

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

# **BOARD OF SCHOOL DIRECTORS**

**WORK SESSION** 

TUESDAY, FEBRUARY 18, 2014 7:00 PM

# **BUSINESS/LEGISLATIVE MEETING**

THURSDAY, FEBRUARY 27, 2014 7:00 PM

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

# February 18, 2014 - Work Session

#### 7:00 PM Meeting

- Call to Order President
- Pledge of Allegiance
- Parkway West Career and Technology Center
   Presentation Dr. Darby Copeland
- ABM Presentation Mr. Richard Phelps
- Public Comment
- Review of Reports
- Public Comment
- Adjournment

# February 27, 2014 - Business/Legislative Meeting

## 7:00 PM Meeting

- Call to Order President
- Pledge of Allegiance
- Cypher & Cypher 2012/2013 Audit Report Presentation Mr. Charles Rupert
- Public Comment
- Approval of Reports
- Public Comment
- Adjournment

# **BOARD PRESIDENT'S REPORT**

# **February 27, 2014**

# Mr. Joseph Finucan

# **BOARD ACTION REQUESTED**

# I. BOARD MINUTES

It is recommended that the Board approve the Business/Legislative Minutes of January 30, 2014, as enclosed.

# **FOR INFORMATION ONLY**

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

# SUPERINTENDENT'S REPORT

# February 27, 2014

Dr. William P. Stropkaj

## **BOARD ACTION REQUESTED**

#### I. ADOPTION OF THE 2014/2015 SCHOOL CALENDAR

It is recommended that the Board adopt the 2014/2015 school year calendar as presented by the Superintendent.

#### II. PROFESSIONAL DEVELOPMENT

It is recommended that the Board approve the following conference requests:

**Bobbi-Ann Barnes** PA Association Federal Program Coordinators \$1,318.00

Seven Springs, PA

April 27, 28, 29, 30, 2014 (General & Federal Funds)

Emily Brill and Family & Consumer Science Summer Workshop \$ 789.04

Maria Dayka Penn State University, PA

July 8, 9, 10, 2014 (General Funds)

August 2014						
Мо	Tu	We	Th	Fr		
				1		
4	5	6	7	8		
11			(14)	(15)		
(18)	(19)	(20)	21	22		
<b>25</b>	26	27	28	29		

September 2014						
Мо	Tu	We	Th	Fr		
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8	9	10	11	12		
15	16	17	18	19		
22	23	24	25	26		
29	30					

October 2014					
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November 2014						
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17	18	19	20	21		
24	25	26	27	28		

December 2014						
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15	16	17	18	19		
22	23	24	25	26		
29	30	31				

January 2015						
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February 2015						
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23	24	25	26	27		

March 2015							
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30	31						

April 2015					
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May 2015					
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	June 2015						
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8	9	10	11	<b>12</b> )			
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29	30						

July 2015					
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13	14	15	16	17	
20	21	22	23	24	
27	28	29	30	31	

- ( ) One (1) pre-year work day must be completed during this window.
- Make-Up Days:
- **1. Monday, February 16, 2015**

