

# BOARD OF SCHOOL DIRECTORS

## BUSINESS/LEGISLATIVE MEETING

Tuesday, December 13, 2016

7:00 PM

### *MINUTES*

**Call to Order**

President Matthew Cesario called the meeting to order at 7:04 p.m.

**Pledge**

The meeting opened with the pledge to the flag.

**Attendance**

Those present included: Mr. Cesario, Ms. Crowell, Mr. Hommrich, Mr. Howard, Ms. Lindsey, Mrs. Lydon, Ms. Pauchnik and Ms. Shaw. Also present were Dr. Stropkaj, Superintendent; Dr. Varley, Director of Curriculum, Instruction, Assessment and Staff Development; Mr. Brungo, Solicitor; and Mrs. Masztak, Assistant Board Secretary/Recording Secretary.

Mr. Brownlee and Mrs. Gologram were absent.

**Public Comment**

**PUBLIC COMMENT - NONE**

**Board President's Report**

**BOARD PRESIDENT'S REPORT – Mr. Matthew Cesario**

**Board Minutes**

**BOARD MINUTES**

On the motion of Mr. Hommrich, seconded by Mr. Howard, the Board approved the Work Session Minutes of November 15, 2016, and the Business/Legislative Minutes of November 22, 2016.

*Motion carried 8-0*

**Renewal Re-Appointment  
Superintendent**

**RENEWAL AND RE-APPOINTMENT OF SUPERINTENDENT**

On the motion of Ms. Crowell, seconded by Mr. Hommrich, the Board approved the renewal and re-appointment of **Dr. William P. Stropkaj** as the District Superintendent for a term of five (5) years, effective July 1, 2017 and ending June 30, 2022, in accordance with the requirements of Article X of the Public School Code of 1949, as amended.

*Motion carried 8-0*

**MOU – KOHS Musical**

**MEMORANDUM OF UNDERSTANDING – HIGH SCHOOL MUSICAL**

On the motion of Mr. Howard, seconded by Ms. Pauchnik, the Board approved the *Memorandum of Understanding* between the Keystone Oaks School District

and the Keystone Oaks Education Association Agreement 2011 – 2016 regarding the total amount for all stipends associated with the High School musical for the 2016/2017 school year. The total amount for all stipends shall not exceed \$30,000.00.

*Motion carried 8-0*

**Dan Miller’s Rally for Unity**

The following motion was made by Ms. Crowell, seconded by Mrs. Lydon:

It is recommended that the Board be a partner organization for *Dan Miller’s Rally for Unity*, this Sunday, December 18, 2016 at 4:30 p.m. in the Mt. Lebanon Rec Center.

**Motion to Amend**

On the motion of Mrs. Lydon, seconded by Mr. Hommrich, the motion was made to amend the original motion.

*Motion carried 8-0*

**Amended Motion**

On the motion of Ms. Crowell, seconded by Mrs. Lydon, the Board approved sharing the invitation for *Dan Miller’s Rally for Unity*, this Sunday, December 18, 2016 at 4:30 p.m. in the Mt. Lebanon Rec Center, as amended.

*Motion carried 6-2*

**FOR INFORMATION ONLY**

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

**Executive Session**

**EXECUTIVE SESSION**

Prior to the Work Session, the Board met in Executive Session to discuss personnel matters.

**Superintendent’s Report**

**SUPERINTENDENT’S REPORT – Dr. William Stropkaj**

**MRTSA Membership**

**MEDICAL RESCUE TEAM SOUTH AUTHORITY (MRTSA) MEMBERSHIP**

On the motion of Mr. Howard, seconded by Ms. Crowell, the Board approves the continued membership with the Medical Rescue Team South Authority at a rate of \$1,950.00, effective January 1, 2017 through December 31, 2017.

*Motion carried 8-0*

**Right to Know Officer**

**RIGHT TO KNOW OFFICER**

On the motion of Ms. Shaw, seconded by Mr. Howard, the Board approved **Sarah Welch**, Communications/Public Relations Specialist, as the Right to Know Officer, effective immediately.

*Motion carried 8-0*

**SECOND READING  
Policy No. 105.2**

**SECOND READING OF POLICY NO. 105.2: EXEMPTION FROM INSTRUCTION**

On the motion of Mr. Hommrich, seconded by Ms. Shaw, the Board approved the SECOND READING of Policy No. 105.2: *Exemption from Instruction*.

