

FOX CHAPEL AREA SCHOOL DISTRICT

COMBINED AGENDA STUDY SESSION
AND REGULAR BUSINESS MEETING

AUGUST 13, 2018

CALL TO ORDER

The combined agenda study session and regular business meeting of the Board of Directors of the Fox Chapel Area School District was called to order by president, Terry L. Wirginis, at 7:00 p.m. on August 13, 2018, in the LGI room at Fox Chapel Area High School. An executive session was held prior to the meeting at 6:15 p.m. to go over the superintendent's evaluation in which he was graded by all the Board members, and he was proficient. A committee of the whole meeting was held prior to the meeting at 6:45 p.m. in the LGI room.

The meeting was opened with the Pledge of Allegiance to the Flag.

ROLL-CALL

The Board members present at roll call were Messrs. Mauro, Obernauer, Schmidt, Vyas, and Wirginis, Dr. Cook, Mrs. Foster, Mrs. Garbisch, and Mrs. Rutkowski. Mrs. Garbisch was present via telephone. Also present were Dr. Freeman, Dr. McCommons, Mr. Giuffre, and Mrs. Anuszek. Other members of the public were present.

GUESTS

There were no guests.

SUPERINTENDENT'S REPORT

• **Graduates Receive Awards from A.W. Beattie**

Three Fox Chapel Area High School 2018 graduates received special awards from A.W. Beattie Career Center. Graduate **John McDonough** receive the Automotive Youth Educational Systems (AYES) Award and graduate **Morgan Monroe** was named Senior Student of the Year for Cosmetology. Additionally, graduate **Brandon Hank** was honored for serving as an officer (treasurer) for SkillsUSA. The students were honored as part of senior recognition night (graduation) at A.W. Beattie on May 30, 2018.

• **Wrestlers Named to All-Academic Teams**

Four Fox Chapel Area High School wrestlers were named to Pennsylvania All-Academic High School Wrestling teams. 2017-2018 junior **Avery Bursick** was named to the second team and 2018 graduate **Zachary Carcy** and 2017-2018 sophomores **Donovan Cutchember** and **Edward Farrell** received honorable mentions to the team.

• **Boys' Volleyball Player Named to All-Star Team**

A Fox Chapel Area High School volleyball player was named to an all-star team. Senior **Raymond Tarasi** was named to the WPIAL Class AAA All-Star Third Team.

• **Graduate/Students Named to All-Star Lacrosse Squads**

A Fox Chapel Area graduate and two students were recently named to all-star lacrosse teams. 2018 graduate **Kate Goodwin** was named to the WPIAL Class AAA team. Additionally, Kate and 2017-2018 junior **Marissa Hardiman** and sophomore **Mary Ellis** were named to the WPIAL Class AAA Section 2 team.

• **Boys' Lacrosse Player Named All-WPIAL**

A Fox Chapel Area High School student was named to an all-star lacrosse team. 2017-2018 junior **Graham Childs** was named to the All-WPIAL Class AAA team.

• **Graduates Named to All-Section Softball and Baseball Teams**

Two Fox Chapel Area High School 2018 graduates have been named to all-section teams. **Krystyna Burdelski** was named to the WPIAL Class 6A Section 2 Softball Team and **Alexander Miles** was named to the WPIAL Class 5A Section 1 Baseball Team. The students were chosen by the Pittsburgh Post-Gazette scholastic sports staff, based on voting by WPIAL coaches.

SOLICITOR'S REPORT

Mr. Giuffre reported on guidelines and requirements for Board meetings, specifically combined meetings, and the development of agendas for meetings; the implementation of pilot programs, specifically the Eureka Mathematics program; and the procedure for adopting and amending district policies.

APPROVAL OF MINUTES

Mr. Wirginis asked if there were any additions or corrections to the minutes of the regular business meeting dated June 11, 2018. On motion by Mrs. Foster and seconded by Mrs. Garbisch, the minutes were unanimously approved as submitted.

PUBLIC COMMENTS

There were seven comments.