First & Last Student Day

2. Thursday, April 2, 2015

☐ Inservice☐ Holiday Dates – No School

3. Monday, April 6, 2015

- Kennywood Picnic

4. Tuesday, April 7, 201

	STODENT/TERCH	Month	Student	<b>Teacher</b>
August 20, 21, 22	Preparation / Inservice / Clerical	August	5	8
August 25	First Day for Students			
September 1	Labor Day (No School)	September	21	21
October 13	Columbus Day (No School)	October	22	22
November 4 November 11	Inservice Professional Development / O Veteran's Day (No School)	Liericai		
November 27, 28	Thanksgiving Vacation (No School)	November	16	17
December 1	Thanksgiving Vacation (No School)	November	10	17
December 22 – 31	Winter Recess (No School)	December	14	14
January 1, 2	Winter Recess (No School)			
January 19	Martin Luther King Day (Inservice)			
January 26	Clerical	January	18	20
February 16	Presidents' Day (No School)	February	19	19
March		March	22	22
April 2, 3, 6	Spring Break (No School)	A1	10	10
April 7 May 25	Inservice / Clerical Memorial Day (No School)	April May	18 20	19 20
June 11	Last Day for Students	May	20	20
June 12	Last Day for Teachers / Clerical	June	9	10
vane 12	East Bay for Touchers / Clerroar	o diffe	184	192
	CTAEE DAY	70		
August 20	STAFF DAY		1 Day for D	loom Duonoustion
		Fina		
August 21-22		Fina	Professio	nal Development
August 21-22 November 4		Fina	Professio	nal Development opment / Clerical
August 21-22  November 4  January 19		Fina Profess	Professio onal Devel Profession	nal Development opment / Clerical nal Development
August 21-22  November 4  January 19  January 26		Profess	Professio onal Devel Profession	nal Development opment / Clerical nal Development Clerical
August 21-22  November 4  January 19  January 26  April 7		Professi	Professio onal Devel Profession onal Devel	nal Development opment / Clerical nal DevelopmentClerical opment / Clerical
August 21-22  November 4  January 19  January 26  April 7		Professi	Professio onal Devel Profession onal Devel	nal Development opment / Clerical nal DevelopmentClerical opment / Clerical
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August 21-22	PARAPROFESSION School  VACATION D  eccember 1		Profession on al Devel ivities / Charaining / Pall Day Charaini	nal Development opment / Clerical nal Development
August 21-22	PARAPROFESSION School  VACATION D  ecember 1		Profession on al Devel ivities / Charaining / Pall Day Charaini	nal Development opment / Clerical nal Development
August 21-22	PARAPROFESSION School  VACATION D  ecember 1		Profession on al DevelProfession on al Devel	nal Development opment / Clerical nal Development
August 21-22	PARAPROFESSION		Profession on al Devel	nal Development opment / Clerical nal Development
August 21-22	PARAPROFESSION School  VACATION D  ecember 1 Ty 2  IMPORTANT 1		Profession on al DevelProfession on al Devel	nal Development opment / Clerical nal Development
August 21-22	PARAPROFESSION			nal Development opment / Clerical nal Development

STUDENT / TEACHER DAYS

# **EDUCATION REPORT**

**February 27, 2014** 

Ms. Raeann Lindsey, Chairperson

## **BOARD ACTION REQUESTED**

# I. REMOTE INTERPRETING SERVICES

It is recommended that the Board approve participation in Remote Interpreting Services provided by Transperfect Remote International as part of the AIU Consortium of School Districts at a yearly fee of \$120.00 and \$1.69 per minute when audio interpreting services are accessed.

# PERSONNEL REPORT

# **February 27, 2014**

#### Mr. Joseph Finucan, Chairperson

## **BOARD ACTION REQUESTED**

#### I. LEAVE OF ABSENCE

It is recommended that the Board approve *Mrs. Teresa Zimmerman*, elementary teacher, Myrtle Elementary School, for a leave of absence starting March 24, 2014 and continuing until June 11, 2014.

#### II. RESIGNATION

It is recommended that the Board accept the resignation of *Karen Bridge*, Food Service employee at Aiken Elementary School, effective February 12, 2014.

