

BOARD OF SCHOOL DIRECTORS

WORK SESSION
Tuesday, August 8, 2017
7:00 PM

MINUTES

Call to Order

President Matthew Cesario called the meeting to order at 7:07 p.m.

Pledge

The meeting opened with the pledge to the flag.

Attendance

Those present included: Mr. Brownlee, Mr. Cesario, Mr. Howard, Ms. Lindsey, Ms. Pauchnik, Ms. Shaw, and Mrs. Lydon. Also present were Dr. William Stropkaj, Superintendent; Mr. Brungo, Solicitor; Ms. Connor, Board Secretary/Recording Secretary.

Mr. Hommrich, Ms. Crowell and Dr. Varley, Director of Curriculum, Instruction, Assessment and Staff Development were absent.

Public Comment

PUBLIC COMMENT

Heather DiGiacomo RE: Picture IDs
Castle Shannon Assembly Policy

Vicki Bruce RE: Wellness Committee
Castle Shannon

Board President's Report

BOARD PRESIDENT'S REPORT – Mr. Matthew Cesario

The following action items will be considered at the August 15, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Board Minutes

I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of June 20, 2017, and the Business/Legislative Minutes of June 27, 2017.

**II. SERVICE EMPLOYEES’ INTERNATIONAL UNION LOCAL 32BJ
AGREEMENT, JULY 1, 2017 – JUNE 30, 2020**

The Administration recommends that the Board ratify the Agreement between the Keystone Oaks School District and the Service Employees’ International Union Local 32BJ from July 1, 2017 through June 30, 2020.

FOR INFORMATION ONLY

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

VIII. EXECUTIVE SESSION

An Executive Session was conducted prior to this evening’s meeting to discuss collective bargaining matters concerning the SEIU agreement and also concerning the teachers’ negotiations. The discussion will continue after the meeting.

SUPERINTENDENT’S REPORT – Dr. William Stropkaj

The following action items will be considered at the August 15, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

I. SECOND READING OF POLICY NO. 204: ATTENDANCE

It is recommended that the Board approve the FIRST READING of Policy No. 204: *Attendance*.

**SECOND READING
Policy No. 247**

**SECOND READING
Policy No. 823**

**SECOND READING
Policy No. 847**

**2018 KENNYWOOD
PICNIC**

Education Report

**Allegheny Intermediate
Unit**

II. SECOND READING OF POLICY NO. 247: HAZING

It is recommended that the Board approve the FIRST READING of Policy No. 247:*Hazing*.

III. SECOND READING OF POLICY NO. 823: USE OF TOBACCO AND VAPOR PRODUCTS

It is recommended that the Board approve the FIRST READING of Policy No. 823:*Use of Tobacco and Vapor Products*.

IV. SECOND READING OF POLICY NO. 847: MAINTAINING PROFESSIONAL ADULT/STUDENT BOUNDARIES

It is recommended that the Board approve the FIRST READING of Policy No. 847:*Maintaining Professional Adult/Student Boundaries*.

V. 2018 KENNYWOOD PICNIC

It is recommended that the Board approve the contract between the Keystone Oaks School District and Kennywood establishing **Wednesday, June 20, 2018** as the Kennywood Picnic Day for the 2017/2018 school year.

EDUCATION REPORT – Ms. Raeann Lindsey

The following action items will be considered at the August 15, 2017, Business/Legislative Meeting:

BOARD ACTION REQUESTED

I. ALLEGHENY INTERMEDIATE UNIT

It is recommended that the Board approve the agreements between the Keystone Oaks School District and the Allegheny Intermediate Unit to provide nonpublic services for Title I and Title II at a cost not to exceed \$79,183.26.

For Information Only

The funds will be paid from the district's Federal Programs grant.

High School Courses

II. HIGH SCHOOL COURSES

In compliance with *Board Policy 106.1 – Course of Study Enrollment – High School*, it is recommended that the Board approve the following high school courses with an enrollment under 12 students:

- a. Advanced Creative Writing
 - b. AP Comparative Government and Politics
 - c. AP Computer Science Principles
 - d. AP Physics
 - e. CP Chemistry II
 - f. French IV
 - g. Spanish
- A discussion by Board Members was held regarding High School courses under 12 students.

Pupil Personnel Report

PUPIL PERSONNEL REPORT – Dr. William Stropkaj

The following action items will be considered at the August 15, 2017, Business/Legislative Meeting:

BOARD ACTION REQUESTED

Peer Jury School-Based Diversion Program

I. PEER JURY SCHOOL-BASED DIVERSION PROGRAM

The Administration recommends that the Board approve the Peer Jury School-Based Diversion Program to continue at the Keystone Oaks Middle School and the Keystone Oaks High School (under the direction of Officer John Bruner) for the 2017/2018 school year.

