

BOARD OF SCHOOL DIRECTORS

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

MINUTES

Call to Order

President Matthew Cesario called the meeting to order at 7:02 p.m.

Pledge

The meeting opened with the pledge to the flag.

Attendance

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

Mr. Hommrich, Ms. Lindsey and Mrs. Gologram were absent.

Public Comment

PUBLIC COMMENT

Vicki Bruce
Castle Shannon

RE: Supervision during indoor recess at Myrtle
SAT scores

Board President's Report

BOARD PRESIDENT'S REPORT – Mr. Matthew Cesario

The following action items will be considered at the March 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 February 14, 2017, and the Business/Legislative Minutes of February 21, 2017.

**Voting Delegate for PSBA
Delegate Assembly Meeting**

**II. APPOINTMENT OF VOTING DELEGATE FOR THE PSBA
DELEGATE ASSEMBLY MEETING**

It is recommended that the Board appoint _____ as the voting delegate to participate in the PSBA Delegate Assembly to be held on Friday,

October 20, 2017. This occurs at the conclusion of 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.

**AIU Health Consortium
Ballot**

III. ALLEGHENY COUNTY SCHOOLS HEALTH CONSORTIUM – BALLOT

In compliance with the Allegheny County Schools Health Consortium, it is recommended that the Board approve the vote for **Mary D. Birks**, Board Member, Mt. Lebanon School District, as the School Board Trustee for the Western Region effective March 29, 2017 through March, 2018.

Board Protocol Officer

IV. BOARD PROTOCOL OFFICER

It is recommended that the Board approve the position of Board Protocol Officer. This individual will be responsible for responding to all communication that comes before the Board.

- A discussion by Board Members regarding the Board Protocol Officer position ensued; it was decided to remove this item from the Business/Legislative Agenda until further clarification of the position is defined.

FOR INFORMATION ONLY

- I.** Parkway West Career and Technology Center Report *Ms. Annie Shaw*
Mr. Donald Howard - Alternate
- II.** SHASDA Report *Ms. Raeann Lindsey*
- III.** Golden Wings Foundation, Inc. Report *Mr. Donald Howard*
- IV.** PSBA/Legislative Report *Mr. Donald Howard*
- V.** Castle Shannon Borough Council Minutes *(Available Online)*
- VI.** Dormont Borough Council Minutes *(Available Online)*
- VII.** Green Tree Borough Council Minutes *(Available Online)*
- VIII.** Change in Committee Members – **Mr. David Hommrich** will replace **Ms. Raeann Lindsey** on the Cafeteria Committee. Ms. Lindsey will be on the Diversity Committee.

Executive Session

IX. EXECUTIVE SESSION

Prior to the Work Session, an Executive Session was held regarding personnel matters, negotiations, and litigation.

For Discussion

FOR DISCUSSION

Senate Bill 76

Senate Bill 76 – The Property Tax Independence Act

A discussion by Board Members followed regarding SB 76 and its future impact on school districts.

Superintendent’s Report

SUPERINTENDENT’S REPORT – Dr. William Stropkaj

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

BOARD ACTION REQUESTED

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

**SECOND READING
Policy No. 100**

I. SECOND READING OF POLICY NO. 100: COMPREHENSIVE PLANNING

It is recommended that the Board approve the SECOND READING of Policy No. 100: *Comprehensive Planning*.

**SECOND READING
Policy No. 101**

II. SECOND READING OF POLICY NO. 101: MISSION AND VISION STATEMENT/SHARED VALUES

It is recommended that the Board approve the SECOND READING of Policy No. 101: *Mission and Vision Statement/Shared Values*.

**SECOND READING
Policy No. 102**

III. SECOND READING OF POLICY NO. 102: ACADEMIC STANDARDS

It is recommended that the Board approve the SECOND READING of Policy No. 102: *Academic Standards*.

**SECOND READING
Policy No. 106**

IV. SECOND READING OF POLICY NO. 106: GUIDES FOR PLANNED INSTRUCTION

It is recommended that the Board approve the SECOND READING of Policy No. 106: *Guides for Planned Instruction*.

**SECOND READING
Policy No. 107**

V. SECOND READING OF POLICY NO. 107: ADOPTION OF PLANNED INSTRUCTION

It is recommended that the Board approve the SECOND READING of Policy No. 107: *Adoption of Planned Instruction*.