#### III. TEACHING LOAD COMPENSATION

In compliance with the **Keystone Oaks Education Association Agreement 2011/1016**, **Article VII**, **Teaching Load**, it is recommended that the following individuals be compensated as per this Article:

#### Secondary Teacher Stipends for Class Sizes at 30 or Above

<b>Employee</b>	<u>School</u>	<b>Compensation</b>	
Jennifer Bogdanski	High School	\$2,500	
Kelly Connolly	High School	\$1,000	
Patrick Falsetti	Middle School	\$2,000	
Lisa Forlini	High School	\$1,000	
Kevin Gallagher	High School	\$1,500	
Sarah Hardner	Middle School	\$2,000	
Nancy Kraemer	High School	\$1,000	
Michele Lowers	High School	\$1,000	
Michael Magri	High School	\$1,000	
Roman Nardozi	High School	\$2,000	
Dennis Sarchet	Middle School	\$1,000	
Kim Smykal	High School	\$ 500	
Joan Young	High School	\$2,000	

TOTAL \$18,500 Secondary Teacher Stipends for Teaching 7 out of 8 Periods

<b>Employee</b>	<u>School</u>	<b>Compensation</b>
Andrew Bochicchio	Middle School	\$1,000
Jennifer Bogdanski	High School	\$1,000
Don Bowlin	High School	\$ 200
Emily Brill	Middle School	\$1,000
Maria Dayka	High School	\$1,000
Dena DeChellis	High School	\$1,000
Suzanne Deemer	High School	\$ 400
Lisa Forlini	High School	\$1,000
Joyelle Galiszewski	High School	\$1,000
Kevin Gallagher	High School	\$1,000
Karen Hagy	Middle School	\$1,000
Nick Kamberis	High School	\$1,000
Danielle Kandrack	High School	\$1,000
Joshua Kirchner	High School	\$1,000
Joseph Klipa	Middle School	\$ 400
Nicole Kochanski	High School	\$1,000
Tricia Kreitzer	High School	\$1,000
Michele Lowers	High School	\$1,000
Michael Magri	High School	\$1,000
Steve McCormick	High School	\$1,000
Michael Orsi	High School	\$1,000
Nadine Pisani	Middle School	\$1,000
Dennis Sarchet	Middle School	\$1,000
Julie Schindehette	High School	\$1,000
Michael Turner	High School	\$1,000

**TOTAL \$23,000** 

# Secondary Teacher Stipends for Teaching More Than One Prep During the Same Period

<b>Employee</b>	<b>School</b>	<b>Compensation</b>
Georgene Bemis	High School	\$3,000
Heather Hakos-Hruby	High School	\$5,000
Tricia Kreitzer	High School	\$ 200
Michael Magri	High School	\$1,000
Steve McCormick	High School	\$1,000
Jeff Oestreich	High School	\$3,000
Michael Orsi	High School	\$1,000
Beth Smith	High School	\$1,000
Michael Turner	High School	\$1,000

# TOTAL \$16,200

# Elementary Teacher Stipends for First Semester

<b>Employee</b>	<u>School</u>	Compensation	
Amy Guiliani	Aiken Elementary	\$2,000	
Jil Graham	Aiken Elementary	\$4,000	
Debbie Bucek	Dormont Elementary	\$1,000	
Lori DeMartino	Dormont Elementary	\$2,000	
Mary Ann Lucas	Dormont Elementary	\$1,000	
Selena Bixler	Dormont Elementary	\$3,000	
Scott Mizikar	Dormont Elementary	\$1,000	
Dan Galentine	Myrtle Elementary	\$4,000	
Jennifer Kusserow	Myrtle Elementary	\$4,000	

**TOTAL** \$22,000

#### III. APPOINTMENTS

# A. Athletics

It is recommended that the Board approve the following individuals as coaches for the 2013/2014 school year:

Lauren Obringer	Girls Softball Assistant	\$3,120
Nikki Presto	6 <sup>th</sup> Grade Girls Basketball	\$1,940
Kaitlin Yasko	Varsity Track Assistant	\$3,890

# B. Food Service

In compliance with *Board Policy No. 504, Employment of Classified Employees*, it is recommended that the Board approve the following individuals as Food Service employees for the 2013/2014 school year:

<b>Tammy Oswalt</b>	Aiken Elementary School	\$8.75/hour
Effective February 10, 2014		
•		
Linda Gibson	High School	\$8.75/hour
Effective February 17, 2014		

