

BOARD OF SCHOOL DIRECTORS

WORK SESSION
Tuesday, November 14, 2017
7:00 PM

MINUTES

Call to Order

President Matthew Cesario called the meeting to order at 7:15 p.m.

Pledge

The meeting opened with the pledge to the flag.

Attendance

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

Mr. Hommrich and Ms. Pauchnik were absent.

Public Comment

PUBLIC COMMENT

Randy Frederick RE: Series 2013A Bond
Piper, Jaffray & Company

Vicki Bruce RE: Indoor Mt. Lebanon Shooting Range
Castle Shannon

Heather DiGiacomo RE: Indoor Mt. Lebanon Shooting Range
Castle Shannon

Erik Arlet RE: Indoor Mt. Lebanon Shooting Range
Mt. Lebanon Resident

Board President's Report

BOARD PRESIDENT'S REPORT – Mr. Matthew Cesario

The following action items will be considered at the November 21, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Board Minutes

I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of October 10, 2017 and the Business/Legislative Minutes of October 24, 2017.

Student Agreement

II. STUDENT AGREEMENT

It is recommended that the Board accept the agreement between student M and the District.

Settlement Agreement

III. SETTLEMENT AGREEMENT

It is recommended that the Board accept the settlement agreement between student H and the District.

Clubs

IV. CLUBS

It is recommended that the Board not reinstate any past clubs and activities, that are currently not operating, for the remainder of the 2017/2018 school year.

New Clubs

V. NEW CLUBS

It is recommended that any new clubs and activities for this school year or for the 2018/2019 school year must have prior approval by a Board vote before the Administration is authorized to move forward with the club/activity.

Club Additions

VI. CLUB ADDITIONS

The Board recommends the approval of the creation of the following clubs:

<u>Club</u>	<u>Sponsor</u>
Aiken Art Club	Rebecca Hersan
Aiken Mileage Club	Jennifer Watenpool

- A discussion was had regarding Club Additions.

FOR INFORMATION ONLY

- | | | |
|-------------|---|--|
| I. | Parkway West Career and Technology Center Report | <i>Ms. Annie Shaw
Mr. Donald Howard - Alternate</i> |
| II. | SHASDA Report | <i>Ms. Raeann Lindsey</i> |
| III. | Keystone Oaks Foundation for Educational Excellence | <i>Mr. Donald Howard</i> |
| IV. | PSBA/Legislative Report | <i>Mr. Donald Howard</i> |
| V. | Castle Shannon Borough Council Minutes | <i>(Available Online)</i> |

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 several personnel matters and to receive legal information.

SUPERINTENDENT'S REPORT – Dr. William P. Stropkaj

The following action items will be considered at the November 21, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Superintendent's Report

Attachment No. 216-AR-1: Student Records Attachment Release of Directory Information Opt Out

I. ATTACHMENT NO. 216-AR-1: STUDENT RECORDS ATTACHMENT – RELEASE OF DIRECTORY INFORMATION OPT OUT

It is recommended that the Board approve the FIRST READING of Policy No. 216-AR-1: *Student Records Attachment – Release Form.*

First Reading of Policy No. 220: Student Expression/Distribution and Posting of Materials

II. FIRST READING OF POLICY NO. 220: STUDENT EXPRESSION/DISTRIBUTION AND POSTING OF MATERIALS

It is recommended that the Board approve the FIRST READING of Policy No. 220: *Student Expression/Distribution and Posting of Materials.*

First Reading of Policy No. 223: Use of Bicycles and Motor Vehicles

III. FIRST READING OF POLICY NO 223: USE OF BICYCLES AND MOTOR VEHICLES

It is recommended that the Board approve the FIRST READING of Policy No. 223: *Use of Bicycles and Motor Vehicles.*

First Reading of Policy No. 224: Care of School Property

IV. FIRST READING OF POLICY NO. 224: CARE OF SCHOOL PROPERTY

It is recommended that the Board approve the FIRST READING of Policy No. 224: *Care of School Property.*

First Reading of Policy No. 712: Parking on School District Property

V. FIRST READING OF POLICY NO. 712: PARKING ON SCHOOL DISTRICT PROPERTY

It is recommended that the Board approve the FIRST READING of Policy No. 712: *Parking on School District Property.*

First Reading of Policy No. 807: Opening Exercises/Flag Display

VI. FIRST READING OF POLICY NO. 807: OPENING EXERCISES/FLAG DISPLAY

It is recommended that the Board approve the FIRST READING of Policy No. 807: *Opening Exercises/Flag Display*.

