

BOARD OF SCHOOL DIRECTORS

WORK SESSION
Tuesday, September 13, 2016
7:00 PM

MINUTES

Call to Order

President Patricia Ann Shaw called the meeting to order at 7:03 p.m.

Pledge

The meeting opened with the pledge to the flag.

Attendance

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

Ms. Crowell and Mr. Hommrich were absent.

Public Comment

PUBLIC COMMENT – None

Board President's Report

BOARD PRESIDENT'S REPORT – Ms. Patricia Ann Shaw

The following action items will be considered at the September 20, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Board Minutes

I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of August 9, 2016, and the Business/Legislative Minutes of August 16, 2016.

II. ADMINISTRATIVE EMPLOYEE COMPENSATION AND PERFORMANCE PLAN (ACT 93)

It is recommended that the Board approve the *Administrative Employee Compensation and Performance Plan (Act 93)*, effective July 1, 2016 through June 30, 2019.

Act 93

July 1, 2016–June 30, 2019

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. EXECUTIVE SESSION

Prior to the Work Session, the Board met in Executive Session regarding negotiations and personnel matters.

Superintendent's Report

SUPERINTENDENT'S REPORT – Dr. William Stropkaj

The following action items will be considered at the September 20, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

**Project Succeed Contract
Joel Vanucci – Director**

I. PROJECT SUCCEED CONTRACT – PROGRAM DIRECTOR 2016/2017

The Administration recommends that the Board approve the *Project Succeed Contract for Employment* of Joel Vanucci as Program Director for the 2016/2017 school year.

Removal of Policy No. 429

II. REMOVAL OF POLICY

In compliance with *Board Policy No. 003: Functions*, it is recommended that the Board abolish the following policy:

- **Board Policy No. 429: *Substitute Compensation***

Professional Development

III. PROFESSIONAL DEVELOPMENT

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

Dr. William Stropkaj Harvard Graduate School of Education’s \$2,900.00
Dr. Shannon Varley Project Zero – “Making Innovating Learning” (\$725.00 each)
Aaron Smith Pittsburgh, PA
Brian Werner Quaker Valley Middle School
 May 12-13, 2017

Education Report

EDUCATION REPORT – Ms. Raeann Lindsey

The following action item will be considered at the September 20, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Unusable and Unnecessary Textbooks

I. UNUSABLE AND UNNECESSARY TEXTBOOKS

The Administration recommends declaring the following textbooks unusable and unnecessary:

| <u>Textbook</u> | <u>Publisher</u> | <u>Copies</u> |
|--------------------------------|--------------------|------------------------|
| 1. Elements of Literature | Holt 2005 | 150 |
| 2. Literature | Prentice Hall 2005 | 70 each – Grades 6 & 7 |
| 3. Middle School Math Course 1 | Holt 2004 | 110 |
| 4. Middle School Math Course 2 | Holt 2004 | 200 |
| 5. Pre-Algebra | Holt 2004 | 214 |

For Information Only

Dr. Varley is currently working on selling any books if possible; if the books cannot sell, they will be used for internal projects, recycling, or donated to a good cause.

- A discussion by Board Members followed regarding information presented at the August 30, 2016 Education Committee Meeting; presentations by Mrs. Suzanne Lochie, Supervisor of Pupil Services and Ms. Desiree Burns, Supervisor of Special Education.

Pupil Personnel Report

PUPIL PERSONNEL REPORT – Dr. William Stropkaj

The following action item will be considered at the September 20, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

MedPro Waste Disposal

I. MEDPRO WASTE DISPOSAL, LLC

The Administration recommends that the Board approve MedPro Waste Disposal, LLC to secure the collection, transportation, treatment and disposal of

all regulated medical waste (except non-conforming waste) at a cost of \$160.00 every six (6) months.

Personnel Report

PERSONNEL REPORT – Mr. David Hommrich

The following action items will be considered at the September 20, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Appointments

APPOINTMENTS

1. Professional Employee

**Valerie Moore – Grade 3
Myrtle Elementary**

In compliance with *Board Policy No. 850 – Employment of District Staff*, and the *Keystone Oaks Education Association Agreement 2011-2016*, the Administration recommends the employment of:

Valerie Moore
Third Grade-Myrtle Elementary School
August 25, 2016
Salary-\$43,500.00 (M, Level 16)

2. Long-Term Substitute

**Long-Term Substitute
Kaitlin Hensel
Kindergarten
Myrtle Elementary**

In compliance with *Board Policy No. 405 – Employment of Substitute Professional Employees*, the Administration recommends the employment of:

Kaitlin Hensel
Kindergarten – Myrtle Elementary School
Salary – \$43,000.00 (B+24, Level 16) (Prorated)
Effective – September 1, 2016

3. Cyber School Program

Cyber School Program

In compliance with the *Keystone Oaks Education Association Agreement 2011-2016*, it is recommended that the Board approve the following individuals as Cyber School teachers for the 2016/2017 school year:

| | |
|---------------------------|--------------------|
| Jennifer Bogdanski | English |
| Mark Elphinstone | Special Education |
| Ken Hustava | Physical Education |
| Joshua Kirchner | Mathematics |
| Joan Young | Social Studies |
| Allyson Becker | Science |

**Project Succeed
Science Teacher**

The range of pay is between \$27.83 and \$44.12 per period based on years of service to the District.

