

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

# **BOARD OF SCHOOL DIRECTORS**

# **WORK SESSION**

TUESDAY, AUGUST 19, 2014 7:00 PM

# **BUSINESS/LEGISLATIVE MEETING**

THURSDAY, AUGUST 28, 2014 7:00 PM

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

# <u>August 19, 2014 – Work Session</u>

## 7:00 PM Meeting

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

# <u>August 28, 2014 – Business/Legislative Meeting</u>

#### 7:00 PM Meeting

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

#### **BOARD PRESIDENT'S REPORT**

# August 28, 2014

#### Mr. Joseph Finucan

#### **BOARD ACTION REQUESTED**

#### I. BOARD MINUTES

It is recommended that the Board approve the Special Voting Minutes of June 19, 2014, Special Voting Minutes of July 12, 2014, the Work Session Minutes of June 19, 2014, and the Business/Legislative Minutes of June 26, 2014.

#### **FOR INFORMATION ONLY**

# I. APPOINTMENT OF VOTING DELEGATES FOR THE PSBA DELEGATE ASSEMBLY MEETING

The Keystone Oaks School Board of Directors is entitled to appoint voting delegates to participate in the PSBA Delegate Assembly to be held on Tuesday, October 21, 2014. This occurs prior to the regularly scheduled events of the main PASA-PSBA School Leadership Conference. Voting delegates are not required to pay a registration fee in order to participate in the Delegate Assembly.

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

#### IX. EXECUTIVE SESSION REPORT

### SUPERINTENDENT'S REPORT

# August 28, 2014

Dr. William P. Stropkaj

#### **BOARD ACTION REQUESTED**

#### I. ACT 93 ADMINISTRATIVE EMPLOYEE COMPENSATION 2013 -2014

In compliance with the *Act 93 Administrative Employee Compensation 2011/2014*, it is recommended that the Board approve the Administrators' salaries, retroactive to July 1, 2014, (as listed below) for the 2014/2015 school year:

Joseph Arcuri	\$93,474.00	Principal, Myrtle Avenue Elementary School
Roberta Ann Barnes (Pro-rated)	\$104,374.00	Principal, Dormont Elementary School
Scott Hagy	\$108,624.00	Principal, Keystone Oaks High School
Mark Iampietro	\$72,899.00	Principal, Aiken Elementary School

#### II. APPOINTMENT OF DORMONT ELEMENTARY SCHOOL PRINCIPAL

It is recommended that the Board approve the appointment of **Mr. Brian Werner** as the Dormont Elementary School Principal retroactive to August 4, 2014, at a starting salary of \$92,000. All other terms of employment are outlined in the Act 93 Agreement.

#### III. APPOINTMENT OF SYSTEMS ADMINISTRATOR

It is recommended that the Board approve the appointment of **Mr. Justin Talbert** as Systems Administrator, retroactive to August 18, 2014, at a starting salary of \$50,000. The Superintendent and School Solicitor are authorized to finalize all terms of employment in a written contract.

#### IV. PROJECT SUCCEED CONTRACT – PROGRAM DIRECTOR 2014/2015

It is recommended that the Board approve the *Project Succeed Contract for Employment* of **Joel Vanucci** as Program Director for the 2014/2015 school year.

#### V. SECOND READING OF REVISED POLICY NO. 616: PAYMENT OF CLAIMS

In accordance with Board Policy No. 011, the Administration recommends the SECOND READING of revised Policy No. 616: *Payment of Claims*.

# VI. PROFESSIONAL DEVELOPMENT

The Administration recommends approval of the following conference request:

**Dr. William Stropkaj** Allegheny Intermediate Unit's

No cost to District

Professional Development Workshop

Bedford Springs, PA October 1, 2, 3, 2014

# EDUCATION REPORT August 28, 2014

Ms. Raeann Lindsey, Chairperson

## **BOARD ACTION REQUESTED**

I. ROBERT MORRIS UNIVERSITY AFFILIATION AGREEMENT FOR INTERNSHIP/PRACTICUM, PRE-CLINICAL AND STUDENT TEACHING

The Administration recommends that the Board approve the Affiliation Agreement for Internship/Practicum, Pre-Clinical and Student Teacher between Robert Morris University and the Keystone Oaks School District for a five (5) year period from August 28, 2014 through August 28, 2019.

# PUPIL PERSONNEL REPORT August 28, 2014

#### Dr. Kathleen Foster

#### **BOARD ACTION REQUESTED**

#### I. TITLE I SERVICES – ST. ANNE'S SCHOOL

The Administration recommends that the Board approve the *Title I Non-Public School Contract between the Keystone Oaks School District and the Allegheny Intermediate Unit* for the 2014/2015 school year for Title I services to students at St. Anne's School.