# FINANCE REPORT

# **February 27, 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*:

	TOTAL	\$1,212,188.60
B.	Food Service Fund Accounts Payable for January 30, 2014 Food Service Fund Accounts Payable to February 14, 2014	\$ 224.94 \$ 41,052.63
A.	Accounts Payable for January 28, 2014 Accounts Payable to February 14, 2014	\$435,332.32 \$735,558.71

## II. EXONERATION OF TAX COLLECTORS

It is recommended that the Board approve the exoneration of the real estate tax collectors as outlined below:

#### KEYSTONE OAKS SCHOOL DISTRICT RESOLUTION NO. D/14

THE RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE KEYSTONE OAKS SCHOOL DISTRICT EXONERATING THE TAX COLLECTOR OF THE **BOROUGH OF DORMONT**, NAMELY **HARVEY LEIBERMAN** FOR THE TAXABLE YEAR OF 2013 IN ACCORDANCE WITH THE TAX COLLECTOR'S REPORT DATED February 4, 2014.

**WHEREAS**, the Keystone Oaks School District is a corporation located at 1000 Kelton Avenue, Pittsburgh, PA 15216; and

**WHEREAS**, the Borough of Dormont comprises one geographical area of the said Keystone Oaks School District; and

**WHEREAS**, *Harvey Leiberman* is the elected Tax Collector for the Borough of Dormont and has collected taxes for the year of 2013 at a rate of 18.63 mills at face; and

WHEREAS, on February 4, 2014, the said elected Tax Collector of the Borough of Dormont, *Harvey Leiberman*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of \$240,307.29 (includes penalty), the said taxes being delinquent and subject to lien and have been transferred to the delinquent and lien tax collection, **Jordan Tax Service, Inc.** 

**NOW THEREFORE**, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates *Harvey Leiberman* for taxes found to be delinquent and lien in the amount of \$240,307.29 arising out of the collection of the 2013 tax duplicate in the amount of 18.63 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Dormont Tax Collector, *Harvey Leiberman*, is therefore, exonerated from the aforementioned delinquent and liened taxes on the day and date below mentioned.

ATTEST:

Keystone Oaks School District

BY:

William P. Stropkaj, Superintendent

BY:

Joseph Finucan, President

APPROVE as to legal form this 27<sup>th</sup> day of February 2014

BY:

Maiello, Brungo & Maiello, LLP

**ADOPTED** this 27<sup>th</sup> day of February 2014.

#### KEYSTONE OAKS SCHOOL DISTRICT RESOLUTION NO. G/14

THE RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE KEYSTONE OAKS SCHOOL DISTRICT EXONERATING THE TAX COLLECTOR OF THE **BOROUGH OF GREEN TREE**, NAMELY **BOROUGH OF GREEN TREE** FOR THE TAXABLE YEAR OF 2013 IN ACCORDANCE WITH THE TAX COLLECTOR'S REPORT DATED February 4, 2014.

**WHEREAS**, the Keystone Oaks School District is a corporation located at 1000 Kelton Avenue, Pittsburgh, PA 15216; and

**WHEREAS**, the Borough of Green Tree comprises one geographical area of the said Keystone Oaks School District; and

**WHEREAS**, *the Borough of Green Tree* is the elected Tax Collector for the Borough of Green Tree and has collected taxes for the year of 2013 at a rate of 18.63 mills at face; and

**WHEREAS**, on February 4, 2014, the said elected Tax Collector of the Borough of Green Tree, *Green Tree Borough*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of \$367,717.06 (includes penalty), the said taxes being delinquent and subject to lien and have been transferred to the delinquent and lien tax collection, **Jordan Tax Service, Inc.** 

**NOW THEREFORE**, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates *Green Tree Borough* for taxes found to be delinquent and lien in the amount of \$367,717.06 arising out of the collection of the 2013 tax duplicate in the amount of 18.63 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Green Tree Tax Collector, *Green Tree Borough*, is therefore, exonerated from the aforementioned delinquent and liened taxes on the day and date below mentioned.