1. Marybeth Dadd, 132 Riverwatch Drive, Pittsburgh, PA 15238, commented on the district policy revisions on the agenda.
2. Dana Kellerman, 1299 Fox Chapel Road, Pittsburgh, PA 15238, commented on transparency between the community, the school board, and the administration; and district policy revisions on the agenda.
3. Greg Dolan, 106 Mayflower Drive, Pittsburgh, PA 15238, commented on the availability of district policies in one document; and the EITC program that gives tuition dollars to students to enroll in a school of another choice.
4. Allison Stein, 900 Settlers Ridge Road, Pittsburgh, PA 15238, commented on the availability of the agenda before the meetings and the relationship of the Board and community.
5. David Work, 170 Woodshire Drive, Pittsburgh, PA 15215, commented on the district budget and financial transparency.
6. Chip Myers, 1299 Fox Chapel Road, Pittsburgh, PA 15238, commented on the district policy revision procedure.
7. Kelly Caracciolo, 127 Woodshire Drive, Pittsburgh, PA 15215, commented on the district policy revisions on the agenda.

NEW BUSINESS

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

FACILITIES/TRANSPORTATION

A. Facilities/Transportation

On motion by Dr. Vyas and seconded by Mr. Schmidt, it was unanimously resolved to approve the following Facilities/Transportation item:

1. School Bus Driver Approval – 2018-2019 School Year

Approve the drivers to operate school buses for the Fox Chapel Area School District for the 2018-2019 school year. All drivers' credentials will meet the requirements of the commonwealth of Pennsylvania prior to the first day of school for the 2018-2019 school year.

FINANCE

B. Finance

On motion by Mr. Mauro and seconded by Mrs. Rutkowski, it was unanimously resolved to approve the following Finance items:

1. Disbursements (A)

General fund disbursements (Fund 10) in the amount of \$12,726,807.02 from June 1, 2018, through June 30, 2018, are approved.

2. Disbursements (B)

GO Bond Series 2017 Construction Fund disbursements (Fund 33) in the amount of \$1,226,289.57 for June 2018 are approved.

3. Disbursements (C)

Athletic capital projects fund disbursements (Fund 32) in the amount of \$86,882.05 for June 2018 are approved.

4. Disbursements (D)

General fund disbursements (Fund 10) in the amount of \$9,328,297.23 from July 1, 2018, through July 31, 2018, are approved.

5. Disbursements (E)

GO Bond Series 2017 Construction Fund disbursements (Fund 33) in the amount of \$402,754.77 for July 2018 are approved.

6. Disbursements (F)

Athletic capital projects fund disbursements (Fund 32) in the amount of \$3,500.00 for July 2018 are approved.

7. Disbursements (G)

Capital projects fund disbursements (Fund 31) in the amount of \$241,398.00 for July 2018 are approved.

8. Finance Report (A)

The finance report for May 2018 is acknowledged and filed for audit.

9. Finance Report (B)

The finance report for June 2018 is acknowledged and filed for audit.

10. Student Activity Financial Reports

The fourth quarter 2017-2018 middle school and high school student activity financial reports are acknowledged and filed for audit.

INSTRUCTION

C. Instruction

On motion by Mr. Obernauer and seconded by Mrs. Foster, and after a discussion, it was unanimously resolved to approve the following Instruction items 1., 3., 4., 5., 6., 7., 8., 9., 10., 11., 12., and 13. Item 2. was approved with 8 in favor and 0 opposed, Dr. Cook abstaining:

1. Textbook for Approval – Fox Chapel Area High School

Approve the following new textbook:

“Biology” by Stephen Nowicki; Publisher: Houghton Mifflin Harcourt; Copyright 2017; for Grade 9 Biology I Accelerated.

2. Course Approval – Elementary

Approve the following elementary program for the 2018-2019 school year:

Eureka Mathematics (Great Minds, Copyright 2018) Grades K-5.