#### II. TITLE I SERVICES – HILLCREST CHRISTIAN ACADEMY

The Administration recommends that the Board approve the *Title I Non-Public School Contract between the Keystone Oaks School District and the Allegheny Intermediate Unit* for the 2014/2015 school year for Title I services to students at Hillcrest Christian Academy.

#### III. 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 Aaron Vanatta**) for the 2014/2015 school year.

#### IV. SCHOOL DENTAL SERVICES - 2014/2015 - DR. GEORGE ROYER

The Administration recommends that the Board approve the Agreement for School Dentist Services with **George Royer**, **D.M.D.**, for the 2014/2015 school year.

#### V. AGREEMENT WITH WESLEY SPECTRUM SERVICES

The Administration recommends that the Board approve the *Agreement with Wesley Spectrum Services and the Keystone Oaks School District* (elementary, middle, and high schools) for the 2014/2015 school year. This agreement includes the professional services of two Intervention Specialists at the cost of \$147,000 (\$73,500 for each individual).

# VI. AGREEMENT WITH UNIVERSITY OF PITTSBURGH FOR READING INTERN

It is recommended that the Board approve the Agreement with the University of Pittsburgh for a Reading Intern to work with the Reading Specialists in the elementary schools for the 2014/2015 school year. The cost is \$19,000 and is paid for from the Accountability Block Grant which is now part of the Ready to Learn Block Grant.

# PERSONNEL REPORT

# August 28, 2014

#### Mr. Joseph Finucan, Chairperson

#### BOARD ACTION REQUESTED

#### I. RESIGNATIONS

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

#### A. Professional Employees

**Dana Diulus** Special Education Dormont

Effective August 4, 2014

**Amy Guiliani** Language Arts – 6th Gr Middle School

Effective August 6, 2014

**B.** Classified Employees

Nancy Simensky Food Service Dormont

Effective August 6, 2014

#### II. APPOINTMENTS

#### A. Professional Employees

In compliance with *Board Policy No. 404 – Employment of Professional Employees, and the Keystone Oaks Education Association Agreement 2011-2016*, the Administration recommends the employment of:

#### Jessica Clegg

Kindergarten - Aiken Elementary August 21, 2014 Salary – \$41,900.00 (B + 24, Level 16)

#### **Nancy Stadler**

Art – Myrtle Elementary and High School August 21, 2014 Salary – \$42,400.00 (M, Level 16)

#### **Christina Thomas**

Learning Support – Dormont Elementary August 21, 2014 Salary - \$42,400 (M, Level 16)

#### **B.** Professional Long-Term Substitutes

- 1. In compliance with *Board Policy No. 405 Employment of Substitute Professional Employees*, it is recommended that the Board approve **John Buffington** as a long-term substitute, high school biology, for the first semester of the 2014/2015 school year. Mr. Buffington's salary will be prorated on \$43,650.00 (M+12, Level 15).
- 2. In compliance with *Board Policy No. 405 Employment of Substitute Professional Employee*, it is recommended that the Board approve **Andrew Bell** as a long-term substitute, Kindergarten Dormont Elementary, for the 2014/2015 school year. Mr. Bell's salary will be \$42,650 (B, Level 15).

#### C. Classified Employees

1. In compliance with *Board Policy No.* 504 – Employment of Classified Employees, and the Keystone Oaks Education Support Agreement 2009-2014, it is recommended that the Board approve for employment:

Christine Casto – Paraprofessional Myrtle Elementary One-half (1/2) days only/3.5 hours/day – 5 days/week Effective date August 21, 2014 Salary – \$11.51 per hour

#### D. Project Succeed

It is recommended that the Board approve the following individuals as Project Succeed instructors for the 2014/2015 school year:

Jennifer ChambersCareer AwarenessKevin GallagherMathematicsLynn HeasleyCareer Awareness

**Richard Heilmann** English

John MurphyHistory/Social StudiesMichael OrsiSpecial Education

Nicholas Sandulli Science

**Beth Smith** Computer Education

#### III. SUBSTITUTE TEACHERS

In compliance with *Board Policy No. 405 – Employment of Substitute Professional Employees*, it is recommended the Board approve the following individuals as substitute teachers and substitute nurses for the 2014/2015 school year:

<u>Name</u> <u>Subject</u>

Andreessen, Reuben Social Studies

Arzenti, Rosa Pre K-4
Baroffio, Alisa Elementary
Bell, Andrew Elementary
Bolton, Christina Elementary

Buffington, John ML Science/Earth & Space Science
Bumbernick, Stacey Social Studies/World History

Caiarelli, Samantha Elementary PreK-4

Carnahan, Kimber Early Childhood K-4/Special Ed.