First Reading of Policy No. 852: Creating a Position

VII. FIRST READING OF POLICY NO. 852: CREATING A POSITION

It is recommended that the Board approve the FIRST READING of Policy No. 852: *Creating a Position*.

First Reading of Policy No. 863: Social Media/Electronic/Communications

VIII. FIRST READING OF POLICY NO. 863: SOCIAL MEDIA/ELECTRONIC COMMUNICATIONS

It is recommended that the Board approve the FIRST READING of Policy No. 863: *Social Media/Electronic Communications*.

First Reading of Policy No. 919: Title 1 Parent/Guardian and Family Engagement

IX. FIRST READING OF POLICY NO. 919: TITLE 1 PARENT/GUARDIAN AND FAMILY ENGAGEMENT

It is recommended that the Board approve the FIRST READING of Policy No. 919: *Title I Parent/Guardian and Family Engagement*.

First Reading of Policy No. 919.1: Title I Dormont Elementary School Parent/Guardian and Family Engagement

X. FIRST READING OF POLICY NO. 919.1: TITLE I DORMONT ELEMENTARY SCHOOL PARENT/GUARDIAN AND FAMILY ENGAGEMENT

It is recommended that the Board approve the FIRST READING of Policy No. 919.1: *Title I Dormont Elementary School Parent/Guardian and Family Engagement*.

First Reading of Policy No. 919.2: Title I Myrtle Avenue Elementary School Parent/Guardian and Family Engagement

XI. FIRST READING OF POLICY NO. 919.2: TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT/GUARDIAN AND FAMILY ENGAGEMENT

It is recommended that the Board approve the FIRST READING of Policy No. 919.2: *Title I Myrtle Avenue Elementary School Parent/Guardian and Family Engagement*.

Professional Development

XII. PROFESSIONAL DEVELOPMENT

Dr. William Stropkaj	2018 Mid-Atlantic Conference on Personalized Learning	
Dr. Shannon Varley	Westin Convention Center	\$1,020.00
Mr. Aaron Smith	Pittsburgh, PA	(total for all 3)
	February 26 – 28, 2018	

Education Report

EDUCATION REPORT – Ms. Raeann Lindsey

The following action items will be considered at the November 21, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Field Experience Agreement Between Indiana University of Pennsylvania and the Keystone Oaks School District

I. FIELD EXPERIENCE AGREEMENT BETWEEN INDIANA UNIVERSITY OF PENNSYLVANIA (IUP) AND THE KEYSTONE OAKS SCHOOL DISTRICT

It is recommended that the Board approve the Field Experience Agreement between Indiana University of Pennsylvania and the Keystone Oaks School District regarding the implementation of internship, practicum, and clinical experience.

II. DUAL ENROLLMENT/HIGH SCHOOL ACADEMICS AGREEMENT BETWEEN THE COMMUNITY COLLEGE OF BEAVER COUNTY AND THE KEYSTONE OAKS SCHOOL DISTRICT

It is recommended that the Board approve the Dual Enrollment/High School Academics Agreement between the Community College of Beaver County and the Keystone Oaks School District through June 2020.

For Information Only

Under the terms of this agreement students will have the opportunity to begin taking college-level course work while completing their high school degrees. Students will have the ability to apply for Federal Pell Grants to assist with payment of these courses.

III. WORKSHOP

It is recommended that the Board approve Amy Burleson to provide a workshop on mindfulness, yoga, and techniques that can be applied in the classroom during the January 2018 In-Service at a cost of \$200.00.