3. IDEA-Section 619 – Pass Through Funds/Use of Funds Agreement

Approve the sub-grant agreement for the Implementation of Individuals with Disabilities Act (IDEA) – Section 619 between the Fox Chapel Area School District and the Allegheny Intermediate Unit #3 for the period July 1, 2018, through June 30, 2019.

4. OnHand Schools, Inc. – EdInsight Software – Agreement

Ratify the agreement with OnHand Schools, Inc. to provide a software-based solution known as EdInsight that is used as a student data warehouse for all students effective July 1, 2018, through June 30, 2021, at a cost of \$34,938.80 per year.

5. Pediatric Therapy Specialists, Inc. – Contractual Agreement

Ratify the contractual agreement between the Fox Chapel Area School District and Pediatric Therapy Specialists, Inc. for speech services effective July 11, 2018, through July 31, 2018, at a cost of \$55.00 per hour.

6. 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 2018-2019 school year at a cost of \$45,136.00.

7. The Watson Institute – Service Agreement

Approve the service agreement between the Fox Chapel Area School District and the Watson Institute for services to students for the 2018-2019 school year.

8. Pressley Ridge Day School Autism – Addendum # 1 to the Contractual Agreement

Approve the addendum to the contractual agreement approved August 14, 2017, between the Fox Chapel Area School District and Pressley Ridge for services to students for the 2018-2019 school year.

9. DePaul School for Hearing and Speech – Agreement

Approve the agreement between the Fox Chapel Area School District and the DePaul School for Hearing and Speech for itinerant hearing support services for the 2018-2019 school year.

**10. The Western Pennsylvania School for Blind Children
Outreach Services Contract Agreement**

Approve the outreach services contract agreement between the Fox Chapel Area School District and the Western Pennsylvania School for Blind Children for services to students for the 2018-2019 school year.

**11. Glade Run Lutheran Services d/b/a St. Stephens Lutheran Academy
Day Student Education Agreement**

Approve the day student education agreement between the Fox Chapel Area School District and Glade Run Lutheran Services d/b/a St. Stephens Lutheran Academy, St. Stephens Lutheran Academy North, and St. Stephens Academy Utica for services to students for the 2018-2019 school year.

12. Allegheny Intermediate Unit d/b/a Waterfront Learning Services – Contract

Approve the contract between the Fox Chapel Area School District and the Allegheny Intermediate Unit d/b/a Waterfront Learning Services for the 2018-2019 school year for cyber education software as needed for Fox Chapel Area Online students.

13. PHASE 4 Learning Center, Inc. – ACT 48 Program Agreement for Services

Approve the agreement between the Fox Chapel Area School District and Phase 4 Learning Services, Inc. for services to students for the 2018-2019 school year.

LEGISLATION/POLICY

D. Legislation/Policy

Mr. Schmidt made a motion to approve the following Legislation/Policy items. Mr. Obernauer seconded the motion, and there was a discussion.

New Legislation/Policy Motion – Table the Revision of policies 107, 903, and 910

Dr. Cook moved that we table the revision of policies 107, 903, and 910, to give the public a chance to review the changes and to have public feedback. There was no second. There being no second, the motion failed.

It was resolved to approve the following Legislation/Policy items with 8 in favor and 1 opposed, Dr. Cook voting No:

1. Policies – Revised

Approve the following revised policies:

- No. 000 – Board Policy / Administrative Regulations
- No. 005 – Organization
- No. 005.1 – Board Guidelines/Responsibilities
- No. 006 – Meetings
- No. 105 – Curriculum
- No. 107 – Adoption of Planned Instruction
- No. 127 – Assessment System
- No. 903 – Public Participation in Board Meetings
- No. 910 – Community Engagement

2. Policy – Deleted

Approve deleting the following policy:

- No. 106 – Guides for Planned Instruction (now included in No. 107)

PERSONNEL

E. Personnel

On motion by Mrs. Rutkowski and seconded by Mr. Obernauer, it was unanimously resolved to approve the following Personnel items:

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

1. Resignations

a. Professional

- (1) The resignation of Ronald P. Frank, art teacher at Fox Chapel Area High School, due to retirement, is accepted effective June 18, 2018.
- (2) The resignation of Melanie A. Tunney, art/reading teacher at Hartwood Elementary School, due to personal reasons, is accepted effective June 18, 2018.

b. Educational Support

- (1) The resignation of Karen L. Nagle, instructional assistant at Fox Chapel Area High School, due to retirement, is accepted effective June 14, 2018.
- (2) The resignation of Yolanda Wargo, 12-month building secretary at Dorseyville Middle School, due to retirement, is accepted effective August 3, 2018.

c. Nutrition Center

- (1) The resignation of Elisabetta L. Febraro, nutrition center employee at Kerr Elementary School, due to personal reasons, is accepted effective June 15, 2018.

d. Supplemental Contract – Non-Athletic

- (1) The resignation of Mary Jo Montgomery, middle school yearbook sponsor at Dorseyville Middle School, due to personal reasons, is accepted effective the end of the 2017-2018 school term.

2. Appointments

a. Professional

- (1) Mark A. Dinga is approved as an elementary teacher at O'Hara Elementary School. This position is available due to the resignation of Katelyn Deet.

Certification: Instructional II
Education: B.S., University of Pittsburgh, 2012
Experience: 5 years, Plum Borough School District
Effective: August 16, 2018
Salary: \$56,698 based on Step 6, B+24
Fringe Benefits: As Per Collective Bargaining Agreement

- (2) Kristy A. Lagnese is approved as an elementary teacher at O'Hara Elementary School. This position is available due to the retirement of Kimberly Buckley.

Certification: Instructional I
Education: M.E., University of Pittsburgh, 2015
B.S., University of Pittsburgh, 2014
Experience: 3 years, Plum Borough School District
Effective: August 16, 2018
Salary: \$57,448 based on Step 4, M+0
Fringe Benefits: As Per Collective Bargaining Agreement

- (3) Miluska T. Lauterbach is approved as an elementary teacher at O'Hara Elementary School. This position is available due to the resignation of Megan Reid.

Certification: Instructional I
Education: M.S., University of Phoenix, 2012
B.S., University of Delaware, 2008
Experience: 4 years, Pittsburgh Public Schools
3 years, Baltimore County Public Schools
Effective: August 16, 2018
Salary: \$61,752 based on Step 8, M+0
Fringe Benefits: As Per Collective Bargaining Agreement

b. Educational Support

- (1) Megan E. Jarrett is approved as a 10-month, five-hours per day building secretary at Hartwood Elementary School, effective August 20, 2018. Salary is set based on the salary scale for 10-month secretaries, Step 1, with benefits as per the Fox Chapel Area Education Support Professionals Association Collective Bargaining Agreement. This position is available due to the transfer of Heidi Celender.
- (2) Rebecca L. Knox is approved as a personal care assistant at Dorseyville Middle School, effective August 21, 2018. 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 transfer of Michelle Couch.
- (3) Melissa A. Spirnok is approved as a 12-month building secretary at Dorseyville Middle School, effective August 20, 2018. 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 retirement of Yolanda Wargo.

c. Nutrition Center

- (1) Angelic Gale is approved as a permanent, part-time (3.25 hours per day) nutrition center employee in the Fox Chapel Area High School cafeteria. Hourly salary is set at \$10.00 per hour with no fringe benefits, effective August 20, 2018. This position is available due to the resignation of Barbara Berg.
- (2) Anita R. Nesaw is approved as a permanent, part-time (3.25 hours per day) nutrition center employee in the Dorseyville Middle School cafeteria. Hourly salary is set at \$10.00 per hour with no fringe benefits, effective August 20, 2018. This position is available due to the retirement of Donna MacDonald.
- (3) Frances Squillaci is approved as a permanent, part-time (3.5 hours per day) nutrition center employee in the Kerr Elementary School cafeteria. Hourly salary is set at \$10.00 per hour with no fringe benefits, effective August 20, 2018. This position is available due to the resignation of Elisabetta L. Febraro.

d. Supplemental Contracts – Athletic

- (1) The athletic supplemental contracts for the 2018-2019 school term are ratified /approved.

