KEystone Oaks School District
School Directors’ Calendar of Coming Events

January 21, 2020 – Business/Legislative
7:00 PM Meeting

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

February 11, 2020 – Work Session
7:00 PM Meeting

- Call to Order – President
- Pledge of Allegiance
- Public Comment
- Review of Reports
- Public Comment
- Adjournment
BOARD PRESIDENT’S REPORT
January 21, 2020

Ms. Patricia A. Shaw

BOARD ACTION REQUESTED

I. BOARD MINUTES

It is recommended that the Board approve the Reorganization/Work Session Minutes of December 3, 2019 and the Business/Legislative Minutes of December 10, 2019.

II. MEMORANDUM OF UNDERSTANDING

It is recommended that the Board approve the Memorandum of Understanding between the Keystone Oaks School District and the Keystone Oaks Education Support Personnel Association.

FOR INFORMATION ONLY

I. Parkway West Career and Technology Center Report  Ms. Annie Shaw
II. SHASDA Report  Mr. Santo Raso
III. PSBA/Legislative Report  Mrs. Theresa Lydon
IV. News from the Boroughs

V. EXECUTIVE SESSION

VI. BOARD COMMITTEES 2020

• Activities and Athletics  *Ms. Lindsey, Ms. Donahue, Mr. LaPorte, Mrs. Lydon
• Budget and Finance  *Ms. Lindsey, Mrs. Lydon, Mr. Raso, Ms. Shaw
• Buildings, Grounds & Transportation  *Mr. Raso, Mr. Cesario, Mr. LaPorte, Ms. Shaw
• Communications  *Ms. Crowell, Ms. Evans, Mr. LaPorte, Mr. Raso
• Education  *Mrs. Lydon, Ms. Crowell, Mrs. Donahue, Ms. Lindsey
- Personnel
  *Ms Shaw, *Mr. Cesario,
  Ms. Crowell, Mrs. Lydon

- Policy
  *Ms. Shaw, Mr. Cesario,
  Mrs. Donahue, Ms. Evans

- PSBA Representative
  Mrs. Lydon

- SHASDA Representative
  Mr. Raso

*Denotes Chairperson(s)
BOARD ACTION REQUESTED

I. ACT 93 ADMINISTRATIVE EMPLOYEE COMPENSATION

In compliance with the *Act 93 Administrative Employee Compensation July 1, 2019 – June 30, 2022*, it is recommended that the Board approve the Administrators’ salaries for January 1, 2020 through December 31, 2020:

- **Desiree Burns** $100,313 Director of Special Education
- **Jeffrey Kattan** $114,078 Principal, Keystone Oaks Middle School
- **Michael Linnert** $89,096 Acting Principal, Keystone Oaks High School
- **Suzanne Lochie** $79,251 Director of Pupil Services
- **Scott Mizikar** $105,692 Principal, Myrtle Avenue Elementary School
- **Dave Thomas** $91,671 Principal, Fred L. Aiken Elementary School
- **Dr. Shannon Varley** $123,998 Director of Curriculum, Instruction, Assessment and Staff Development
- **Brian Werner** $110,000 Principal, Dormont Elementary School

II. PROFESSIONAL DEVELOPMENT

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

- **Mrs. Emily Brill** PAFCS Annual Conference $725.00
  Blair County Convention Center
  Altoona, PA 16602
  April 17 – 18, 2020
  *For Information Only*

  Ms. Brill is on the Board of Directors of the organization.

- **Mr. Jesse Jeznis** Certified Pool & Spa Operator Certification Program $359.00
  Pittsburgh, PA
  March 25-26, 2020

- **Mr. John Lyon** Building Operating Management’s NFMT 2020 $1,200.00
  Baltimore Convention Center
  Baltimore, MD
  March 17 – 19, 2020

- **Mrs. Carol Persin** PA Education Technology Expo & Conference $574.00
  David L. Lawrence Convention Center
  Pittsburgh, PA
February 23 – 26, 2020

Mrs. Sarah Welch
2020 PenSPRA Symposium
Conference Center Shippensburg University
Shippensburg, PA 17257
March 25 – 27, 2020
BOARD ACTION REQUESTED

I. ALLEGHENY INTERMEDIATE UNIT MEMORANDUM OF UNDERSTANDING

The Administration recommends that the Board approve the AIU Transition Memorandum of Understanding between the Keystone Oaks School District and Head Start, in accordance with the Every Student Succeeds Act (ESSA) and Title I.

II. KEYSTONE OAKS MIDDLE SCHOOL: PROGRAM OF STUDIES

The Administration recommends the approval of the Keystone Oaks Middle School Program of Studies for the 2020/2021 school year.