*Motion carried 8-0*

**SECOND READING  
Policy No. 113**

**SECOND READING OF POLICY NO. 113: SPECIAL EDUCATION**

On the motion of Mr. Hommrich, seconded by Ms. Shaw, the Board approved the SECOND READING of Policy No. 113: *Special Education*.

*Motion carried 8-0*

**SECOND READING  
Policy No. 113.1**

**SECOND READING OF POLICY NO. 113.1: POSITIVE BEHAVIOR SUPPORT**

On the motion of Mr. Hommrich, seconded by Ms. Shaw, the Board approved the SECOND READING of Policy No. 113.1: *Positive Behavior Support*.

*Motion carried 8-0*

**SECOND READING  
Policy No. 113.2**

**SECOND READING OF POLICY NO. 113.2: DISCIPLINE OF STUDENTS WITH DISABILITIES**

On the motion of Mr. Hommrich, seconded by Ms. Shaw, the Board approved the SECOND READING of Policy No. 113.2: *Discipline of Students with Disabilities*.

*Motion carried 8-0*

**SECOND READING  
Policy 113.3**

**SECOND READING OF POLICY NO. 113.3: SCREENING AND EVALUATIONS FOR STUDENTS WITH DISABILITIES**

On the motion of Mr. Hommrich, seconded by Ms. Shaw, the Board approved the SECOND READING of Policy No. 113.3: *Screening and Evaluations for Students with Disabilities*.

*Motion carried 8-0*

**SECOND READING**  
Policy No. 113.4

**SECOND READING OF POLICY NO. 113.4:  
CONFIDENTIALITY OF SPECIAL EDUCATION STUDENT INFORMATION**

On the motion of Mr. Hommrich, seconded by Ms. Shaw, the Board approved the SECOND READING of Policy No. 113.4: *Confidentiality of Special Education Student Information*.

*Motion carried 8-0*

**SECOND READING**  
Policy No. 828

**SECOND READING OF POLICY NO. 828: CONFLICT OF INTEREST**

On the motion of Mr. Hommrich, seconded by Ms. Shaw, the Board approved the SECOND READING of Policy No. 828: *Conflict of Interest*.

*Motion carried 8-0*

Education Report

**EDUCATION REPORT – Ms. Raeann Lindsey**

Arts Education  
Collaborative

**ARTS EDUCATION COLLABORATIVE**

On the motion of Ms. Crowell, seconded by Mr. Hommrich, the Board authorized the agreement with the Arts Education Collaborative for an assessment study in the amount of \$5,906.63.

*Motion carried 8-0*

**For Information Only**

Dr. Shannon Varley, Director of Curriculum, Instruction, Assessment and Staff Development, will be appointed as the designated contact person to act as liaison to AEC. The timeline for completion of all activities will be submitted to the District by July 31, 2018.

University of Pittsburgh  
Persistence Study

**UNIVERSITY OF PITTSBURGH PERSISTENCE STUDY**

On the motion of Mr. Hommrich, seconded by Ms. Shaw, the Board approved the Keystone Oaks Middle School to participate in the University of Pittsburgh Persistence Study, effective January 2017.

*Motion carried 8-0*

**For Information Only**

Mr. Kattan, Principal, Keystone Oaks Middle School, and Dr. Varley, Director of Curriculum, Instruction, Assessment and Staff Development, will oversee the process in compliance with *Board Policy No. 265: Student Rights/Surveys*.

**Personnel Report**

**PERSONNEL REPORT – Mr. David Hommrich**

**Leaves of Absence**

**LEAVES OF ABSENCE**

On the motion of Mr. Hommrich, seconded by Ms. Lindsey, the Board approved the following individuals for Family and Medical Leave:

N.S. – Effective January 10, 2017 with an anticipated return date of March 7, 2017

J.K. – Effective December 2, 2016

J. S. – Effective November 17, 2016

*Motion carried 8-0*

**Sabbatical Leave**

**SABBATICAL LEAVE**

On the motion of Mr. Hommrich, seconded Mr. Howard, in compliance with **Board Policy No. 338: *Sabbatical Leave***, the Board approved **Joseph Arcuri**, Principal, Myrtle Avenue Elementary School, for a sabbatical leave beginning Tuesday, January 3, 2017 through Tuesday, January 2, 2018.

