



Customizing Learning,
Nurturing Potential...
Delivering Excellence

UPPER ST CLAIR SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS

Mrs. Barbara L. Bolas, President • Mr. Patrick A. Hewitt, Vice President • Mrs. Amy L. Billerbeck
Mrs. Jennifer L. Bowen • Mr. Phillip J. Elias • Dr. Daphna Gans • Mr. Louis P. Mafrice, Jr.
Mrs. Angela B. Petersen • Mrs. Jennifer A. Schnore
Dr. John T. Rozzo, Superintendent • Mrs. Jocelyn P. Kramer, Solicitor

SCHOOL BOARD MEETING MINUTES

Monday, November 9, 2020 @ 7:00pm
District Administration Building Board Room

Notice having been advertised and posted and members duly notified, a Board meeting of the Board of School Directors was held on November 9, 2020 in the District Administration Board Room.

School Board Members in Attendance:

Mrs. Barbara Bolas, President (in-person)
Mr. Patrick Hewitt, Vice President (in-person)
Mrs. Amy Billerbeck (virtual)
Mrs. Jennifer L. Bowen (virtual)
Mr. Phillip J. Elias (in-person)
Dr. Daphna Gans (virtual)
Mr. Louis P. Mafrice Jr. (in-person)
Mrs. Angela Petersen (in-person)
Mrs. Jennifer Schnore (virtual)

School Personnel in Attendance:

Dr. John T. Rozzo, Superintendent (in-person)
Dr. Sharon K. Suritsky, Assistant/Deputy Superintendent (virtual)
Mrs. Amy Pfender, Assistant to the Superintendent (in-person)
Mr. Ray Carson, Senior Director of Operations & Administrative Services (in-person)
Mr. Scott Burchill, Director of Business & Finance (virtual)
Dr. Lou Angelo, Director of Facilities and Operations (virtual)
Mr. Raymond Berrott, Director of Technology (in-person)
Dr. Judith Bulazo, Director of Curriculum and Development (virtual)
Mrs. Cassandra Doggrell, Director of Student Support Services (virtual)
Mrs. Lauren Madia, Assistant Director of Student Support Services (virtual)
Mr. Bradley Wilson, Director of Strategic Initiatives (virtual)

Mrs. Jocelyn Kramer, Solicitor (in-person)
Mrs. Sarah MacDonald, Board Stenographer (virtual)
Karsen Damon – Student Board Representative (virtual)
R.J. Shontz – Student Board Representative (virtual)
Mr. Jim Summerville – PSBA Representative (virtual)

Call to Order

(Bolas, School Board President)

Mrs. Bolas called the meeting to order at approximately 7:24pm.

Resident's Comments - (Regarding Agenda items only)

Link to Online Form

Note: As per Guidelines for Resident's Comments, please state your name and address and limit your comments to three minutes. Social distancing and mask guidelines will also be adhered to during Resident's Comments. In light of continued health and safety concerns, the Board will offer an additional option for submitting Residents' Comments via online form (link above) or by phone in advance of the meeting. You can submit a comment via phone by contacting the Board Stenographer at 412-833-1600 x2218 by Monday, November 9, 2020 any time before 2pm. Comments submitted in advance regarding agenda items will be shared with the Board prior to the meeting and summarized at this time.

There were no Resident's Comments at this time.

Approval of Agenda

(Bolas, School Board President)

MOTION: By Petersen: I move that the Board approve the Agenda, as presented.
Seconded by Mafrice and carried by unanimous voice vote.

Superintendent's Report

a. Approval of MOU with USCEA (Rozzo, Superintendent of Schools)

Dr. Rozzo reviewed the MOU with the USCEA. He advised the MOU was regarding a retiring teacher and approval is needed in order to be in compliance with the Collective Bargaining Agreement.

MOTION: By Hewitt: I move that the Board approve a retirement MOU with the USCEA, subject to final approval by the Superintendent and Solicitor. Seconded by Petersen and carried by unanimous voice vote.

b. Approval of Relocation of Administrative Offices

(Rozzo, Superintendent of Schools)

Dr. Rozzo advised that this this address change is in relation to a clerical update with PDE to officially change the District address, with the Department of Education, from the previous address of 1820 McLaughlin Run Road to the new address of 1775 McLaughlin Run Road.

