediately preceding the issuance of this certificate.

Name of Person Administering Oath (print): The Honorable David Wecht

Title: Associate Justice of the Supreme Court of Pennsylvania

Signature of Person Administering Oath: 

My commission expires: \_\_\_\_\_  
[Expiration date of commission is required only if the oath was administered by a notary public]

*\* It is recommended that this form be appended to the minutes of the meeting at which the oath was administered, or at which the certificate was presented if the oath was taken at another time. An explanation of applicable provisions of law is provided on the reverse side of this certificate.*

### *Explanation of Applicable Provisions of Law*

*Section 321 of the School Code requires that a school director “shall take and subscribe to” the oath of office, the prescribed wording of which is set forth in Section 321. 24 P.S. § 3-321.*

*“Subscribe” means to place a signature on a document. This certificate form was developed by the Pennsylvania School Boards Association for this purpose because no other specific official form has been designated.*

*Section 402 of the School Code empowers the Temporary President at the annual organization meeting of a school board to administer the oath of office to school directors who have not already been sworn. 24 P.S. § 4-402. When the oath is administered at times other than the annual organization meeting in December, there is no authority for a Temporary President of a school board to administer the oath, and another official with such power is needed for that function.*

*It is not necessary for a newly elected or re-elected school director to wait until the organization meeting to take the oath of office, and the oath can be administered at any time after the individual receives the certificate of election from the county by any official having the general power to administer oaths. Such officials include judges or other judicial officers, clerks of court, designated staff of the county prothonotary, and commissioned notaries public. 42 Pa.C.S. § 327; 42 Pa.C.S. § 2737; 57 Pa.C.S. § 310.*

*If a newly elected or re-elected school director fails to take the oath of office within ten days after the beginning of the term of office (first Monday of December following the election), the school board can declare the seat vacant and appoint a replacement. 24 P.S. § 3-319.*

*The lower part of the form, to be completed by the Temporary President or other person administering the oath, is required as a result of Act 73 of 2013, which adopted the Revised Uniform Law on Notarial Acts (RULONA) for Pennsylvania. Effective October 26, 2017, under RULONA any person administering an oath is deemed to be acting as a “notarial officer” performing a “notarial act”, even if not a commissioned notary public. 57 Pa.C.S. § 302. RULONA requires such notarial officers to sign and issue a certificate documenting each notarial act performed. 57 Pa.C.S. § 315.*

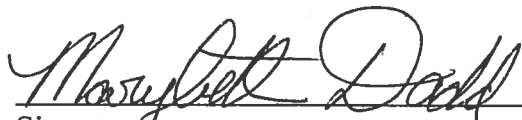
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**BOARD OF SCHOOL DIRECTORS  
OF THE  
Fox Chapel Area  
SCHOOL DISTRICT**

**OATH OF OFFICE AS SCHOOL DIRECTOR**

I, Marybeth Dadd, do solemnly swear  
(or affirm) that I will support, obey and defend the Constitution of the  
United States and Constitution of this Commonwealth, and that I will  
discharge the duties of my office with fidelity.

Date: December 3, 2019

  
Signature

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County of Allegheny }

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Name of Person Administering Oath (print): The Honorable David Wecht

Title: Associate Justice of the Supreme Court of Pennsylvania

Signature of Person Administering Oath: 

My commission expires: \_\_\_\_\_

*[Expiration date of commission is required only if the oath was administered by a notary public]*

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**BOARD OF SCHOOL DIRECTORS  
OF THE  
Fox Chapel Area  
SCHOOL DISTRICT**

**OATH OF OFFICE AS SCHOOL DIRECTOR**

I, Ronald P. Frank, do solemnly swear  
(or affirm) that I will support, obey and defend the Constitution of the  
United States and Constitution of this Commonwealth, and that I will  
discharge the duties of my office with fidelity.

Date: December 3, 2019

  
Signature

**Certificate of Temporary President or other authorized official administering the oath  
(Revised Uniform Law on Notarial Acts, 57 Pa.C.S. § 315)**

State of Pennsylvania }  
County of Allegheny }

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Name of Person Administering Oath (print): The Honorable David Wecht

Title: Associate Justice of the Supreme Court of Pennsylvania

Signature of Person Administering Oath: 

My commission expires: \_\_\_\_\_

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**BOARD OF SCHOOL DIRECTORS  
OF THE  
Fox Chapel Area  

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SCHOOL DISTRICT**

**OATH OF OFFICE AS SCHOOL DIRECTOR**

I, Eric G. Hamilton, do solemnly swear  
(or affirm) that I will support, obey and defend the Constitution of the  
United States and Constitution of this Commonwealth, and that I will  
discharge the duties of my office with fidelity.

Date: December 3, 2019

*Eric G. Hamilton*  
Signature

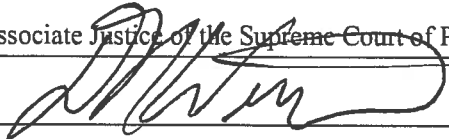
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  }  
County of Allegheny          }

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Title: Associate Justice of the Supreme Court of Pennsylvania

Signature of Person Administering Oath: 

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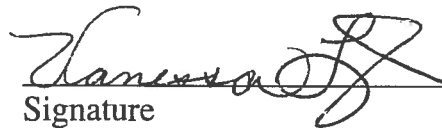
Fox Chapel Area

## SCHOOL DISTRICT

### OATH OF OFFICE AS SCHOOL DIRECTOR

I, Vanessa K. Lynch, do solemnly swear  
(or affirm) that I will support, obey and defend the Constitution of the  
United States and Constitution of this Commonwealth, and that I will  
discharge the duties of my office with fidelity.

Date: December 3, 2019

  
Signature

#### Certificate of Temporary President or other authorized official administering the oath (Revised Uniform Law on Notarial Acts, 57 Pa.C.S. § 315)

State of Pennsylvania }  
}

County of Allegheny }

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Signature of Person Administering Oath: 

My commission expires: \_\_\_\_\_

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