School Dental Services - Dr. George Royer

II. SCHOOL DENTAL SERVICES – DR. GEORGE ROYER

The Administration recommends that the Board approve the Agreement for School Dentist Services with **George Royer, D.M.D.**, for the 2017/2018 school year at a cost of \$15.00 per dental exam.

School Physician – Dr. Marc Yester

III. SCHOOL PHYSICIAN – DR. MARC YESTER

The Administration recommends that the Board authorize **Dr. Marc Yester** as the school physician for the 2017/2018 school year at a cost of \$20 per physical examination.

Ryan Briggs	\$19.34
Tina Conn	\$11.18
Gina Delfine	\$13.03
Frances Edwards	\$12.30
Laura Gibson	\$10.66
Lyssa Glaze	\$9.56
Kathy Hrivnak	\$9.63
Pat Joseph	\$9.27
Sandy Kaminski	\$13.79
Jennifer Lashley	\$17.42
James Lopinto	\$9.36
Barbara Maide	\$9.27
Kris Malia	\$10.75
Lynn Mathews	\$11.03
Robin Phillips	\$9.27
Barbara Routh	\$9.56
Tracey Slagle	\$13.24
Kim Stubinger	\$10.76
Penny Walters	\$11.62

Approval of Athletic Positions and Stipends

D. Approval of Athletic Positions and Stipends

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2011-2017, Article XXVIII, Extra Duty Compensation, Sub-Section B: Athletic Positions and Compensation* it is recommended that the Board approve the following individuals for the 2017/2018 school year:

<u>Sport</u>	<u>Position</u>	<u>Coach</u>	<u>Stipend</u>
Soccer (Girls)	Assistant	Emily Doyle	\$3,270.00

Activities Sponsor

III. ACTIVITIES SPONSOR

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2011-2017, Article XXVIII, Extra Duty Compensation, Sub-Section C – Activities Positions and Compensation*, it is recommended that the Board approve the following individuals for the 2017/2018 school year:

<u>Sponsor</u>	<u>Sport</u>	<u>Compensation</u>
Chelsea Fredrickson	Kaydeens	\$1,550.00
Chelsea Fredrickson	Silks	\$1,650.00
Marena Grondziowski	Marching Assistant	\$2,400.00
Abigail Langhorst	Percussion Coordinator	\$1,800.00

Teaching Load
Compensation

IV. TEACHING LOAD COMPENSATION

In compliance with the *Keystone Oaks Education Association Agreement 2011-2017, Article VII, Teaching Load*, it is recommended that the following individuals be compensated as per this Article:

A. Secondary Teacher Stipends for Teaching More than One Course during the second semester of the 2016/2017 school year

William Eibeck \$1,000

Tenure

V. TENURE

Andrew Bell	Dormont Elementary School
Jessica Clegg	Myrtle Elementary School
Nancy Mercalde	Keystone Oaks High School
Christina Thomas	Keystone Oaks Middle School
Zachary Whitfield	Myrtle Elementary School

Leave of Absence

VI. LEAVE OF ABSENCE

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

N.K. – Effective August 22, 2017 with an anticipated return date of January 15, 2018.

J.S. – Effective September 22, 2017 with an anticipated return date of January 19, 2018.

Finance Report

FINANCE REPORT – Mrs. Theresa Lydon

The following action items will be considered at the August 15, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Accounts Payable
Approval Lists

I. ACCOUNTS PAYABLE APPROVAL LISTS

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

A. General Fund as of July 31, 2017 (Check No. 54141 – 54600)	\$1,726,955.98
B. Risk Management as of July 31, 2017 (None)	\$0.00
C. Food Service Fund as of July 31, 2017 (Check No. 9124 – 9128)	\$672.27
D. Athletics as of July 31, 2017 (None)	\$0.00
E. Capital Reserve as of July 31, 2017 (None)	\$0.00

TOTAL \$1,727,628.25

FOR INFORMATION ONLY

I. EXPENDITURE/REVENUE 2016 – 2017 BUDGET to ACTUAL / PROJECTION

ACCT	DESCRIPTION	2016-2017 BUDGET TOTAL	2016-2017 JUNE ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 28,874,424	\$ 29,845,184	\$ 970,760
7000	State Revenue Sources	\$ 10,811,544	\$ 10,409,552	\$ (401,992)
8000	Federal Revenue Sources	\$ 847,073	\$ 516,180	\$ (330,893)
Total Revenue		\$ 40,533,041	\$ 40,770,916	\$ 237,875
Expenditures				
100	Salaries	\$ 15,839,295	\$ 15,782,863*	\$ 56,432
200	Benefits Professional/Technical	\$ 10,401,758	\$ 9,293,884**	\$ 1,107,874
300	Services	\$ 1,660,250	\$ 1,425,003	\$ 235,247
400	Property Services	\$ 1,215,100	\$ 1,134,881	\$ 80,219
500	Other Services	\$ 4,886,463	\$ 4,613,777	\$ 272,686
600	Supplies/Books	\$ 1,219,475	\$ 1,380,092	\$ (160,617)
700	Equipment/Property	\$ 870,175	\$ 819,585	\$ 50,590
800	Other Objects	\$ 967,570	\$ 887,822	\$ 79,748
900	Other Financial Uses	\$ 3,895,000	\$ 4,006,160	\$ (111,160)
Total Expenditures		\$ 40,955,086	\$ 39,344,067	\$ 1,611,019
Revenues exceeding Expenditures		\$ (422,045)	\$ 1,426,849	

