



KEYSTONE OAKS SCHOOL DISTRICT
1000 Kelton Avenue
Pittsburgh, PA 15216

BOARD OF SCHOOL DIRECTORS

BUSINESS/LEGISLATIVE SESSION
TUESDAY, JANUARY 21, 2020
7:00 PM

**KEYSTONE OAKS SCHOOL DISTRICT
SCHOOL DIRECTORS' CALENDAR OF COMING EVENTS**

January 21, 2020– Business/Legislative

7:00 PM Meeting

- Call to Order – President
- Pledge of Allegiance
- Public Comment
- Approval of Reports
- Public Comment
- Adjournment

February 11, 2020 –Work Session

7:00 PM Meeting

- Call to Order – President
- Pledge of Allegiance
- Public Comment
- Review of Reports
- Public Comment
- Adjournment

BOARD PRESIDENT'S REPORT
January 21, 2020

Ms. Patricia A. Shaw

BOARD ACTION REQUESTED

I. BOARD MINUTES

It is recommended that the Board approve the Reorganization/Work Session Minutes of December 3, 2019 and the Business/Legislative Minutes of December 10, 2019.

II. MEMORANDUM OF UNDERSTANDING

It is recommended that the Board approve the Memorandum of Understanding between the Keystone Oaks School District and the Keystone Oaks Education Support Personnel Association.

FOR INFORMATION ONLY

I. Parkway West Career and Technology Center Report

Ms. Annie Shaw

II. SHASDA Report

Mr. Santo Raso

III. PSBA/Legislative Report

Mrs. Theresa Lydon

IV. News from the Boroughs

V. EXECUTIVE SESSION

VI. BOARD COMMITTEES 2020

- Activities and Athletics

**Ms. Lindsey, Ms. Donahue,
Mr. LaPorte, Mrs. Lydon*

- Budget and Finance

**Ms. Lindsey, Mrs. Lydon,
Mr. Raso, Ms. Shaw*

- Buildings, Grounds & Transportation

**Mr. Raso, Mr. Cesario,
Mr. LaPorte, Ms. Shaw*

- Communications

**Ms. Crowell, Ms. Evans,
Mr. LaPorte, Mr. Raso*

- Education

**Mrs. Lydon, Ms. Crowell,
Mrs. Donahue, Ms. Lindsey*

- Personnel

*Ms Shaw, *Mr. Cesario,
Ms. Crowell, Mrs. Lydon

- Policy

*Ms. Shaw, Mr. Cesario,
Mrs. Donahue, Ms. Evans

- PSBA Representative

Mrs. Lydon

- SHASDA Representative

Mr. Raso

***Denotes Chairperson(s)**

SUPERINTENDENT'S REPORT

January 21, 2020

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. ACT 93 ADMINISTRATIVE EMPLOYEE COMPENSATION

In compliance with the *Act 93 Administrative Employee Compensation July 1, 2019 – June 30, 2022*, it is recommended that the Board approve the Administrators' salaries for January 1, 2020 through December 31, 2020:

Desiree Burns	\$100,313	Director of Special Education
Jeffrey Kattan	\$114,078	Principal, Keystone Oaks Middle School
Michael Linnert	\$ 89,096	Acting Principal, Keystone Oaks High School
Suzanne Lochie	\$ 79,251	Director of Pupil Services
Scott Mizikar	\$105,692	Principal, Myrtle Avenue Elementary School
Dave Thomas	\$ 91,671	Principal, Fred L. Aiken Elementary School
Dr. Shannon Varley	\$123,998	Director of Curriculum, Instruction, Assessment and Staff Development
Brian Werner	\$110,000	Principal, Dormont Elementary School

II. PROFESSIONAL DEVELOPMENT

It is recommended that the Board approve the following conference request:

Mrs. Emily Brill	PAFCS Annual Conference Blair County Convention Center Altoona, PA 16602 April 17 – 18, 2020	\$725.00
-------------------------	---	----------

For Information Only

Ms. Brill is on the Board of Directors of the organization.