III. KEYSTONE OAKS HIGH SCHOOL: PROGRAM OF STUDIES

The Administration recommends the approval of the Keystone Oaks High School Program of Studies for the 2020/2021 school year.
BOARD ACTION REQUESTED

I. RETIREMENTS

It is recommended that the Board accept the letter of retirement from the following individuals:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Years of Service</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dawn Bartolomeo</td>
<td>Benefits/Payroll Secretary</td>
<td>14 Years</td>
<td>June 30, 2020</td>
</tr>
<tr>
<td>Nancy Dempsey</td>
<td>Paraprofessional</td>
<td>18 Years</td>
<td>June 11, 2020</td>
</tr>
</tbody>
</table>

II. RESIGNATION

It is recommended that the Board accept the following resignation:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aretina Gdovic</td>
<td>Food Service Worker</td>
<td>January 6, 2020</td>
</tr>
<tr>
<td>Sarah Hazlett</td>
<td>Mental Health Therapists</td>
<td>January 31, 2020</td>
</tr>
</tbody>
</table>

III. DISCONTINUE OF ASSIGNMENT

It is recommended that the Board approve to discontinue the assignment of employee #2020-1 based on probationary status in accordance with the *Keystone Oaks Education Support Personnel Association Agreement 2018-2022*.

IV. APPOINTMENTS

1. *After-School Tutoring Program*

It is recommended that the Board approve the following individual to participate in the After-School Tutoring Program for the 2019/2020 school year:

<table>
<thead>
<tr>
<th>Employee</th>
<th>School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paige Passatore</td>
<td>Fred L. Aiken Elementary School</td>
</tr>
</tbody>
</table>
2. Change in Stipend Amounts

It is recommended that the Board approve the following change in stipend amount for the below stipends:

<table>
<thead>
<tr>
<th>Sport</th>
<th>Position</th>
<th>Coach</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Football</td>
<td>Assistant</td>
<td>Steve McCormick</td>
<td>$5,800.00</td>
</tr>
<tr>
<td></td>
<td>Assistant</td>
<td>Russ Klein</td>
<td>$5,100.00</td>
</tr>
<tr>
<td></td>
<td>Assistant</td>
<td>James Feeney</td>
<td>$5,100.00</td>
</tr>
<tr>
<td></td>
<td>Assistant</td>
<td>Jeff Sieg</td>
<td>$5,100.00</td>
</tr>
<tr>
<td></td>
<td>Assistant</td>
<td>Kobe Phillippi</td>
<td>$3,152.00</td>
</tr>
<tr>
<td></td>
<td>Assistant</td>
<td>Joe Kazalas</td>
<td>$3,152.00</td>
</tr>
<tr>
<td></td>
<td>Middle School</td>
<td>Paula Jankowiak</td>
<td>$2,784.00</td>
</tr>
<tr>
<td>Wrestling</td>
<td>Assistant</td>
<td>John Cerminara</td>
<td>$1,000.00</td>
</tr>
<tr>
<td></td>
<td>Assistant</td>
<td>Al Harris</td>
<td>$4,300.00</td>
</tr>
<tr>
<td></td>
<td>Assistant</td>
<td>Joe Kazalas</td>
<td>$4,500.00</td>
</tr>
<tr>
<td></td>
<td>Assistant</td>
<td>Mike Kazalas</td>
<td>$3,400.00</td>
</tr>
</tbody>
</table>

For Information Only

The Football Stipends were approved at the June 18, 2019 Business/Legislative Meeting but due to staffing responsibilities, stipend amounts were adjusted.

This Wrestling Stipend were approved at the October 22, 2019 Business/Legislative Meeting but due to staffing responsibilities, stipend amounts were adjusted.

V. TEACHING LOAD COMPENSATION

In compliance with the *Keystone Oaks Education Association Agreement 2017/2020*, it is recommended that the following individuals be compensated for the first semester of the 2019/2020 school year:

1. Secondary Teacher Stipends for Class Sizes at 30 or Above

   - Christine Chimento  $1,000
   - Ken Hustava        $2,000
   - Mark Kopper        $2,000
   - Nancy Kraemer      $1,000
   - Steve McCormick    $2,050
   - John Murphy        $1,000
   - Nadine Pisani      $2,000
   - Joan Young         $1,000

2. Secondary Teacher Stipends for Teaching 7 out of 8 Periods

   - Emily Brill        $1,000
Rebekah Brooks $1,000
Allyson Culp $ 200
Suzanne Deemer $ 600
William Eibeck $1,000
Nancy Kraemer $1,000
Tricia Kreitzer $ 400
Michelle McSwigan $ 400
Madeline Morris $ 200
Lainey Resetar $1,000
Beth Smith $1,000
Kimberly Smykal $1,000
Randy Tobias $1,000