3. Changes of Status

a. Educational Support

- (1) Heidi A. Celender, 10-month building secretary at Hartwood Elementary School and Dorseyville Middle School, is ratified as a 12-month building secretary at Fairview Elementary School, effective June 20, 2018. Salary is set based on the salary scale for 12-month secretaries, Step 7, with benefits as per the Fox Chapel Area Education Support Professionals Association Collective Bargaining Agreement. This position is available due to the retirement of G. Jean Arlotti.
- (2) Michelle J. Couch, personal care assistant at Dorseyville Middle School, is approved as an instructional assistant at Fox Chapel Area High School, effective August 21, 2018. Salary is set based on the salary scale for instructional 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 retirement of Karen Nagle.

- (3) Emily T. Hanser, personal care assistant at Dorseyville Middle School, is approved as an instructional assistant at Dorseyville Middle School, effective August 21, 2018. 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 retirement of Lynne Subasic.

4. Leave Replacements

a. Professional

- (1) Lauren M. Dinga is approved as a one-year leave replacement gifted education teacher at Hartwood Elementary School. This position is available due to the educational sabbatical of Kelli Schneider.

Certification: Instructional II
Education: B.S., University of Pittsburgh, 2012
Experience: 5 years, Plum Borough School District
Effective: August 16, 2018 – day after last day for students for the 2018-2019 school year
Salary: \$56,698 (prorated) based on Step 6, B+24
Fringe Benefits: As Per Collective Bargaining Agreement

- (2) Joanne C. White is approved as a first-semester leave replacement business education teacher at Fox Chapel Area High School. This position is available due to the childrearing leave of Christina Congalton.

Certification: Instructional I
Education: M.S., Robert Morris University, 2018
B.S., Virginia Polytechnic Institute and State University, 1997
Experience: Substitute, Fox Chapel Area School District
Effective: August 16, 2018 – January 18, 2019
Salary: \$55,348 (prorated) based on Step 1, M+0
Fringe Benefits: As Per Collective Bargaining Agreement

5. Purchase-of-Service Agreements

a. Health Services

- (1) The purchase-of-service agreement between Kristan M. Mawhinney and the Fox Chapel Area School District is ratified, effective July 1, 2018, through June 30, 2019.
- (2) The purchase-of-service agreement between Susanne M. Osche and the Fox Chapel Area School District is ratified, effective July 1, 2018, through June 30, 2019.
- (3) The purchase-of-service agreement between Kimberly L. Rosenberg and the Fox Chapel Area School District is ratified, effective July 1, 2018, through June 30, 2019.

6. Employment Agreement

- a. Jill A. Leonard is ratified as a community engagement specialist for the Fox Chapel Area School District, effective July 10, 2018, as per the employment agreement.

7. Summer Programs

a. Middle School

- (1) Lynda M. Dugan is ratified as a substitute nutrition center employee for the Dorseyville Middle School Summer Learning Academy at a rate of \$12.55 per hour.

b. High School

- (1) Zoe Menhart is ratified as a FIRST STEP program instructor at a rate of \$30.00 per hour with a maximum of 30 hours.
- (2) Bonnie M. Pazin is ratified as a Western PA Learning Academy specialty workshop facilitator (design and host) and will receive 35% of the registration fees (minimum enrollment required).

c. STEAM Camp

- (1) The following are ratified as nurses for the STEAM Camp program at a rate of \$30.00 per hour:

Susanne M. Osche
Kimberly L. Rosenberg

d. Summer Technology Worker

- (1) Andreas Paljug is ratified as a summer technology worker at a rate of \$7.25 per hour, effective June 11, 2018, through July 6, 2018.