MOTION: By Gans: I move that the Board authorize the relocation of the Administrative Offices from 1820 McLaughlin Run Road Pittsburgh, PA 15241 to 1775 McLaughlin Run Road Pittsburgh, PA 15241 and authorize the School District to submit all required changes in the PDE EdNA (Education Names and Addresses application). Seconded by Hewitt and carried by unanimous voice vote.

c. Approval of Personnel Listings

(Carson, Sr. Director of Operations & Administrative Services)

Mr. Carson reviewed the Personnel Listing. Dr. Rozzo noted that this Personnel Listing also includes a retirement for Mr. Glenn Wayland, a long-standing music teacher with the District. Dr. Rozzo thanked Mr. Wayland for his many dedicated years of service.

MOTION: By Schnore: I move that the Board approve the Personnel Listings, as attached. Seconded by Gans and carried by unanimous voice vote.

d. Approval to the Renew Almabase Contract for Alumni Software for a term of December 5, 2020 - December 4, 2023, at a cost of \$5,500 annually

(Carson, Sr. Director of Operations & Administrative Services / Suritsky, Deputy/Assistant Superintendent)

Mr. Carson reviewed the request to renew the Almabase contract. Almabase houses the District's alumni software, which allows the District to track and communicate with alumni, as well as being a hub for reunions. The renewed software will also have increased functionality, including a giving page to help with future fundraising.

MOTION: By Bowen: I move that the Board approve the renewal of the Almabase Contract for Alumni Software for a term of December 5, 2020 - December 4, 2021, at a cost of \$5,500 annually, contingent upon documentation acceptable to the Superintendent and Solicitor. Seconded by Schnore and carried by unanimous voice vote.

e. Approval of Expenses for the production and streaming of the fall play - A *Christmas Carol*

(Pfender, Assistant to the Superintendent)

Mrs. Pfender reviewed the Approval of Expenses for the Production and Streaming of the Fall Play - *A Christmas Carol*. She advised that the approval of estimated costs, not to exceed \$1,000, will be for the playwright, streaming platform and agreements.

MOTION: By Billerbeck: I move that the Board authorize the Superintendent or designee to enter into agreements and pay expenses, including licensing fees, for the production of the fall play at an estimated cost of \$649.00 and any additional costs not to exceed a total of \$1,000.00. Seconded by Bowen and carried by unanimous voice vote.

f. Approval of Financing for Technology Investment Apple Lease Schedule #20 with Apple Financial Services at an annual percentage rate of 0.49% and a yearly cost not to exceed \$121,000 for a five-year term

(Berrott, Director of Technology)

Mr. Berrott reviewed the financing for technology investment Apple Lease Schedule #20. He advised that the approval will be for 400 staff laptops, with deferred payment until July 2021, at an interest rate of 0.49%.

Mr. Mafrice asked when the new laptops will be available. Mr. Berrott advised they will be in, in December and he confirmed payment is deferred until July 2021.

MOTION: By Elias: I move that the Board approve Lease Schedule #20 with Apple Financial Services at an annual percentage rate of 0.49%, and a yearly cost not to exceed \$121,000 for a five-year term, contingent upon documentation acceptable to the Superintendent and Solicitor. Seconded by Billerbeck and carried by unanimous voice vote.

Business & Finance

(Burchill, Director of Business & Finance)

a. Aramark Contract Reconciliation

(Burchill, Director of Business & Finance)

Mr. Burchill reviewed the Aramark Contract Reconciliation, which is to resolve final contract payments.

MOTION: By Mafrice: I move that the Board approve an Agreement with Aramark to resolve final contract payments, subject to final approval of Superintendent and Solicitor. Seconded by Elias and carried by unanimous voice vote.

Adjournment

(Bolas, School Board President)

The meeting was adjourned at approximately 7:36pm.

Barbara L. Bolas, President
BOARD OF SCHOOL DIRECTORS

Scott P. Burchill, Secretary
BOARD OF SCHOOL DIRECTORS

Submitted by: Sarah MacDonald
School Board Stenographer

**Personnel List
Board Meeting
November 9, 2020**

ELECTION

Staff Name	Location	New Assignment	New Assignment Status	Effective Date
Caplan, Shanna	Substitute	Substitute Teacher Aide	Substitute	11-06-20
DePuy, Melissa	Substitute	ETC Substitute Teacher	Substitute	11-06-20
Ellis, Rachel	High School	AWS Teacher	Substitute	11-23-20 through 06-09-2020
Fuentes Mateos, Maria	Substitute	ETC Substitute Teacher	Substitute	11-06-20
Glasse, Crysta	Substitute	Substitute Teacher Aide	Substitute	10-30-20
Palmer, Jace	Ft. Couch	Coach: Boys Basketball	ECA	10-26-20 through 12-18-20
Stoecklin, Emily	Boyce	Secretary	FT	11-16-20