**ADOPTED** this 27<sup>th</sup> day of February 2014.

ATTEST:	Keystone Oaks School District
BY: William P. Stropkaj, Superintendent	BY:
APPROVE as to legal form this 27 <sup>th</sup> day of	February 2014
	BY: Maiello, Brungo & Maiello, LLP

### KEYSTONE OAKS SCHOOL DISTRICT RESOLUTION NO. CS/14

THE RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE KEYSTONE OAKS SCHOOL DISTRICT EXONERATING THE TAX COLLECTOR OF THE **BOROUGH OF CASTLE SHANNON**, NAMELY **SHIRLEY TORRIS** FOR THE TAXABLE YEAR OF 2013 IN ACCORDANCE WITH THE TAX COLLECTOR'S REPORT DATED February 6, 2014.

**WHEREAS**, the Keystone Oaks School District is a corporation located at 1000 Kelton Avenue, Pittsburgh, PA 15216; and

**WHEREAS**, the Borough of Castle Shannon comprises one geographical area of the said Keystone Oaks School District; and

**WHEREAS**, *Shirley Torris* is the elected Tax Collector for the Borough of Castle Shannon and has collected taxes for the year of 2013 at a rate of 18.63 mills at face; and

WHEREAS, on February 6, 2014, the said elected Tax Collector of the Borough of Castle Shannon, *Shirley Torris*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of \$347,049.03 (includes penalty), the said taxes being delinquent and subject to lien and have been transferred to the delinquent and lien tax collection, **Jordan Tax Service, Inc.** 

**NOW THEREFORE**, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates *Shirley Torris* for taxes found to be delinquent and lien in the amount of \$347.049.03 arising out of the collection of the 2013 tax duplicate in the amount of 18.63 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Castle Shannon Tax Collector, *Shirley Torris*, is therefore, exonerated from the aforementioned delinquent and liened taxes on the day and date below mentioned.

**ADOPTED** this 27<sup>th</sup> day of February 2014.

ATTEST:	Keystone Oaks School District
BY: William P. Stropkaj, Superintendent	BY:
APPROVE as to legal form this 27 <sup>th</sup> day of	f February 2014
	BY:Maiello, Brungo & Maiello, LLP

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

		2013-2014 BUDGET	2013-2014 <b>7 MONTH</b>	MONTH END + ESTIMATED	OVER (UNDER)
ACCT	DESCRIPTION	TOTAL	JANUARY/ACTUAL	PROJECTION	BUDGET
Reven	ue				
6000	Local Revenue Sources	\$25,101,155	\$26,165.559	\$27,424.257	\$2,323,102
7000	State Revenue Sources	\$ 9,917,008	\$ 4,850,577	\$ 9,873,699	\$(43,309)
8000	Federal Revenue Sources	\$ 446,504	\$	\$ 440,504	\$(6,000)
Total I	Revenue	\$35,464,667	\$31,016,136	\$37,738,460	\$2,273,793
Fynen	ditures				(OVER) UNDER BUDGET
-xpoi					
100	Salaries	\$14,673,483	\$6,519,659	\$14,630,002	\$ 43,481
200	Benefits	\$ 7,848,904	\$3,774,428	\$ 7,726,228	\$122,676
300	Professional/Technical	Ф 1 0C0 100	Ф <b>Б</b> ОО 047	¢ 4 254 420	<u> </u>
400	Services Property Services	\$ 1,060,408 \$ 1,468,919	\$ 503,847 \$ 980,161	\$ 1,354,130 \$ 1,431,061	\$(293,722) \$ 37,858
500	Other Services	\$ 4,208,192	\$2,305,761	\$ 4,360,534	\$(152,342)
600	Supplies/Books	\$ 1,419,255	\$1,013,250	\$ 1,378,546	\$ 40,709
700	Equipment/Property	\$ 111,475	\$ 76,237	\$ 82,763	\$ 28,712
800	Other Objects	\$ 1,441,760	\$1,146,480	\$ 2,218,179	\$(776,419)
900	Other Financial Uses	\$ 3,703,500	\$3,081,770	\$ 3,703,500	\$ -
Total I	Expenditures	\$35,935,896	\$19,401,592	\$36,884,943	\$(949,047)
Expen Reven	ditures exceeding ues	\$(471,229)	\$11,614,544	\$853,517	\$1,324,746