3. Stipends for Teaching Two Preparations in One Period

Nicole Kochanski $1,000
Kathy Morrow $1,000

4. Elementary Teacher Stipends for First Semester

Deborah Bucek $2,000
Elisa DiTullio $1,000
Daniel Galentine $1,420
Jennifer Harke $1,000
Kristie Rosgone $2,840
Judy Tredway $1,000
Zachary Whitfield $2,590

VI. LEAVE OF ABSENCE

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

L.O. – Effective January 6, 2020 through March 30, 2020

S.S. – Effective February 13, 2020 through May 12, 2020
Ms. Raeann Lindsey, Chairperson

BOARD ACTION REQUESTED

I. APPROVAL OF THE 2020/2021 PRELIMINARY BUDGET

The Administration recommends the adoption of the 2020/2021 Preliminary Budget in accordance with Section 687 of the School Code of Pennsylvania.

For Information Only

The 2020/2021 Preliminary Budget is estimated at Expenditures of $46,007,851. The expected Revenues will be $46,007,851 with the levying of 21.15 mills.

II. AUDITED FINANCIAL STATEMENTS

The Administration recommends that the Board accept the Audited Financial Statements as of June 30, 2019 as presented.

III. ACCOUNTS PAYABLE APPROVAL LISTS THROUGH DECEMBER 31, 2019

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

A. General Fund as of December 31, 2019 (Check No. 61198-61344) $924,438.57
B. Food Service Fund as of December 31, 2019 (Check No. 9192-9203) $41,233.35
C. Athletics as of December 31, 2019 (Check No. 3163-3176) $11,909.87
D. Capital Reserve as of December 31, 2019 (None) $0.00

TOTAL $977,581.79

IV. CONTINUED MEMBERSHIP IN THE JOINT PURCHASING BOARD

It is recommended that the Board approve continued membership in the Allegheny Intermediate Unit’s Joint Purchasing Program for the 2019/2020 school year in the following areas, but not limited to:

Electricity
Gasoline and Diesel Fuel
Natural Gas
Copier Paper

The regular member position for the Joint Purchasing Program will be assigned to Joseph Kubiak,
Business Manager, and the alternate member position will be assigned to John Lyon, Director of Building, Grounds & Transportation.

For Information Only

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

V. PARKWAY WEST CAREER & TECHNOLOGY CENTER BUDGET

1. The Administration recommends that the Board approve the Parkway West General Operating and Jointure Budget for the 2020/2021 school year as follows:

<table>
<thead>
<tr>
<th>2020/2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parkway West General Operating Budget $ 6,994,089</td>
</tr>
<tr>
<td>Parkway West Jointure Budget $ 723,154</td>
</tr>
</tbody>
</table>


<table>
<thead>
<tr>
<th>2020/2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parkway West General Operating Budget $ 432,044.92</td>
</tr>
<tr>
<td>Parkway West Jointure Budget $ 38,527.28</td>
</tr>
</tbody>
</table>

For Information Only

The District’s estimated share toward the General Operating Budget reflects an increase of $30,606.91. The District’s estimated share toward the Jointure Budget is an increase of $974.21.
## I. EXPENDITURE/REVENUE 2019 – 2020 BUDGET to ACTUAL / PROJECTION

