



**KEYSTONE OAKS SCHOOL DISTRICT**  
**1000 Kelton Avenue**  
**Pittsburgh, PA 15216**

**BOARD OF SCHOOL DIRECTORS**  
**BUSINESS/LEGISLATIVE MEETING**

**THURSDAY, DECEMBER 12, 2013**  
**7:00 PM**

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

**December 12, 2013 – Business/Legislative Meeting**

**7:00 PM Meeting**

- Call to Order – President
- Pledge of Allegiance
- **Student Recognition**
- Public Comment (Voting Items)
- Approval of Reports
- Public Comment (Any Topic)
- Adjournment

**January 21, 2014 – Work Session**

**7:00 PM Meeting**

- Call to Order – President
- Pledge of Allegiance
- Public Comment (Voting Items)
- Review of Reports
- Public Comment (Any Topic)
- Adjournment

# **BOARD PRESIDENT'S REPORT**

**December 12, 2013**

**Mr. Joseph Finucan**

## **BOARD ACTION REQUESTED**

### **I. RESCINDING OF PREVIOUS BOARD MOTION**

Recommendation to rescind the direction provided to the Administration and Solicitor at the October 17, 2013 Keystone Oaks Business/Legislative Meeting relating to providing **Mr. James Cromie** (Communications Specialist) with a new contract under the conditions voted upon.

### **II. BOARD MINUTES**

It is recommended that the Board approve the Work Session Minutes of November 14, 2013, and the Business/Legislative Minutes of November 21, 2013, as enclosed.

## **FOR INFORMATION ONLY**

- |   |   |
|---|---|
| I. Parkway West Career and Technology Center Report | <i>Ms. Annie Shaw</i><br><i>Mr. Donald Howard - Alternate</i> |
| II. SHASDA Report                                   | <i>Mr. Daniel Domalik</i>                                     |
| III. Golden Wings Foundation, Inc. Report           | <i>Mr. Donald Howard</i>                                      |
| IV. PSBA/Legislative Report                         | <i>Ms. Raeann Lindsey</i>                                     |
| V. Castle Shannon Borough Council Minutes           | <i>(Available Online)</i>                                     |
| VI. Dormont Borough Council Minutes                 | <i>(Available Online)</i>                                     |
| VII. Green Tree Borough Council Minutes             | <i>(Available Online)</i>                                     |

# **SUPERINTENDENT'S REPORT**

**December 12, 2013**

**Dr. William P. Stropkaj**

## **BOARD ACTION REQUESTED**

### **I. DIRECTOR OF FISCAL SERVICES – PROFESSIONAL DEVELOPMENT**

The Administration recommends approval of the following conference request:

<b>Eric Brandenburg</b>	PASBO 59 <sup>th</sup> Annual Conference & Exhibits Hershey Lodge Hershey, PA March 11-14, 2014	\$1,100.00 (General Funds)
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# PERSONNEL REPORT

December 12, 2013

Mr. Joseph Finucan, Chairperson

## BOARD ACTION REQUESTED

### I. RETIREMENT

It is recommended that the Board accept the retirement of **Mrs. Darryl Siegel**, Administrative Assistant, Personnel/Fiscal Services, effective June 30, 2014. Mrs. Siegel has been an employee of the District since 1979.

### II. APPOINTMENTS

#### A. CLASSIFIED EMPLOYEES

In compliance with *Board Policy No. 504 – Employment of Classified Employees*, and the *SEIU Collective Bargaining Agreement Local 32B*, it is recommended that the Board approve **Joseph Ruffalo** as a full-time custodian, effective December 12, 2013. Salary will be \$25,035, pro-rated.