CHANGE OF STATUS

Staff Name	Location	Current Assignment	Current Assignment Status	New Assignment	New Assignment Status	Effective Date
Hindman, Cheryl	Ft. Couch	AWS Teacher	Substitutue	1.0 French Teacher (for E. Lemon)	LTS	01-25-21 through LDTR
Kelly, Nicole	Boyce	Per Diem Substitute (for C. Brinkhoff)	Per Diem Substitute	1.0 Elementary Teacher (for C. Brinkoff)	LTS	08-24-20 through end date TBD
Madge, Craig	Boyce	1.0 Music Teacher	FT	Leave	Leave	Beginning 10-25-20
McGonigle, Megan	Eisenhower	Per Diem Substitute (for A. Beyerl)	Per Diem Substitute	1.0 Elementary Teacher (for A. Beyerl)	LTS	08-25-20 through end date TBD
Nicklas, Steven	Boyce	1.0 Elementary Teacher	FT	Leave	Leave	Beginning 10-29-20
O'Leary, Kelsey	Eisenhower	Per Diem Sub (for J. Decroo)	Per Diem Substitute	AWS Teacher	Substitute	11-09-20 through 06-09-21
Olsen, Morgan	Boyce	1.0 Elementary Teacher	FT	Leave	Leave	10-12-20 through 11-22-20
Schlichting, Jane	Boyce	Per Diem Sub (for P. Serio)	Per Diem Substitute	AWS Teacher	Substitute	10-29-20 through 06-09-21
Steinhaus, Paige	Ft. Couch	AWS Teacher	Substitute	1.0 Science Teacher (Per Diem Sub for L. Giannuzzi)	Per Diem Substitute	10-16-20 through end date TBD

RETIREMENT

Staff Name	Location	Current Assignment	Current Assignment Status	Effective Date
Wayland, Glenn	Elementary	1.0 Music Teacher	FT	11-13-20

RESIGNATION

Staff Name	Location	Current Assignment	Current Assignment Status	Effective Date
Sweeney, Katharine	Substitute	Substitute Certified Teacher	Substitute	06-09-19

OTHER:

Approve Contract Term Extensions to June 30, 2021 for Director of Business & Finance and Accounting Manager Contracts

INFORMATION ONLY:**FROM****TO**

Beyerl, Amy	Eisenhower	Leave 8-26-20 through 11-18-20	Leave Return to Work TBD
Brewer, Edward	Ft. Couch	1.0 Industrial Arts Teacher	1.0 STEAM Teacher
Brinkhoff, Carol	Boyce	Leave 9-14-20 through 11-15-20	Leave Return to Work TBD
Gipson, Yvonne	Baker	Leave 9-3-20 through 11-25-20	Leave Return to Work TBD
Randall, Christina	High School	1.0 LTS Science Teacher 9-4-20 through 1-27-21	1.0 LTS Science Teacher 9-4-20 through LDTR

Memo

To: Dr. Rozzo
From: Tom Hunsberger
cc: Amy Pfender, Tim Wagner
Date: 11/4/2020
Re: Upper St Clair High School Fall Play Experience

The Upper St. Clair High School Performing Arts Department is pleased to announce that we will be producing a 1940's radio play (no "live" acting) that will be broadcast to audience members in their home via the Broadway On Demand streaming platform. Students will experience what it's like to prepare and present an audio drama performance complete with music and foley (sound effects).

A Christmas Carol: A Live Radio Play from the novella by Charles Dickens, Adapted by Joe Landry

Join the Upper St. Clair High School Performing Arts Departments as we bring this Charles Dickens classic to life. Retold in the style of a 1940's radio broadcast, complete with vintage commercials for fruitcake (extra fancy), our actors will bring dozens of characters into your home as the familiar story unfolds and three ghosts take Ebenezer Scrooge on a thrilling journey to teach him the true meaning of success and happiness. A charming take on a family favorite that will leave no one saying "Bah Humbug!"

December 18 – 19 7:30pm

I seek approval to purchase the rights, materials, and streaming platform for the 2020 fall play *A Christmas Carol* at an estimated cost of \$649.00 and any additional costs not to exceed a total of \$1000.00.