**SECOND READING
Policy No. 107.1**

VI. SECONDDREADING OF POLICY NO. 107.1: PROGRAM OF STUDIES

It is recommended that the Board approve the SECOND READING of Policy No. 107.1: *Program of Studies*.

**SECOND READING
Policy No. 111**

VII. SECOND READING OF POLICY NO. 111: LESSON PLANS

It is recommended that the Board approve the SECOND READING of Policy No. 111: *Lesson Plans*.

**SECOND READING
Policy No. 115**

VIII. SECOND READING OF POLICY NO. 115: CAREER AND TECHNICAL EDUCATION

It is recommended that the Board approve the SECOND READING of Policy No. 115: *Career and Technical Education*.

**SECOND READING
Policy No. 240**

IX. SECOND READING OF POLICY NO. 240: HOMELESS STUDENTS

It is recommended that the Board approve the SECOND READING of Policy No. 240: *Homeless Students*.

**FIRST READING
Policy No. 107.2**

X. FIRST READING OF POLICY NO. 107.2: COURSE SYLLABI

It is recommended that the Board approve the FIRST READING of Policy No. 107.2: *Course Syllabi*.

**FIRST READING
Policy No. 112**

XI. FIRST READING OF POLICY NO. 112: SCHOOL COUNSELING

It is recommended that the Board approve the FIRST READING of Policy No. 112: *School Counseling*.

**FIRST READING
Policy No. 116**

XII. FIRST READING OF POLICY NO. 116: TUTORIAL INSTRUCTION

It is recommended that the Board approve the FIRST READING of Policy No. 116: *Tutorial Instruction*.

**FIRST READING
Policy No. 117**

XIII. FIRST READING OF POLICY NO. 117: HOMEBOUND INSTRUCTION

It is recommended that the Board approve the FIRST READING of Policy No. 117: *Homebound Instruction*.

Professional Development

XIV. PROFESSIONAL DEVELOPMENT

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

Allyson Hepler

Allyson Hepler	American Library Association	\$1,185.00
	Annual Conference	
	Chicago, IL	
	June 22-27, 2017	

K. Hartbauer
J. Kirchner
M. Lowers
J. Sieg
K. Smykal

The following conference was approved at the February 21, 2017 Business/Legislative Meeting; however, the approved amount did not include one of the participants. Listed below is the same action item, but with the corrected amount.

Dr. Keith Hartbauer Professional Learning Communities \$4,710.12 Total
Joshua Kirchner Upper St. Clair School District
Michelle Lowers Pittsburgh, PA
Jeff Sieg July 19-21, 2017
Kim Smykal

Personnel Report

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

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

BOARD ACTION REQUESTED

Appointments

I. APPOINTMENTS

Paraprofessional
Lisa Androski

1. Classified Employee - Paraprofessional

In compliance with *Board Policy No. 850 – Employment of District Staff, the Keystone Oaks Educational Support Personnel Association/PSEA/NEA Agreement 2014-2018*, and receipt of all required legal documents, the Administration recommends the employment of:

Lisa Androski

Paraprofessional – Keystone Oaks High School/Keystone Oaks Middle School
Effective March 13, 2017
Salary – \$12.04 per hour

Substitute Custodian
Scott Cunningham

2. Substitute Custodian

In compliance with *Board Policy No. 505- Employment of Substitute and Short-Term Employees*, it is recommended that the Board approve **Scott Cunningham** as a substitute custodian at a pay rate of \$10.50 per hour, effective March 2, 2017.

Extra Duty

3. Extra Duty

In compliance with the *Keystone Oaks Educational Association 2011-2016, Article XXVII, Athletic Positions and Compensation*, it is recommended that the Board approve the following individual for the 2016/2017 school year:

<u>Sport</u>	<u>Position</u>	<u>Name</u>	<u>Stipend</u>
Tennis (Boys)	Assistant Coach	James Svidron	\$2,755.00

Finance Report

FINANCE REPORT – Mrs. Theresa Lydon

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

BOARD ACTION REQUESTED

Accounts Payable

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 February 28, 2017 (Check No. 53316–53473)	\$861,765.31
B.	Risk Management as of February 28, 2017 (None)	\$0.00
C.	Food Service Fund as of February 28, 2017 (Check No. 9117)	\$80.91
D.	Athletics as of February 28, 2017 (None)	\$0.00
E.	Capital Reserve as of February 28, 2017 (Check No. 1563)	\$11,177.18
	TOTAL	\$ 873,023.40

**AIU Program of Services
Budget – Finance Division**

II. AIU PROGRAM OF SERVICES BUDGET – FINANCE DIVISION

The Administration recommends that the Board approve the proposed 2017/2018 Allegheny Intermediate Unit Program of Services Budget in the amount of \$2,034,004.00. The Keystone Oaks School District’s contribution to the Program of Services Budget is estimated to be \$38,672.00 and will be determined by the Pennsylvania Department of Education according to District Aid Ratio and Weighted Average Daily Membership (WADM).