Mr. Jesse Jeznis	Certified Pool & Spa Operator Certification Program Pittsburgh, PA March 25- 26, 2020	\$359.00
Mr. John Lyon	Building Operating Management's NFMT 2020 Baltimore Convention Center Baltimore, MD March 17 – 19, 2020	\$1,200.00
Mrs. Carol Persin	PA Education Technology Expo & Conference David L. Lawrence Convention Center Pittsburgh, PA	\$574.00

February 23 – 26, 2020

Mrs. Sarah Welch

2020 PenSPRA Symposium
Conference Center Shippensburg University
Shippensburg, PA 17257
March 25 – 27, 2020

\$740.00

EDUCATION REPORT

January 21, 2020

Mrs. Theresa Lydon, Chairperson

BOARD ACTION REQUESTED

I. ALLEGHENY INTERMEDIATE UNIT MEMORANDUM OF UNDERSTANDING

The Administration recommends that the Board approve the AIU Transition Memorandum of Understanding between the Keystone Oaks School District and Head Start, in accordance with the Every Student Succeeds Act (ESSA) and Title I.

II. KEYSTONE OAKS MIDDLE SCHOOL: PROGRAM OF STUDIES

The Administration recommends the approval of the Keystone Oaks Middle School Program of Studies for the 2020/2021 school year.

III. KEYSTONE OAKS HIGH SCHOOL: PROGRAM OF STUDIES

The Administration recommends the approval of the Keystone Oaks High School Program of Studies for the 2020/2021 school year.

PERSONNEL REPORT

January 21, 2020

Ms. Patricia A. Shaw, Co-Chairperson
Mr. Matthew Cesario, Co-Chairperson

BOARD ACTION REQUESTED

I. RETIREMENTS

It is recommended that the Board accept the letter of retirement from the following individuals:

<u>Name</u>	<u>Position</u>	<u>Years of Service</u>	<u>Effective Date</u>
Dawn Bartolomeo	Benefits/Payroll Secretary	14 Years	June 30, 2020
Nancy Dempsey	Paraprofessional	18 Years	June 11, 2020

II. RESIGNATION

It is recommended that the Board accept the following resignation:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Aretina Gdovic	Food Service Worker	January 6, 2020
Sarah Hazlett	Mental Health Therapists	January 31, 2020

III. DISCONTINUE OF ASSIGNMENT

It is recommended that the Board approve to discontinue the assignment of employee #2020-1 based on probationary status in accordance with the *Keystone Oaks Education Support Personnel Association Agreement 2018-2022*.

IV. APPOINTMENTS

1. After-School Tutoring Program

It is recommended that the Board approve the following individual to participate in the After-School Tutoring Program for the 2019/2020 school year:

<u>Employee</u>	<u>School</u>
Paige Passatore	Fred L. Aiken Elementary School

2. Change in Stipend Amounts

It is recommended that the Board approve the following change in stipend amount for the below stipends:

<u>Sport</u>	<u>Position</u>	<u>Coach</u>	<u>Stipend</u>
Football	Assistant	Steve McCormick	\$5,800.00
	Assistant	Russ Klein	\$5,100.00
	Assistant	James Feeney	\$5,100.00
	Assistant	Jeff Sieg	\$5,100.00
	Assistant	Kobe Phillippi	\$3,152.00
	Assistant	Joe Kazalas	\$3,152.00
	Middle School	Paula Jankowiak	\$2,784.00
Wrestling	Assistant	John Cerminara	\$1,000.00
	Assistant	Al Harris	\$4,300.00
	Assistant	Joe Kazalas	\$4,500.00
	Assistant	Mike Kazalas	\$3,400.00

For Information Only

The Football Stipends were approved at the June 18, 2019 Business/Legislative Meeting but due to staffing responsibilities, stipend amounts were adjusted.

This Wrestling Stipends were approved at the October 22, 2019 Business/Legislative Meeting but due to staffing responsibilities, stipend amounts were adjusted.