#### B. ACTIVITIES

1. In compliance with the *Keystone Oaks Education Association 2011-2016, Article XXVII, Activities Positions and Compensation*, it is recommended that the Board approve **Patrick Vetter** as the Marching Band Assistant, retroactive to August 22, 2013. The stipend for this position is \$1,800.
2. In compliance with the *Keystone Oaks Education Association 2011-2016, Article XXVII, Activities Positions and Compensation*, it is recommended that the Board approve the following individuals and stipends for the High School Musical:

<u>Position</u>	<u>Name</u>	<u>Compensation</u>
Producer	<b>Shane Hallam</b>	\$1,465
Musical/Book Director	<b>Shane Hallam</b>	\$1,465
Instrumental Director	<b>William Eibeck</b>	\$1,160

Choreographer	<b>Alivia Owen</b>	\$1,465
Choral Director	<b>Lisa Harrier</b>	\$ 751
Make-up Director	<b>Lisa Harrier</b>	\$ 445
Accompanist	<b>Lisa Harrier</b>	\$ 854
Technical Stage Manager	<b>Fran Gorman</b>	\$ 650
Set Construction Director	<b>Michael Magri</b>	\$1,160
Design & Paint Director	<b>Heather Hakos-Hruby</b>	\$1,160

### C. POST SEASON COACHING STIPEND

In compliance with the **Keystone Oaks Educational Association 2011-2016, Article XXVII, Athletic Positions and Compensation**, it is recommended that the Board approve payment to the following individuals for coaching in the post season at \$50.00 per week:

<b>Emily Bogden</b>	<b>Cross Country</b>	\$50 (2 weeks-split)
<b>Judy Fritz</b>	<b>Cross Country</b>	\$50 (2 weeks-split)
<b>Kaitlin Yasko</b>	<b>Cross Country</b>	\$100 (2 weeks)
<b>Maria Dayka</b>	<b>Golf Team</b>	\$50 (1 week)
<b>Shane Rice</b>	<b>Golf Team</b>	\$50 (1 week)

### III. TENURE

In compliance with **Board Policy No. 404 – Employment of Professional Employees**, it is recommended that the Board retroactively recognize the following individual as having completed the requirements according to the Commonwealth of Pennsylvania and achieving tenure with a Professional Contract:

**Lainey Resetar** Librarian  
 KO Middle School/Aiken Elementary  
 Effective: October 4, 2013

# FINANCE REPORT

## December 12, 2013

Mr. Daniel Domalik, Chairperson

### BOARD ACTION REQUESTED

#### I. ACCOUNTS PAYABLE APPROVAL LISTS

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

- |  |              |
|--|--------------|
| A. Accounts Payable for <b>November 29, 2013</b>                   | \$630,437.09 |
| B. Food Service Fund Accounts Payable for <b>November 29, 2013</b> | \$16,151.30  |

#### II. MEDICAL RESCUE TEAM SOUTH AUTHORITY

It is recommended that the Board approve the *Medical Rescue Team South Authority (MRTSA)* membership for Keystone Oaks School District in the amount of \$1,925.00. The membership is effective January 1, 2014 to December 31, 2014.

#### Information Only

The membership provides coverage for emergency medical care and transportation provided by MRTSA to any District employee or student at any time that they are on District property, or participating in a school event (other than as a spectator), and provides coverage for visiting school teams when participating in Keystone Oaks sponsored events.