PERSONNEL REPORT – Mr. David Hommrich & Ms. Patricia Shaw

The following action items will be considered at the November 21, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

I. RESIGNATIONS

It is recommended that the Board accept the resignations of the following individuals:

James Beckett	Custodian	Effective: October 23, 2017
Kelly Eckman	Health Aide	Effective: November 21, 2017
Pamela Carrozzi	Food Service Worker	Effective: October 27, 2017
Laura Gibson	Food Service Worker	Effective: October 13, 2017

Dual Enrollment/High School Academics Agreement between the Community College of Beaver County and the Keystone Oaks School District

Workshop

Personnel Report

Resignations

Patricia Merkle Lunch Time Supervisor Effective: October 10, 2017

Activities Sponsors
Correction

II. ACTIVITIES SPONSORS CORRECTION

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2017-2020*, it is recommended that the Board approve the following individuals as sponsors for the Marching Band and the corrected compensation for the 2017/2018 school year:

<u>Employee</u>	<u>Position</u>	<u>Compensation</u>
Chelsea Fredrickson	Silks	\$1,500.00
Chelsea Fredrickson	Kaydeens	\$1,500.00
Marena Grondzioski	Marching Assistant	\$2,400.00
Abigail Lanhorst	Percussion Coordinator	\$2,100.00

For Information Only

These were originally approved at the August 15, 2017 Business/Legislative Meeting. The above mentioned compensations have been adjusted to reflect the ratification of the *Keystone Oaks Education Association Collective Bargaining Agreement 2017-2020*.

Post Season Coaching
Stipends

III. POST SEASON COACHING STIPENDS

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2017-2020*, it is recommended that the Board approve payment of \$50.00 per week to the following individuals for coaching in the post season:

<u>Sport</u>	<u>Coach</u>	<u>Stipend</u>
Boys Soccer	John Bruner	\$50.00 (1 week)
	John McCarthy	\$50.00 (1 week)
	Sotiri Tsoureskis	\$50.00 (1 week)
Cross Country	Judith Fritz	\$50.00 (1 week)
	Sarah Hardner	\$50.00 (1 week)
	Lainey Resetar	\$50.00 (1 week)
Girls Tennis	Leslie Leopold	\$100.00 (2 weeks)
Girls Volleyball	David Harouse	\$50.00 (1 week)
	Mike O’Leary	\$50.00 (1 week)

Extra-Duty Intramurals

IV. EXTRA-DUTY INTRAMURALS

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2017-2020*, it is recommended that the Board approve the following individuals for the 2017/2018 school year:

Building

Aiken Intramurals	Cailin Irvine	\$833.34
	Michael Shuck	\$1,666.66
Dormont Intramurals	Andrew Bell	\$2,500.00
	Edward Hanna	\$2,500.00
Myrtle Intramurals	Kelly Diven	\$2,500.00
	Kristie Rosgone	\$2,500.00
Middle School	Pat Falsetti	\$2,500.00
	Carolyn Manko	\$2,500.00

Tenure

V. TENURE

It is recommended that the Board recognize, **Kimberly Gray**, Aiken Elementary School, as having completed the requirement according to the Commonwealth of Pennsylvania and has achieved tenure on October 8, 2017 with a Professional Contract.

Sabbatical Leave

VI. SABBATICAL LEAVE

It is recommended that the Board approve, **Carla Schaap**, Speech Therapist, for a sabbatical leave beginning the second semester of the 2017/2018 school year through the end of the first semester for the 2018/2019 school year.

Finance Report

FINANCE REPORT – Mrs. Theresa Lydon

The following action items will be considered at the November 21, 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 October 31, 2017 (Check No. 55271 – 55499) \$1,066,662.87
- B. Risk Management as of October 31, 2017 (Check No. 2045) \$1,618.54
- C. Food Service Fund as of October 31, 2017 (Check No. 9131 – 9133) \$1,766.17

D. Athletics as of October 31, 2017 (Check No. 2055)	\$1,655.00
E. Capital Reserve as of October 31, 2017 (Check No. 1579-1580)	\$368,572.50
TOTAL \$1,440,275.08	

Transfer from the Fund to the Capital Reserve

II. TRANSFER FROM THE GENERAL FUND TO THE CAPITAL RESERVE

At the recommendation of the auditors (Cypher & Cypher) it is recommended that the Board approve a transfer of \$500,000.00 from the General Fund to the Capital Reserve Fund retroactive to June 30, 2017 for various capital expenditures, during the 2016/2017 school year.