*Motion carried 8-0*

**Curriculum Leaders**

**CURRICULUM LEADERS 2016/2017**

On the motion of Mr. Hommrich, seconded by Ms. Shaw, in compliance with the ***Keystone Oaks Education Association Agreement 2011/2016 Article XXVI: Curriculum Leaders***, the Board approved the following teachers to be compensated for the month of September only:

<u>Employee</u>	<u>Subject</u>	<u>Compensation</u>
<b>Michele Lowers</b>	Foreign Language & ESL	\$300.00
<b>Jennifer Watenpool</b>	Family/Consumer Science & PE	\$300.00
<b>Joan Young</b>	Social Studies 6-12	\$300.00

*Motion carried 8-0*

**Paraprofessional Hires**

**PARAPROFESSIONALS HIRES**

On the motion of Mr. Hommrich, seconded by Ms. Lindsey, in compliance with ***Board Policy No. 850 – Employment of District Staff and the Keystone Oaks Educational Support Personnel Association/PSEA/NEA 2014-2018***, the Board approved the following individuals as paraprofessionals for the 2016/2017 school year (starting dates to be determined):

<b>Jennifer McIntyre</b>	<b>Dormont Elementary</b>	<b>Regular Education, PCA</b>
<b>Clare Moore</b>	<b>Dormont Elementary</b>	<b>Special Education</b>
<b>Heidi Pape</b>	<b>Dormont Elementary</b>	<b>Special Education, PCA</b>
<b>Damon Rizzone</b>	<b>Myrtle Elementary</b>	<b>Special Education</b>

Salary is in compliance with the Keystone Oaks Educational Support Personnel Association/PSEA/NEA Agreement 2014-2018.

*Motion carried 8-0*

**KO Recreational Swim  
Program - Lifeguard**

**KEYSTONE OAKS RECREATIONAL SWIM PROGRAM – LIFEGUARD**

On the motion of Mr. Hommrich, seconded by Ms. Lindsey, the Board approved **Mirabella Stump** as a lifeguard for the 2016/2017 Keystone Oaks Recreational Swim Program at a rate of \$7.25 per hour.

*Motion carried 8-0*

**Finance Report**

**FINANCE REPORT – Mrs. Theresa Lydon**

**Accounts Payable  
Approval Lists**

**ACCOUNTS PAYABLE APPROVAL LISTS**

On the motion of Mrs. Lydon, seconded by Ms. Shaw, the Board approved the following Accounts Payable lists as presented in the *Finance Package*:

- A. General Fund as of November 30, 2016 (Check No. 52649 – 52855) \$863,147.76
- B. Risk Management as of November 30, 2016 (None) \$0.00
- C. Food Service Fund as of November 30, 2016 (Check No. 9105 9110) \$2,668.94
- D. Athletics as of November 30, 2016 (None) \$0.00
- E. Capital Reserve as of November 30, 2016 (Check No. 1553) \$76,243.93

*Motion carried 8-0*          **TOTAL \$942,060.63**

**Continued Membership  
Joint Purchasing Board**

**CONTINUED MEMBERSHIP IN THE JOINT PURCHASING BOARD**

On the motion of Mrs. Lydon, seconded by Mr. Hommrich, the Board approved continued membership in the Allegheny Intermediate Unit’s Joint Purchasing Program for 2017/2018 in the following areas, but not limited to:

Custodial Supplies                      Natural Gas  
Electricity                                    Paper Supplies  
Gasoline, Diesel Fuel & Heating Oil

*Motion carried 8-0*

**For Information Only**

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

- A discussion by Board Members followed regarding taxes.