<table>
<thead>
<tr>
<th>ACCT</th>
<th>DESCRIPTION</th>
<th>2019-2020 BUDGET TOTAL</th>
<th>2019-2020 6 MONTH DECEMBER/ACTION</th>
<th>OVER UNDER BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>6000</td>
<td>Local Revenue Sources</td>
<td>$30,223,490</td>
<td>$27,226,632</td>
<td>$(2,996,858)</td>
</tr>
<tr>
<td>7000</td>
<td>State Revenue Sources</td>
<td>$12,272,835</td>
<td>$4,634,187</td>
<td>$(7,638,648)</td>
</tr>
<tr>
<td>8000</td>
<td>Federal Revenue Sources</td>
<td>$666,330</td>
<td>$182,643</td>
<td>$(483,687)</td>
</tr>
<tr>
<td></td>
<td><strong>Total Revenue</strong></td>
<td><strong>$43,162,655</strong></td>
<td><strong>$32,043,462</strong></td>
<td><strong>$(11,119,193)</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ACCT</th>
<th>DESCRIPTION</th>
<th>2019-2020 BUDGET TOTAL</th>
<th>2019-2020 6 MONTH DECEMBER/ACTION</th>
<th>OVER UNDER BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>Salaries</td>
<td>$17,552,090</td>
<td>$6,745,029</td>
<td>$10,807,061</td>
</tr>
<tr>
<td>200</td>
<td>Benefits</td>
<td>$11,027,539</td>
<td>$4,094,328</td>
<td>$6,933,211</td>
</tr>
<tr>
<td>300</td>
<td>Professional/Technical Services</td>
<td>$1,558,997</td>
<td>$926,327</td>
<td>$632,670</td>
</tr>
<tr>
<td>400</td>
<td>Property Services</td>
<td>$1,122,100</td>
<td>$443,985</td>
<td>$678,115</td>
</tr>
<tr>
<td>500</td>
<td>Other Services</td>
<td>$5,399,722</td>
<td>$2,271,906</td>
<td>$3,127,816</td>
</tr>
<tr>
<td>600</td>
<td>Supplies/Books</td>
<td>$1,444,142</td>
<td>$998,722</td>
<td>$445,420</td>
</tr>
<tr>
<td>700</td>
<td>Equipment/Property</td>
<td>$635,152</td>
<td>$599,158</td>
<td>$35,994</td>
</tr>
<tr>
<td>800</td>
<td>Other Objects</td>
<td>$566,455</td>
<td>$287,089</td>
<td>$279,366</td>
</tr>
<tr>
<td>900</td>
<td>Other Financial Uses</td>
<td>$4,645,250</td>
<td>$4,055,420</td>
<td>$589,830</td>
</tr>
<tr>
<td></td>
<td><strong>Total Expenditures</strong></td>
<td><strong>$43,951,447</strong></td>
<td><strong>$20,421,964</strong></td>
<td><strong>$23,529,483</strong></td>
</tr>
</tbody>
</table>

### Revenues exceeding Expenditures

$ (788,792) $ 11,621,498 $ 12,410,290

### Other Financing Sources/(Uses)

| Interfund Transfers In (Out) | $ | - | $ | - |

13
II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF DECEMBER 31, 2019

<table>
<thead>
<tr>
<th>Bank Account - Status</th>
<th>Middle / High School</th>
<th>Athletics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Balance - 12/1/2019</td>
<td>$ 81,371.40</td>
<td>$ 21,257.00</td>
</tr>
<tr>
<td>Deposits</td>
<td>$ 14,644.06</td>
<td>$ 5,195.66</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$ 96,015.46</td>
<td>$ 26,452.66</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$ 3,567.06</td>
<td>$ 11,920.18</td>
</tr>
<tr>
<td>Cash Balance - 12/31/2019</td>
<td>$ 92,448.40</td>
<td>$ 14,532.48</td>
</tr>
</tbody>
</table>

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF DECEMBER 31, 2019

**BALANCE**

**GENERAL FUND**
- FNB BANK: $1,850,866
- PAYROLL (pass-thru account): $12,768
- FNB SWEEP ACCOUNT: $628,102
- ATHLETIC ACCOUNT: $14,532
- PLGIT: $9,531,270
- FNB MONEY MARKET: $5,470,449
- PSDLAF: $161,738
- INVEST PROGRAM: $180,182
- OTHER POST-EMPLOYMENT BENEFITS: $1,968,204
- COMPENSATED ABSENCES: $426,609

**TOTAL**: $20,244,720

**CAFETERIA FUND**
- FNB BANK: $554,567
- PLGIT: $685,257

**TOTAL**: $1,239,824

**CONSTRUCTION FUND / CAP RESERVE**
- FNB BANK: $213,328
- PLGIT - G.O. BOND SERIES C OF 2014/ 12-19: $796

**TOTAL**: $214,124

**GRAND TOTAL**: $21,144,101
Mr. Santo Raso, Chairperson

BOARD ACTION REQUESTED

I. MIDDLE SCHOOL FLOORING

It is recommended that the Board approve the replacement of the VCT Tile in the Middle School Cafeteria by Wilmac Floors at a cost not to exceed $14,995.00.
BOARD ACTION REQUESTED

I. ADVERTISE FOR ATHLETIC BIDS

It is recommended that the Board approve the advertisement of athletic bids for the Fall of the 2020/2021 school year.

II. COMPETITIVE EVENT

It is recommended that the Board approve the following competitive events:

Dance Team
GLCC Events
February 29, 2020
Number of Students – 16
District Funds - $800 ($50 per student) (Level I)

III. OVERNIGHT TRIP

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

Golden Eagles Marching Band – Washington, DC
Thursday, April 30 – Sunday, May 3, 2020
Sponsors – Mr. Eibeck, Ms. Caron, Ms. Fredrickson, Ms. Langhorst
Chaperones – Parent’s names to be provided closer to trip time
Approximate number of students participated – 60 – 65
Approximate cost per student: $750
No District funds requested