8. Volunteers – Athletic

- a. The following athletic volunteers are approved / ratified:

Alfred D. Beeken IV	Boys' Golf
Christian M. Goetz	Strength and Conditioning
Timothy P. Lang	Boys' Golf
Jerry L. McCombs II	High School Football

Personnel Information Item:

9. Tenure – Information

- a. The following employees have completed three years of satisfactory teaching and are eligible for a Professional Employee's Contract (tenure) effective August 16, 2018:

Brianna Amoscato
Mackenzie Seymour
Lauren Sirianna

OPERATIONS/COOPERATIVE SERVICES

E. Operations/Cooperative Services

On motion by Mrs. Foster and seconded by Mrs. Rutkowski, it was unanimously resolved to approve the following Operations/Cooperative Services items:

1. **Resolution 2018-10
Appointment of a School Safety and Security Coordinator
and Appointment of a School Police Officer**

Approve Resolution 2018-10 appointing a school safety and security coordinator and a school police officer.

2. Change Orders – O’Hara Elementary School Alterations Project

Approve change orders GC-015, PC-004, PC-005, HC-002, HC-003, HC-004, HC-005, EC-005, EC-006, EC-007, and EC-008 at a total cost of \$230,917.66 for the O’Hara Elementary School alterations project pending PDE approval of Plancon Part I. These change orders were reviewed and recommended for approval by the Fox Chapel Area School Authority Board.

3. Change Orders – Hartwood Elementary School and Dorseyville Middle School Parking Lot Resurfacing Project

Approve change orders SC-001 and SC-002 at a total cost of \$23,300.00 for the Hartwood Elementary School and Dorseyville Middle School parking lot resurfacing project. These change orders were reviewed and recommended for approval by the Fox Chapel Area School Authority Board.

4. Student Teaching Affiliation Agreements

Ratify the following student teaching affiliation agreements:

Carlow University
La Roche College
Robert Morris University

5. Pennsylvania Educators’ Clearinghouse, PA-Educator.net – Contract of Service

Ratify the contract of service between the Fox Chapel Area School District and Pennsylvania Educators’ Clearinghouse, PA-Educator.net for online recruitment user fees for the period July 1, 2018, through June 30, 2019, at a cost of \$3,000.00.

6. Kelly Services, Inc. – Second Addendum to the Staffing Services Agreement

Approve the second addendum to the staffing services agreement approved April 16, 2012, between the Fox Chapel Area School District and Kelly Services, Inc. to furnish substitute teachers to the district.

7. Allegheny County Juvenile Court School-Based Probation – Agreement

Approve the agreement between the Fox Chapel Area School District and Allegheny County Juvenile Court for the 2018-2019 school year that supports the School-Based Probation Project.

8. Safety Incentive Program

Approve the Fox Chapel Area School District safety incentive program for the period September 1, 2018, through May 31, 2019, for district employees at an estimated cost of \$11,800.00.

Operations Information Items:

9. Plancon Part F – Construction Documents (REVISED) – Information O’Hara Elementary School Alterations Project

Acknowledge that the materials for Plancon Part F, Construction Documents (REVISED) for the O’Hara Elementary School alterations project, have been reviewed and approved by the Pennsylvania Department of Education.

**10. Plancon Part F – Construction Documents – Information
Kerr Elementary School Project**

Acknowledge that the materials for Plancon Part F, Construction Documents for the Kerr Elementary School alterations project, have been reviewed and approved by the Pennsylvania Department of Education.

STUDENT GOVERNMENT REPRESENTATIVE

There was no report.

FOX CHAPEL EDUCATORS ASSOCIATION REPRESENTATIVE

Lisa Lang, Fox Chapel Educators Association president, gave her report.

BOARD COMMENTS

There were seven comments. Dr. Cook, Mrs. Foster, Mr. Mauro, Mr. Obernauer, Mr. Schmidt, Dr. Vyas, and Mr. Wirginis commented.

ADJOURNMENT

It was unanimously resolved to adjourn the meeting at 9:02 p.m.



Kathleen Anuszek
Board Secretary