FOR INFORMATION ONLY

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

ACCT	DESCRIPTION	2016-2017 BUDGET TOTAL	2016-2017 FEBRUARY ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 28,874,424	\$ 28,090,915	\$ (783,509)
7000	State Revenue Sources	\$ 10,811,514	\$ 6,568,200	\$ (4,243,314)
8000	Federal Revenue Sources	\$ 847,073	\$ 496,416	\$ (350,657)
Total Revenue		\$ 40,533,011	\$ 35,155,531	\$ (5,377,480)
				(OVER)
				UNDER
				BUDGET
Expenditures				
100	Salaries	\$ 15,839,295	\$ 8,250,447	\$ 7,588,848
200	Benefits	\$ 10,401,758	\$ 5,305,373	\$ 5,096,385
	Professional/Technical			
300	Services	\$ 1,660,250	\$ 713,359	\$ 946,891
400	Property Services	\$ 1,215,100	\$ 805,742	\$ 409,358
500	Other Services	\$ 4,886,463	\$ 3,140,897	\$ 1,745,566
600	Supplies/Books	\$ 1,219,475	\$ 976,930	\$ 242,545
700	Equipment/Property	\$ 870,175	\$ 775,632	\$ 94,543
800	Other Objects	\$ 967,570	\$ 535,638	\$ 431,932
900	Other Financial Uses	\$ 3,895,000	\$ 3,638,120	\$ 256,880
Total Expenditures		\$ 40,955,086	\$ 24,142,138	\$ 16,812,948
Revenues exceeding Expenditures		\$ (422,075)	\$ 11,013,393	\$ 11,435,468

II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF FEBRUARY 2017

Bank Account - Status	Middle / High School	Athletics
Cash Balance – 02/01/2017	\$ 95,020.74	\$ 56,143.71
Deposits	\$ 2,302.00	\$ 2,619.66
Subtotal	\$ 97,322.74	\$ 58,763.37
Expenditures	\$ 2,530.90	\$ 0.00
Cash Balance - 02/28/2017	\$ 94,791.84	\$ 58,763.37

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF February 28, 2017

	BALANCE
GENERAL FUND	
FNB BANK	\$ 1,706,131
PAYROLL (pass-thru account)	\$ 16,756
FNB SWEEP ACCOUNT	\$ 260,285
ATHLETIC ACCOUNT	\$ 58,763
PLGIT	\$ 10,275,044
FNB Money Market	\$ 3,502,799
PSDLAF	\$ 155,164
INVEST PROGRAM	<u>\$ 171,542</u>
	<u>\$ 16,150,484</u>
CAFETERIA FUND	
FNB BANK	\$ 330,032
PLGIT	<u>\$ 714,345</u>
	<u>\$ 1,044,377</u>
CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$ 940,340
PLGIT - G.O. BOND SERIES C OF 2014/ 12-18	<u>\$ 760</u>
	<u>\$ 941,100</u>
RISK MANAGEMENT FUND/TAX REFUNDS	
FNB BANK	<u>\$ 274,639</u>
GRAND TOTAL	\$ 18,410,600

Transportation Report

TRANSPORTATION REPORT – Mr. Matthew Cesario

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

BOARD ACTION REQUESTED

I. REGULAR RUN BUS COMPANY – MATTHEW BUS COMPANY

It is recommended that the Board approve the three-year contract with Matthews Bus Company at the following rates and as per additional information provided to the Board:

- Year 1 (2017/2018) \$770,592
- Year 2 (2018/2019) \$793,710
- Year 3 (2019/2020) \$817,533

Public Comment

PUBLIC COMMENT - None

Adjournment

ADJOURNMENT

On the motion of Mr. Cesario, seconded by Mr. Howard, the meeting was adjourned at 7:37 p.m.

Motion passed 7-0

Respectfully submitted,

Charmaine Masztak
Assistant Board Secretary
Recording Board Secretary