ACA Track Software License

III. ACA TRACK SOFTWARE LICENSE

The Administration recommends that the Board approve the ACA TaxTrack Software License Agreement between AMCA Systems, LLC and the Keystone Oaks School District for the tax year 2017 at a cost of \$2,395.00.

For Information Only

The license fee will cover filing requirements for the 2017 tax year.

Resolution of General Obligation Bonds, Series of 2013A

IV. RESOLUTION OF GENERAL OBLIGATION BONDS, SERIES OF 2013A

It is recommended that the Board approve the Resolution of Debt Refinancing through Piper, Jaffray & Co.

KEYSTONE OAKS SCHOOL DISTRICT
RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS
ADOPTED NOVEMBER 21, 2017

WHEREAS, the Board of School Directors (the "Board") of the Keystone Oaks School District (the "School District") desires to appoint financial and legal professionals, engaged: (1) to advise the School District on; and (2) as directed, to assist, administrate and handle matters within their competences related to, the School District's debt financings, both outstanding and as may be proposed;

NOW, THEREFORE, IT HEREBY IS RESOLVED by the Board of School Directors as follows:

1.The firm Piper, Jaffray & Co. (the "Banker") is hereby appointed and engaged as Managing Underwriter and the firm Dinsmore & Shohl LLP (the "Bond Counsel") is hereby appointed and engaged as Bond Counsel to advise and assist the School District regarding its debt financings, as described above.

2.Said Banker and Bond Counsel, in their respective roles, along with the Superintendent, Accountant and Solicitor (as well as other appropriate School

District officials), are directed to undertake and perform all tasks, according to standard industry practice, as shall be necessary and appropriate to administrate the School District's debt financings. These tasks, include, but are not limited to, periodic reports on current conditions within the capital markets, the survey and review of outstanding debt financings in order to identify refunding and other similar market opportunities, the preparation of an official statement, bond resolution and related documentation, solicitation of a policy of municipal bond insurance and/or obtainment of a published credit rating from a recognized credit service.

3.Said appointments are effective until amended or terminated by similar action of this Board.

RESOLVED this 21st day of November, 2017, in lawful session assembled.

KEYSTONE OAKS SCHOOL DISTRICT

(SEAL)
ATTEST:

By _____
President, Board of School Directors

Secretary

- A discuss was had regarding the resolution of General Obligation Bonds, Series of 2013A.

FOR INFORMATION ONLY

I. EXPENDITURE/REVENUE 2017 – 2018 BUDGET to ACTUAL / PROJECTION

ACCT	DESCRIPTION	2017-2018 BUDGET TOTAL	2017-2018 OCTOBER ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 29,205,575	\$ 24,388,745	\$ (4,816,830)
7000	State Revenue Sources	\$ 11,884,614	\$ 2,769,493	\$ (9,115,121)
8000	Federal Revenue Sources	\$ 847,073	\$ 97,935	\$ (749,138)
Total Revenue		\$ 41,937,262	\$ 27,256,173	\$ (14,681,089)
(OVER)				
UNDER				
BUDGET				
Expenditures				
100	Salaries	\$ 16,193,174	\$ 3,151,540	\$ 13,041,634
200	Benefits	\$ 10,647,423	\$ 2,357,916	\$ 8,289,507