*This figure includes teacher salaries owed for the 2016/2017 school year and paid through August 31, 2017.

**This figure includes teacher benefits for the 2016/2017 school year and paid through August 31, 2017.

II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF JUNE 2017

Bank Account - Status	Middle / High School	Athletics
Cash Balance – 06/01/2017	\$ 96,018.11	\$ 66,322.87
Deposits	\$ 1,538.50	\$ 19.08
Subtotal	\$ 97,556.61	\$ 66,341.95
Expenditures	\$ 7,738.09	\$ 0.00
Cash Balance - 06/30/2017	\$ 89,818.52	\$ 66,341.95

III. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF JUNE 2017

Bank Account - Status	Middle / High School	Athletics
Cash Balance – 07/01/2017	\$ 89,818.52	\$ 66,341.95
Deposits	\$ 26.01	\$ 19.09
Subtotal	\$ 89,844.53	\$ 66,361.04
Expenditures	\$ 1,697.06	\$ 0.00
Cash Balance - 07/31/2017	\$ 88,147.47	\$ 66,361.04

IV. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF JUNE 30, 2017

	BALANCE
GENERAL FUND	
FNB BANK	\$ 1,699,997
PAYROLL (pass-thru account)	\$ 12,438
FNB SWEEP ACCOUNT	\$ 446,713
ATHLETIC ACCOUNT	\$ 66,342
PLGIT	\$ 5,214,626
FNB Money Market	\$ 1,018,538
PSDLAF	\$ 155,470
INVEST PROGRAM	<u>\$ 172,019</u>
	<u>\$ 8,786,143</u>
 CAFETERIA FUND	
FNB BANK	\$ 468,008
PLGIT	<u>\$ 885,203</u>
	<u>\$ 1,353,211</u>
 CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$ 320,977
PLGIT - G.O. BOND SERIES C OF 2014/ 12-18	<u>\$ 762</u>
	<u>\$ 321,739</u>
 RISK MANAGEMENT FUND/TAX REFUNDS	
FNB BANK	<u>\$ 273,846</u>
 GRAND TOTAL	
	\$ 10,734,939

BANK BALANCES PER STATEMENT AS OF JULY 31, 2017

	BALANCE
GENERAL FUND	
FNB BANK	\$ 1,788,950
PAYROLL (pass-thru account)	\$ 4,190
FNB SWEEP ACCOUNT	\$ 772,433
ATHLETIC ACCOUNT	\$ 66,361
PLGIT	\$ 5,474,677
FNB Money Market	\$ 518,544
PSDLAF	\$ 155,566
INVEST PROGRAM	\$ 172,156
	<u>\$ 8,952,877</u>
 CAFETERIA FUND	
FNB BANK	\$ 469,812
PLGIT	\$ 934,903
	<u>\$ 1,404,715</u>
 CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$ 321,111
PLGIT - G.O. BOND SERIES C OF 2014/ 12-18	\$ 763
	<u>\$ 321,874</u>
 RISK MANAGEMENT FUND/TAX REFUNDS	
FNB BANK	<u>\$ 273,959</u>
 GRAND TOTAL	 \$ 10,953,425

Facilities Report

FACILITIES REPORT – Mr. Matthew Cesario

The following action items will be considered at the August 15, 2017 Business/Legislative Meeting

BOARD ACTION REQUESTED

Designation of FEMA Representative

I. DESIGNATION OF FEMA REPRESENTATIVE

It is recommend that the Board approve **Mr. John Lyon**, Director of Buildings and Grounds, as the FEMA Representative between the Commonwealth of Pennsylvania and the Keystone Oaks School District.

Public Comment

PUBLIC COMMENT

Heather DiGiacomo RE: KOMS School Counselor
Castle Shannon

Vicki Bruce RE: Recess Positions
Castle Shannon

Adjournment

ADJOURNMENT

On the motion of Mr. Howard, seconded by Mrs. Lydon, the meeting was adjourned at 7:45 p.m.

Motion passed 7-0

Respectfully submitted,

Maureen S. Connor
Board Secretary
Recording Board Secretary