Catherman, Janel Elementary

Catone, TaraPhysical EducationCreighton, MichaelElementary/ML Math

Cuccaro, Yvonne Elementary

**DeLauter, Ashley** Elementary/Reading Specialist

**Dzurko, Carolyn** English

Eveges, Emily
Early Childhood
Fahey, Michael
Physical Education
Faynor, Chelsea
Elementary/Special Ed

Fisher, Christina School Nurse

Fonner, Justin Earth & Space Science/General Science

Gaitaniella, Michael Social Studies

Henigman, Courtney Elementary/ML Math/ML English

Hirschinger, Katherine Elementary Honeygosky, Richard Math

**Hutchison, Jeffrey** Social Studies/English

Joseph, Melissa Elementary

Joseph, Peter Health/Physical Education

Kalakos, Kristen Elementary

**Kuglar, Jennifer** Elementary/Special Education

Levicky, Harry Music

Loveland, Heather Elementary/Special Education

Lydon, Kathleen Elementary

Lydon, Theresa ML Math/Business/IT

Majesky, ScottSocial StudiesMancuso, MercedesElementaryManz, RachelElementary

Marchick, Joseph
General Science/Social Studies

Mihalsky, Dena
Elementary/Special Education

Moon, Alicia
Morgan, Barbara
Nee, Margaret
Oberst, Terry

Elementary/Special
Math
Elementary
Social Studies
Special Ed/English

Persi, Nina Art

Polens, Alexandra Elementary

Reilly, Colleen Elementary/Special Education

Rinaldo, Rita English

Ruggiero, Renee Elementary/Special Education

Sandulli, Nicholas
Biology
Scanlon, Catherine
Elementary
Smith, Michael
Social Studies
Smith, Theresa
Elementary

Snyder, Benjamin Art

Snyder, Jaime Elementary/Social Studies

Whitfield, Zachary Elementary

**Zupan, Adrienne** Elementary/ML English

#### IV. CURRICULUM LEADERS 2014/2015

In compliance with the *Keystone Oaks Education Association Agreement 2011-2016 Article XXVI-Curriculum Leaders*, it is recommended that the following teachers be approved as Curriculum Leaders for the 2014/2015 school year:

Employee	Grade/Subject	Compensation
Marilyn Kennedy	Kindergarten	\$3,000.00
Leslie Holmes	First Grade	\$3,000.00
<b>Patty Peterson</b>	Second Grade	\$3,000.00
Jamie Barbin	Third Grade	\$3,000.00
Jil Graham	Fourth Grade	\$3,000.00
Jennifer Kusserow	Fifth Grade	\$3,000.00
Lisa McMahon	English 6-8	\$1,500.00
Jennifer Bogdanski	English 9-12	\$1,500.00
Kevin Gallagher	Math 6-12	\$3000.00
Tricia Kreitzer	Science 6-12	\$3,000.00
Joan Young	Social Studies 6-12	\$3,000.00
Mike Magri	Tech, Business &	\$3,000.00
	Library Science	
Michele Lowers	Foreign Language &	\$3,000.00
	ESL	
Maria Dayka	Family/Consumer Sc	\$3,000.00
	& Physical Ed.	
<b>Heather Hakos-Hruby</b>	Fine Arts K-12	\$3,000.00

#### V. SUBSTITUTE SECRETARIES/PARAPROFESSIONALS

In compliance with *Board Policy No. 505 – Employment of Classified Substitute Employees*, it is recommended that the Board approve the following substitute secretaries and paraprofessionals for the 2014/2015 school year:

Donna GimiglianoSecretaryTheresa RocheSecretary

Susan Joyce Paraprofessional

#### VI. LEAVES OF ABSENCE

- 1. It is recommended that the Board approve an extended personal leave of absence for **Christie Bengele**, Kindergarten Dormont Elementary, effective August 20, 2014, with a return date of February 5, 2015.
- 2. It is recommended that the Board approve an FMLA leave of absence for **Brad Bengele**, Physical Education Dormont Elementary, effective August 20, 2014, with a return date of November 13, 2014.
- 3. It is recommended that the Board approve a temporary leave of absence for **Jennifer Taylor**, Mathematics Middle School, effective August 20, 2014 with a return date of approximately September 15, 2014.
- 4. It is recommended that the Board approve an unpaid leave of absence for **Nadine Pisani**, High School Biology teacher, for the first semester of the 2014/2015 school year.
- 5. It is recommended that the Board approve a leave of absence for **Jack Priori**, Myrtle Head Custodian, effective August 25, 2014 with a return date between January 1, 2015 and March 1, 2015.