# II. CASH, CASH EQUIVALENTS AND RELATED INTEREST INCOME AS OF January 31, 2014

	:	12/31/2013							1	1/31/2014
	ENDING BALANCE		DEBIT RECEIVED		CREDIT DISBURSED		INTEREST INCOME			ENDING
									BALANCE	
GENERAL FUND PNC BANK PLGIT PSDLAF - 4/08/2014 Maturity INVEST PTOGRAM		8,260,359 1,179,048 153,700 170,670	\$ \$	652,935 211,913	\$ (1,8 \$ \$	392,125) - -	\$ \$ \$ \$	527 260 - 7	\$ \$ \$ \$	7,021,696 11,391,221 153,700 170,677
		9,763,777	\$	864,849	\$ (1,8	392,125)	\$	794		18,737,294
CAFETERIA FUND	¢	40 207	ć	CO 115	¢	(25)			<b>,</b>	100 200
PNC BANK	\$	40,307	\$	60,115	\$	(35)	¢	2	\$	100,388
PLGIT	\$	290,472 330,779	\$ \$	90,227 150,342	\$ \$	(35)	\$	3	\$	380,702 481,090
CONSTRUCTION FUND / CAP RESERVE										
PNC BANK	\$	224,411	\$	-	\$	(0)	\$	38	\$	224,449
GRAND TOTAL	\$ 2	0,318,968	\$	1,015,191	\$ (1,8	392,160)	\$	835	\$	19,442,832

# III. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF JANUARY 31, 2014

Bank Account - Status	Middle / High School	Athletics
Cash Balance as of December 31, 2014	\$122,777.00	\$60,422.58
Deposits (General Fund transfer)	\$11,100.55	\$4,644.00
Subtotal	\$133,877.55	\$65,066.58
Expenditures	\$9,073.80	\$7,088.87
Cash Balance as of January 31, 2014	\$124,803.75	\$57,977.71

## FACILITIES & TRANSPORTATION

**February 27, 2014** 

Mr. Matthew Cesario, Chairperson

#### **BOARD ACTION REQUESTED**

# I. PARTICIPATION IN THE WESTERN PENNSYLANIA ELECTRIC AND NATURAL GAS CONSORTIUMS

It is recommended that the Board authorize Keystone Oaks School District to continue its participation in the Western Pennsylvania Electric and Natural Gas Consortiums for the purchase of electricity and natural gas for up to a three year term. The agreement for electricity will commence after the final meter read date on January 2015 and the agreement for natural gas will commence after the final meter read date in August 2015.

#### II. BIDDING FOR SCHOOL SUPPLIES

It is recommended that the Board authorize Administration to pursue bids/quotes for Athletic and Custodial Supplies with the *AIU Joint Purchasing* program and District solicited bids.

#### III. REPLACEMENT OF DORMONT ELEMENTARY SCHOOL FLOOR

It is recommended the Board approve *Floor Designs Unlimited* for replacement flooring at Dormont Elementary School in the amount of \$18,826.

#### **For Information Only**

*Floor Designs Unlimited* submitted the lowest quote for the replacement of the damaged floor tile, due to the sprinkler system freezing outside of the cafeteria at Dormont Elementary School on January 24, 2014.

#### **FOR INFORMATION ONLY**

Discussion and review of the Middle School gymnasium bleachers.