**FOR INFORMATION ONLY**

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

ACCT	DESCRIPTION	2016-2017 BUDGET TOTAL	2016-2017 NOVEMBER ACTUAL	OVER (UNDER) BUDGET
<b>Revenue</b>				
6000	Local Revenue Sources	\$ 28,874,424	\$ 25,139,083	\$ (3,735,341)
7000	State Revenue Sources	\$ 10,811,514	\$ 3,492,470	\$ (7,319,044)
8000	Federal Revenue Sources	\$ 847,073	\$ 253,841	\$ (593,232)
<b>Total Revenue</b>		<b>\$ 40,533,011</b>	<b>\$ 28,885,394</b>	<b>\$ (11,647,617)</b>
<b>(OVER)</b>				
<b>UNDER</b>				
<b>BUDGET</b>				
<b>Expenditures</b>				
100	Salaries	\$ 15,839,295	\$ 3,814,406	\$ 12,024,889
200	Benefits	\$ 10,401,758	\$ 2,752,538	\$ 7,649,220
	Professional/Technical			
300	Services	\$ 1,660,250	\$ 417,720	\$ 1,242,530
400	Property Services	\$ 1,215,100	\$ 481,131	\$ 733,969
500	Other Services	\$ 4,886,463	\$ 1,772,584	\$ 3,113,879
600	Supplies/Books	\$ 1,219,475	\$ 738,382	\$ 481,093
700	Equipment/Property	\$ 870,175	\$ 666,014	\$ 204,161
800	Other Objects	\$ 967,570	\$ 473,204	\$ 494,366
900	Other Financial Uses	\$ 3,895,000	\$ 3,276,725	\$ 618,275
<b>Total Expenditures</b>		<b>\$ 40,955,086</b>	<b>\$ 14,392,704</b>	<b>\$ 26,562,382</b>
<b>Revenues exceeding Expenditures</b>		<b>\$ (422,075)</b>	<b>\$ 14,492,690</b>	<b>\$ 14,914,765</b>

**II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF NOVEMBER 2016**

<b>Bank Account - Status</b>	<b>Middle / High School</b>	<b>Athletics</b>
Cash Balance – 11/1/2016	\$ 92,373.76	\$ 40,667.85
Deposits	\$ 14,513.18	\$ 1,805.17
Subtotal	\$ 106,886.94	\$ 42,473.02
Expenditures	\$ 15,400.84	\$ 0.00
Cash Balance - 11/30/2016	\$ 91,486.10	\$ 42,473.02

**III. BANK BALANCES**

**BANK BALANCES PER STATEMENT AS OF NOVEMBER 30, 2016**

	<b>BALANCE</b>
<b>GENERAL FUND</b>	
FNB BANK	\$ 1,723,084
PAYROLL (pass-thru account)	\$ 15,306
FNB SWEEP ACCOUNT	\$ 2,246,894
ATHLETIC ACCOUNT	\$ 42,473
PLGIT	\$ 12,623,031
FNB Money Market	\$ 3,501,208
PSDLAF	\$ 155,011
INVEST PROGRAM	<u>\$ 171,142</u>
	<u><b>\$ 20,478,149</b></u>
<b>CAFETERIA FUND</b>	
FNB BANK	\$ 218,349
PLGIT	<u>\$ 590,506</u>
	<u><b>\$ 808,855</b></u>
<b>CONSTRUCTION FUND / CAP RESERVE</b>	
FNB BANK	\$ 328,653
PLGIT - GENERAL ACCOUNT	\$ 1,100,000
PLGIT - G.O. BOND SERIES C OF 2014/ 12-18	<u>\$ 759</u>
	<u><b>\$ 1,429,412</b></u>
<b>RISK MANAGEMENT FUND/TAX REFUNDS</b>	
FNB BANK	<u><b>\$ 274,436</b></u>
<b>GRAND TOTAL</b>	<b>\$ 22,990,852</b>



**Facilities Report**

**FACILITIES REPORT – Mr. Matthew Cesario**

**Revised Contract for  
Natural Gas with UGI  
Energy Services**

**REVISED CONTRACT FOR NATURAL GAS WITH UGI ENERGY SERVICES**

The following action item was not acted upon:

The Administration recommends that the Board approve the revised contract beginning December 2016 through August 2019 for the natural gas service provided by UGI Energy Services, LLC, at a cost of -\$0.480 per Dth basis.

**For Information Only**

This contract supersedes the existing agreement for the term December 2016 – August 2017 previously executed on June 1, 2016.

**Change Order  
McDonough’s Run**

**CHANGE ORDER – McDONOUGH’S RUN STORM SEWER PROJECT**

On the motion of Mrs. Lydon, seconded by Ms. Crowell, the Board approved a change order in the amount of \$25,200.00 for the McDonough’s Run storm sewer project.

*Motion carried 7-1*

**For Information Only**

This change order includes the full circumference lining rehabilitation of the storm sewer (approximately a 100-foot section) closest to the northeast corner of the Keystone Oaks Middle School.

**Public Comment**

**PUBLIC COMMENT – None**

**Adjournment**

**ADJOURNMENT**

On the motion of Mr. Hommrich, seconded by Mr. Howard, the meeting was adjourned at 8:05 p.m.

*Motion passed 8-0*

Respectfully submitted,

Charmaine Masztak  
Assistant Board Secretary  
Recording Board Secretary