#### VII. ATHLETIC APPOINTMENTS

It is recommended that the Board approve the following coaches as per the *Keystone Oaks Educational Association Collective Bargaining Agreement 2011-2016*, *Article XXVII*, *Athletic Positions and Compensation*, for the 2014/2015 school year:

Andrew Bochicchio 8th Grade Football Coach	\$3,225.00
Keith Buckley Middle School Soccer Head Coach	\$2,920.00
Daniel Elzer Head Boys Varsity Basketball Coach	\$6,150.00
Paul Palaschak Girls High School Basketball Assistant Coach	\$3,970.00

# FINANCE REPORT August 28, 2014

#### 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 as of (TO BE PROVIDED)

B. Food Service Fund Accounts Payable as (TO BE PROVIDED)

**TOTAL** 

# **FOR INFORMATION ONLY**

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

			2013-2014 BUDGET		2013-2014 <b>12 MONTH</b>	_	NTH END +	,	OVER (UNDER)
ACCT	DESCRIPTION		TOTAL		JUNE/ACTUAL		ROJECTION		BUDGET
Reven			TOTAL		OONL/AOTOAL		KOSEOTION		DODOLI
6000	Local Revenue Sources	\$	25,101,155	\$	26,467,776	\$	26,511,450	\$	1,410,295
7000	State Revenue Sources	\$	9,917,008	\$	9,405,909	\$	9,671,906	\$	(245,102)
8000	Federal Revenue Sources	\$	446,504	\$	138,913	\$	462,345	\$	15,841
Total I	Revenue	\$	35,464,667	\$	36,012,599	\$	36,645,701	\$	1,181,034
			, ,		· ·				
									(OVER)
									UNDER
								ſ	BUDGET
Expen	ditures								
100	Salaries	\$	14,673,483	\$	13,857,536	\$	14,703,464	\$	(29,981)
200	Benefits	\$	7,848,904	\$	7,298,698	\$	7,501,721	\$	347,183
	Professional/Technical								
300	Services	\$	1,060,408	\$	1,334,647	\$	1,334,647	\$	(274,239)
400	Property Services	\$	1,468,919	\$	1,429,362	\$	1,429,362	\$	39,557
500	Other Services	\$	4,208,192	\$	4,363,172	\$	4,363,172	\$	(154,980)
600	Supplies/Books	\$	1,419,255	\$	1,388,137	\$	1,388,137	\$	31,118
700	Equipment/Property	\$	111,475	\$	70,368	\$	70,368	\$	41,107
800	Other Objects	\$	1,441,760	\$	1,204,026	\$	1,204,026	\$	237,724
900	Other Financial Uses	\$	3,703,500	\$	3,747,810	\$	3,748,310	\$	(44,810)
Total I	Expenditures	\$	35,935,896	\$	34,693,758	\$	35,743,207	\$	192,689
-	ditures exceeding	¢	(474 200)	•	4 240 044	•	000 404	¢	4 272 722
Reven	iues	\$	(471,229)	\$	1,318,814	\$	902,494	\$	1,373,723

## II. EXPENDITURE/REVENUE 2014 - 2015 BUDGET to ACTUAL / PROJECTION

ACCT	DESCRIPTION	2014-2015 BUDGET TOTAL	2013-2014 1 MONTH JULY/ACTUAL	MONTH END + ESTIMATED PROJECTION		OVER ( <mark>UNDER)</mark> BUDGET
Reven		101712		111002011011		
6000	Local Revenue Sources	\$ 26,889,445	\$ 2,622,311	\$	\$(	24,267,134)
7000	State Revenue Sources	\$ 10,281,927	\$ 255,764	\$	\$(	10,026,163)
8000	Federal Revenue Sources	\$ 442,155	\$ 1,163	\$	\$	(440,992)
Total I	Revenue	\$ 37,613,527	\$ 2,879,238	\$	\$(	34,734,289)
						(OVER) UNDER BUDGET
Expend						
100	Salaries	\$ 15,242,379	\$ 253,206	\$	\$	14,989,173
200	Benefits Professional/Technical	\$ 8,417,404	\$ 388,131	\$	\$	8,083,273
300	Services	\$ 1,326,005	\$ 31,300	\$	\$	1,294,705
400	Property Services	\$ 1,333,191	\$ 10,519	\$	\$	1,322,672
500	Other Services	\$ 4,721,747	\$ 648,868	\$	\$	4,072,879
600	Supplies/Books	\$ 1,217,885	\$ 445,054	\$	\$	772,831
700	Equipment/Property	\$ 202,100	\$ 27,229	\$	\$	174,871
800	Other Objects	\$ 993,796	\$ 20,151	\$	\$	973,645
900	Other Financial Uses	\$ 4,086,200	\$ -	\$	\$	4,086,200
Total I	Expenditures	\$ 37,594,707	\$ 1,824,458	\$	\$	35,770,249
Expen Reven	ditures exceeding	\$ 18,820	\$ 1,054,780	\$	\$	1,035,960