**FOR INFORMATION ONLY**

**I. EXPENDITURE/REVENUE 2013 - 2014 BUDGET to ACTUAL / PROJECTION**

ACCT	DESCRIPTION	2013-2014 BUDGET TOTAL	2013-2014 5 MONTH NOVEMBER/ACTUAL	MONTH END + ESTIMATED PROJECTION	OVER (UNDER) BUDGET
<b>Revenue</b>					
6000	Local Revenue Sources	\$ 25,101,155	\$ 24,755,196	\$ 25,990,872	\$ 889,717
7000	State Revenue Sources	\$ 9,917,008	\$ 3,684,616	\$ 9,919,430	\$ 2,422
8000	Federal Revenue Sources	\$ 446,504	\$ -	\$ 438,200	\$ (8,304)
<b>Total Revenue</b>		<b>\$ 35,464,667</b>	<b>\$ 28,439,812</b>	<b>\$ 36,348,502</b>	<b>\$ 883,835</b>
					(OVER) UNDER BUDGET
<b>Expenditures</b>					
100	Salaries	\$ 14,673,483	\$ 4,203,300	\$ 14,641,959	\$ 31,524
200	Benefits Professional/Technical	\$ 7,848,904	\$ 2,544,905	\$ 7,794,233	\$ 54,671
300	Services	\$ 1,060,408	\$ 303,457	\$ 1,117,167	\$ (56,759)
400	Property Services	\$ 1,468,919	\$ 629,067	\$ 1,400,561	\$ 68,358
500	Other Services	\$ 4,208,192	\$ 1,693,588	\$ 4,378,034	\$ (169,842)
600	Supplies/Books	\$ 1,419,255	\$ 885,883	\$ 1,411,885	\$ 7,370
700	Equipment/Property	\$ 111,475	\$ 32,764	\$ 99,763	\$ 11,712
800	Other Objects	\$ 1,441,760	\$ 1,087,277	\$ 1,818,002	\$ (376,242)
900	Other Financial Uses	\$ 3,703,500	\$ 3,081,350	\$ 3,703,500	\$ -
<b>Total Expenditures</b>		<b>\$ 35,935,896</b>	<b>\$ 14,461,590</b>	<b>\$ 36,365,104</b>	<b>\$ (429,208)</b>
<b>Expenditures exceeding Revenues</b>		<b>\$ (471,229)</b>	<b>\$ 13,978,222</b>	<b>\$ (16,602)</b>	<b>\$ 454,627</b>



**II. CASH, CASH EQUIVALENTS AND RELATED INTEREST INCOME AS OF  
November 30, 2013**

	<b>10/31/2013</b>				<b>11/30/2013</b>
	<b>ENDING</b>	<b>DEBIT</b>	<b>CREDIT</b>	<b>INTEREST</b>	<b>ENDING</b>
	<b>BALANCE</b>	<b>RECEIVED</b>	<b>DISBURSED</b>	<b>INCOME</b>	<b>BALANCE</b>
<b>GENERAL FUND</b>					
PNC BANK	\$ 11,243,937	\$ 1,415,683	\$ (2,037,673)	\$ 1,915	\$ 10,623,863
PLGIT	\$ 10,108,853	\$ 300,024	\$ -	\$ 233	\$ 10,409,109
PSDLAF -interest paid quarterly	\$ 153,700		\$ -	\$ -	\$ 153,700
INVEST PTOGRAM	\$ 170,656			\$ 7	\$ 170,663
	<u>\$ 21,677,146</u>	<u>\$ 1,715,707</u>	<u>\$ (2,037,673)</u>	<u>\$ 2,155</u>	<u>\$ 21,357,335</u>
<b>CAFETERIA FUND</b>					
PNC BANK	\$ 28,712	\$ 47,191	\$ (39,559)		\$ 36,344
PLGIT	\$ 237,971	\$ 9,051	\$ -	\$ 6	\$ 247,027
	<u>\$ 266,682</u>	<u>\$ 56,242</u>	<u>\$ (39,559)</u>	<u>\$ 6</u>	<u>\$ 283,371</u>
<b>CONSTRUCTION FUND / CAP RESERVE</b>					
PNC BANK	\$ 224,344	\$ -	\$ -	\$ 28	\$ 224,372
<b>GRAND TOTAL</b>	<u><b>\$ 22,168,173</b></u>	<u><b>\$ 1,771,948</b></u>	<u><b>\$ (2,077,232)</b></u>	<u><b>\$ 2,189</b></u>	<u><b>\$ 21,865,078</b></u>

**III. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF NOVEMBER 29, 2013**

<b>Bank Account - Status</b>	<b>Middle / High School</b>	<b>Athletics</b>
Cash Balance as of October 31, 2013	\$ 117,961.54	\$ 60,349.07
Deposits (General Fund Transfer)	\$ 24,615.39	\$ 7,197.00
Subtotal	\$ 142,576.93	\$ 67,546.07
Expenditures	\$ 8,445.99	\$ 4,035.07
Cash Balance as of November 29, 2013	\$ 134,130.94	\$ 63,511.00