V. TEACHING LOAD COMPENSATION

In compliance with the *Keystone Oaks Education Association Agreement 2017/2020*, it is recommended that the following individuals be compensated for the first semester of the 2019/2020 school year:

1. Secondary Teacher Stipends for Class Sizes at 30 or Above

Christine Chimento	\$1,000
Ken Hustava	\$2,000
Mark Kopper	\$2,000
Nancy Kraemer	\$1,000
Steve McCormick	\$2,050
John Murphy	\$1,000
Nadine Pisani	\$2,000
Joan Young	\$1,000

2. Secondary Teacher Stipends for Teaching 7 out of 8 Periods

Emily Brill	\$1,000
-------------	---------

Rebekah Brooks	\$1,000
Allyson Culp	\$ 200
Suzanne Deemer	\$ 600
William Eibeck	\$1,000
Nancy Kraemer	\$1,000
Tricia Kreitzer	\$ 400
Michelle McSwigan	\$ 400
Madeline Morris	\$ 200
Lainey Resetar	\$1,000
Beth Smith	\$1,000
Kimberly Smykal	\$1,000
Randy Tobias	\$1,000

3. Stipends for Teaching Two Preparations in One Period

Nicole Kochanski	\$1,000
Kathy Morrow	\$1,000

4. Elementary Teacher Stipends for First Semester

Deborah Bucek	\$2,000
Elisa DiTullio	\$1,000
Daniel Galentine	\$1,420
Jennifer Harke	\$1,000
Kristie Rosgone	\$2,840
Judy Tredway	\$1,000
Zachary Whitfield	\$2,590

VI. LEAVE OF ABSENCE

It is recommended that the Board approve the following individuals for Family and Medical Leave:

L.O. – Effective January 6, 2020 through March 30, 2020

S.S. – Effective February 13, 2020 through May 12, 2020

FINANCE REPORT

January 21, 2020

Ms. Raeann Lindsey, Chairperson

BOARD ACTION REQUESTED

I. APPROVAL OF THE 2020/2021 PRELIMINARY BUDGET

The Administration recommends the adoption of the 2020/2021 Preliminary Budget in accordance with Section 687 of the School Code of Pennsylvania.

For Information Only

The 2020/2021 Preliminary Budget is estimated at Expenditures of \$46,007,851. The expected Revenues will be \$46,007,851 with the levying of 21.15 mills.

II. AUDITED FINANCIAL STATEMENTS

The Administration recommends that the Board accept the Audited Financial Statements as of June 30, 2019 as presented.

III. ACCOUNTS PAYABLE APPROVAL LISTS THROUGH DECEMBER 31, 2019

The Administration recommends approval of the following Accounts Payable lists as presented in the *Finance Package*:

A. General Fund as of December 31, 2019 (Check No. 61198-61344)	\$924,438.57
B. Food Service Fund as of December 31, 2019 (Check No. 9192-9203)	\$41,233.35
C. Athletics as of December 31, 2019 (Check No. 3163-3176)	\$11,909.87
D. Capital Reserve as of December 31, 2019 (None)	\$0.00

TOTAL \$977,581.79

IV. CONTINUED MEMBERSHIP IN THE JOINT PURCHASING BOARD

It is recommended that the Board approve continued membership in the Allegheny Intermediate Unit's Joint Purchasing Program for the 2019/2020 school year in the following areas, but not limited to:

Electricity
Gasoline and Diesel Fuel
Natural Gas
Copier Paper

The regular member position for the Joint Purchasing Program will be assigned to **Joseph Kubiak**,

Business Manager, and the alternate member position will be assigned to **John Lyon**, Director of Building, Grounds & Transportation.

For Information Only

This does not obligate the District to purchase materials from the AIU Joint Purchasing Program.

V. PARKWAY WEST CAREER & TECHNOLOGY CENTER BUDGET

1. The Administration recommends that the Board approve the Parkway West General Operating and Jointure Budget for the 2020/2021 school year as follows:

2020/2021

• Parkway West General Operating Budget \$ 6,994,089

• Parkway West Jointure Budget \$ 723,154

2. Keystone Oaks School District's Estimated Share of Budget

• Parkway West General Operating Budget \$ 432,044.92

• Parkway West Jointure Budget \$ 38,527.28

For Information Only

The District's estimated share toward the General Operating Budget reflects an increase of \$30,606.91. The District's estimated share toward the Jointure Budget is an increase of \$974.21.