# III. CASH, CASH EQUIVALENTS AND RELATED INTEREST INCOME AS OF July 31, 2014

	6/30/2014						7	7/31/2014
	<b>ENDING</b>	DEBIT		CREDIT	II	NTEREST		ENDING
	BALANCE	RECEIVED	D	ISBURSED	I	NCOME		BALANCE
GENERAL FUND								
PNC BANK	\$ 1,065,594	\$ 4,193,588	\$	(4,209,218)	\$	-	\$	1,049,963
PLGIT	\$ 15,168	\$ 723,852	\$	( 730,270)	\$	190	\$	7,207,714
PSDLAF -interest paid quarterly	\$ 154,623		\$	-	\$	-	\$	154,623
INVEST PTOGRAM	\$ 170,712				\$	7	\$	170,719
	\$ 9,319,642	\$ 5,211,419	\$	(5,939,489)	\$	197	\$	8,591,770
CAFETERIA FUND								
PNC BANK	\$ 76,692	\$ 85,891	\$	(116,340)			\$	46,242
PLGIT	\$ 313,522	\$ 11,988	\$	(85,807)	\$	8	\$	239,711
	\$ 390,213	\$ 97,879	\$	(202,147)	\$	8	\$	285,953
CONSTRUCTION FUND / CAP RESERVE								
PNC BANK	\$ 1,409,711	\$ 1,000,000	\$	_	\$	61	\$	2,409,772
								_
RISK MANAGEMENT/TAX								
REFUNDS								
PNC BANK	\$ 1,107,499	\$ -	\$	(45,825)	\$	46	\$	1,061,720
GRAND TOTAL	\$ 11,119,567	\$ 6,309,298	\$	(6,141,636)	\$	266	\$	11,287,495
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# IV. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF JUNE 30, 2014

Bank Account - Status	Mi	iddle / High School	Athletics			
Cash Balance as of						
May 30, 2014	\$	116,585.08	\$	48,581.29		
Deposits						
(General Fund Transfer)	\$	5,176.42	\$	-		
Subtotal	\$	120,761.50	\$	48,581.29		
Expenditures	\$	22,709.40	\$	4,811.00		
Cash Balance as of						
June 30, 2014	\$	98,052.10	\$	43,770.29		

# V. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF JULY 31, 2014

Bank Account - Status	Midd	lle / High School	Athletics		
Cash Balance as of					
June 30, 2014	\$	98,052.10	\$	43,770.29	
Deposits					
(General Fund Transfer)	\$	-	\$	-	
Subtotal	\$	98,052.10	\$	43,770.29	
Expenditures	\$	675.00	\$	60.00	
Cash Balance as of					
July 31, 2014	\$	97,377.10	\$	43,710.29	

# FACILITIES REPORT August 28, 2014

Mr. Matthew Cesario, Chairperson

## **BOARD ACTION REQUESTED**

**I.** It is recommended that the Board approve a bonus of \$250 for each of the following individuals who worked in the Summer Program with the custodians and maintenance crew this past season:

Michael Cramer Thomas Hustava Jake Dindak Charles Wallander

# TRANSPORTATION REPORT

August 28, 2014

#### Mr. Matthew Cesario, Chairperson

#### **BOARD ACTION REQUESTED**

#### I. TRANSPORTATION

It is recommended that the Board approve the Transportation Program for the 2014/2015 school year as presented in the Transportation Booklet.

Program	Company
Exceptional Children and Act 372	First Student Transit
Act 372	Port Authority Transit
Regular District Transportation	Matthews Bus Company
Parent Contracts	Under Act 372

#### II. PORT AUTHORITY AGREEMENT

It is recommended that the Board approve the Agreement between Port Authority Transit and the Keystone Oaks School District to provide monthly bus passes in the amount of \$97.50 per pass for Zone 1, and \$146.25 for Zone 2, for Act 372 students.