300	Professional/Technical Services	\$ 1,420,450	\$ 357,772	\$ 1,062,678
400	Property Services	\$ 1,245,450	\$ 344,351	\$ 901,099
500	Other Services	\$ 5,051,476	\$ 1,533,482	\$ 3,517,994
600	Supplies/Books	\$ 1,476,761	\$ 691,391	\$ 785,370
700	Equipment/Property	\$ 749,916	\$ 457,583	\$ 292,333
800	Other Objects	\$ 767,612	\$ 400,970	\$ 366,642
900	Other Financial Uses	\$ 4,385,000	\$ 4,486,559	\$ (101,599)

Total Expenditures	\$ 41,937,262	\$ 13,781,564	\$ 28,155,698
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Revenues exceeding Expenditures	\$ -0-	\$ 13,474,609	\$ (13,474,609)
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II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF OCTOBER 31, 2017

Bank Account - Status	Middle / High School	Athletics
Cash Balance – 10/01/2017	\$ 94,073.81	\$ 78,333.60
Deposits	\$ 13,684.92	\$ 20,615.58
Subtotal	\$ 107,758.73	\$ 98,949.18
Expenditures	\$ 7,487.39	\$ 1,655.00
Cash Balance - 10/31/2017	\$ 100,271.34	\$ 97,294.18

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF OCTOBER 31, 2017

	BALANCE
GENERAL FUND	
FNB BANK	\$ 1,703,748
PAYROLL (pass-thru account)	\$ 344
FNB SWEEP ACCOUNT	\$ 186,990
ATHLETIC ACCOUNT	\$ 97,294
PLGIT	\$ 8,984,248
FNB Money Market	\$ 9,020,677
PSDLAF	\$ 155,891
INVEST PROGRAM	\$ 172,614
	<u>\$ 20,321,806</u>
CAFETERIA FUND	
FNB BANK	\$ 571,204
PLGIT	\$ 982,770

	<u>\$ 1,553,974</u>
CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$ 558,096
PLGIT - G.O. BOND SERIES C OF 2014/ 12-18	<u>\$ 765</u>
	<u>\$ 558,861</u>
RISK MANAGEMENT FUND/TAX REFUNDS	
FNB BANK	<u>\$ 272,689</u>
GRAND TOTAL	\$ 22,707,330

Facilities Report

FACILITIES REPORT – Mr. Matthew Cesario

The following action item will be considered at the November 21, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Right of Entry and

I. RIGHT OF ENTRY AND LICENSE AGREEMENT

It is recommended that the Board approve the Right of Entry and License Agreement between the Keystone Oaks Girls Softball Boosters and the Keystone Oaks School District.

Cafeteria Report

CAFETERIA REPORT – Mr. Kristen Pauchnik

The following action item will be considered at the November 21, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Memorandum of Understanding

I. MEMORANDUM OF UNDERSTANDING

It is recommended that the Board approve the Memorandum of Understanding between Allies for Children and the Keystone Oaks School District.

Activities and Athletics Report

ACTIVITIES AND ATHLETICS REPORT – Mr. Robert Brownlee

The following action item will be considered at the November 21, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Overnight Trips

I. OVERNIGHT TRIPS

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

Golden Eagles Marching Band – Norfolk and Williamsburg, VA
Wednesday – Sunday – April 25 – 29, 2018
Sponsors – **Mr. Eibeck, Ms. Fredrickson, Ms. Grondiowski, Ms. Langhorst**
Chaperones – Parent’s names to be provided closer to trip time
Approximate number of student participating – 75
Approximate cost per student: \$750.00
District funds request: \$285.00 (One (1) substitute teacher for three (3) days)

Advertise for Athletic

I. ADVERTISE FOR ATHLETIC BIDS – 2018/2019 SCHOOL YEAR

It is recommended that the Board approve the advertisement for athletic bids for the Fall, Winter and Spring of the 2018/2019 school year.

- A discussion was had regarding the Advertisement for Athletic Bids – 2018/2019 School Year.

Public Comment

PUBLIC COMMENT - None

Adjournment

ADJOURNMENT

On the motion of Mrs. Lydon, seconded by Mr. Howard, the meeting was adjourned at 9:04 p.m..

Motion passed 7-0

Respectfully submitted,

Maureen S. Myers
Board Secretary
Recording Board Secretary