FOR INFORMATION ONLY

I. EXPENDITURE/REVENUE 2019 – 2020 BUDGET to ACTUAL / PROJECTION

ACCT	DESCRIPTION	2019-2020 BUDGET TOTAL	2019-2020 6 MONTH DECEMBER/ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 30,223,490	\$ 27,226,632	\$ (2,996,858)
7000	State Revenue Sources	\$ 12,272,835	\$ 4,634,187	\$ (7,638,648)
8000	Federal Revenue Sources	\$ 666,330	\$ 182,643	\$ (483,687)
Total Revenue		\$ 43,162,655	\$ 32,043,462	\$ (11,119,193)

				(OVER) UNDER BUDGET
Expenditures				
100	Salaries	\$ 17,552,090	\$ 6,745,029	\$ 10,807,061
200	Benefits	\$ 11,027,539	\$ 4,094,328	\$ 6,933,211
300	Professional/Technical Services	\$ 1,558,997	\$ 926,327	\$ 632,670
400	Property Services	\$ 1,122,100	\$ 443,985	\$ 678,115
500	Other Services	\$ 5,399,722	\$ 2,271,906	\$ 3,127,816
600	Supplies/Books	\$ 1,444,142	\$ 998,722	\$ 445,420
700	Equipment/Property	\$ 635,152	\$ 599,158	\$ 35,994
800	Other Objects	\$ 566,455	\$ 287,089	\$ 279,366
900	Other Financial Uses	\$ 4,645,250	\$ 4,055,420	\$ 589,830
Total Expenditures		\$ 43,951,447	\$ 20,421,964	\$ 23,529,483

Revenues exceeding Expenditures \$ (788,792) \$ 11,621,498 \$ 12,410,290

Other Financing Sources/(Uses)

Interfund Transfers In (Out) \$ - \$ - \$ -

II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF DECEMBER 31, 2019

Bank Account - Status	Middle / High School	Athletics
Cash Balance - 12/1/2019	\$ 81,371.40	\$ 21,257.00
Deposits	\$ 14,644.06	\$ 5,195.66
Subtotal	\$ 96,015.46	\$ 26,452.66
Expenditures	\$ 3,567.06	\$ 11,920.18
Cash Balance - 12/31/2019	\$ 92,448.40	\$ 14,532.48

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF DECEMBER 31, 2019

	BALANCE	
GENERAL FUND		
FNB BANK	\$	1,850,866
PAYROLL (pass-thru account)	\$	12,768
FNB SWEEP ACCOUNT	\$	628,102
ATHLETIC ACCOUNT	\$	14,532
PLGIT	\$	9,531,270
FNB MONEY MARKET	\$	5,470,449
PSDLAF	\$	161,738
INVEST PROGRAM	\$	180,182
OTHER POST-EMPLOYMENT BENEFITS	\$	1,968,204
COMPENSATED ABSENCES	\$	426,609
	\$	20,244,720
CAFETERIA FUND		
FNB BANK	\$	554,567
PLGIT	\$	685,257
	\$	685,257
CONSTRUCTION FUND / CAP RESERVE		
FNB BANK	\$	213,328
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$	796
	\$	214,124
GRAND TOTAL	\$	21,144,101

FACILITIES REPORT

January 21, 2020

Mr. Santo Raso, Chairperson

BOARD ACTION REQUESTED

I. MIDDLE SCHOOL FLOORING

It is recommended that the Board approve the replacement of the VCT Tile in the Middle School Cafeteria by Wilmac Floors at a cost not to exceed \$14,995.00.

ACTIVITIES & ATHLETICS REPORT

January 21, 2020

Ms. Raeann Lindsey, Chairperson

BOARD ACTION REQUESTED

I. ADVERTISE FOR ATHLETIC BIDS

It is recommended that the Board approve the advertisement of athletic bids for the Fall of the 2020/2021 school year.

II. COMPETITIVE EVENT

It is recommended that the Board approve the following competitive events:

Dance Team

GLCC Events

February 29, 2020

Number of Students – 16

District Funds - \$800 (\$50 per student) (Level I)

III. OVERNIGHT TRIP

It is recommended that the Board approve the following overnight trip:

Golden Eagles Marching Band – Washington, DC

Thursday, April 30 – Sunday, May 3, 2020

Sponsors – **Mr. Eibeck, Ms. Caron, Ms. Fredrickson, Ms. Langhorst**

Chaperones – Parent's names to be provided closer to trip time

Approximate number of students participated – 60 – 65

Approximate cost per student: \$750

No District funds requested