4. Project Succeed

It is recommended that the Board approve the following individual as a Project Succeed instructor for the 2016/2017 school year:

Annamarie Wyland Science

**Recall of Furloughed
Paraprofessionals**

5. Recall of Furloughed Paraprofessionals

It is recommended that the Board approve the recall from furloughed status of the following paraprofessionals as of the date indicated:

| <u>Name</u> | <u>Return Date</u> |
|------------------------|--------------------|
| Christine Casto | August 29, 2016 |
| John Foster | September 12, 2016 |
| Karen MacKay | To Be Determined |
| Sherri Welsh | September 12, 2016 |

- A discussion by Board Members followed regarding furlough seniority.

Substitute Custodians

6. Substitute Custodians

In compliance with *Board Policy No. 505- Employment of Substitute and Short-Term Employees and the Keystone Oaks Service Employees International Union Agreement 2009-2017*, it is recommended that the Board approve the following individuals as substitute custodians pending receipt of all required legal documents and clearances at a pay rate of \$10.50 per hour:

| | |
|------------------------------|---------------------------|
| Daniel Amman | Effective August 23, 2016 |
| Edward Keating | Effective August 8, 2016 |
| Thadeus Weitershausen | Effective August 23, 2016 |

Food Service Personnel

7. Food Service Personnel

In compliance with *Board Policy No. 850 – Employment of District Staff*, it is recommended that the Board approve the following individuals as Food Service employees pending receipt of all required legal documents and clearances, for the 2016/2017 school year:

| <u>Name</u> | <u>School</u> | <u>Hourly Wage</u> |
|--------------------|---------------|--------------------|
| Tina Blodgett-Darr | Middle School | \$ 9.00 |
| Amy Jo Dietz | Middle School | \$ 9.00 |
| Carole Salvato | High School | \$ 9.00 |

Athletic Coaches

8. Athletic Coaches

In compliance with the *Keystone Oaks Education Association Agreement 2011-2016, Keystone Oaks Educational Association 2011-2016, Article XXVIII, Section B – Athletic Positions and Compensation*, it is recommended that the Board approve the following individuals as coaches for Fall sports, pending receipt of all legal documents and clearances, for the 2016/2017 school year:

| <u>Coach</u> | <u>Sport</u> | <u>Compensation</u> |
|---------------|-----------------------------------|---------------------|
| John McCarthy | Boys Soccer Assist. Varsity Coach | \$3,270.00 |
| Donda Snell | KOMS Volleyball Coach | \$2,455.00 |
| David Cortez | Football Coach | Volunteer |

Sponsors and Stipends

9. Approval of Activities - Sponsors and Stipends

In compliance with the *Keystone Oaks Educational Association 2011-2016, Article XXVIII, Section C – Activities Positions and Compensation*, it is recommended that the following individuals be approved as sponsors for the 2016/2017 school year:

| <u>Employee</u> | <u>Position</u> | <u>Compensation</u> |
|---------------------|---------------------------|---------------------|
| Michelle McSwigan | Academic Competition | \$1,300.00 |
| OPEN | Adventure Club | \$1,100.00 |
| Heather Hakos-Hruby | Art Club | \$1,100.00 |
| William Eibeck | Auditorium Director | \$2,650.00 |
| Shane Hallam | Auditorium Director | \$2,650.00 |
| OPEN | Best Buddy Club – MS | \$1,100.00 |
| Joyelle Galiszewski | Best Friends Club | \$1,100.00 |
| William Eibeck | Choir (Chorus) | \$1,100.00 |
| William Eibeck | Concert Band | \$1,100.00 |
| William Eibeck | Marching Band | \$4,700.00 |
| Diana Vitenas | Environmental Club-HS | \$1,100.00 |
| Kelly Connolly | Forensics – High School | \$3,050.00 |
| Judith Copenheaver | Forensics – High School | \$3,050.00 |
| Kelly Connolly | Forensics – Middle School | \$3,050.00 |
| Julie O’Mara | French Club | \$1,100.00 |
| Beth Smith | Future Business Leaders | \$1,650.00 |

| | | |
|--------------------------|------------------------|------------|
| Rebekah Brooks | GSA Club | \$1,100.00 |
| Linda Celli | HS Yearbook | \$2,950.00 |
| Beth Smith | Junior Class | \$1,100.00 |
| Kim Smykal | Keynote | \$1,650.00 |
| Teresa Limerick | KOTV Video Club | \$1,100.00 |
| Josh Kirchner | Math Club | \$1,100.00 |
| Judi Fritz | Medical Careers | \$1,100.00 |
| OPEN | MS Musical | \$2,325.00 |
| Lisa McMahan | MS Outdoor Environment | \$1,100.00 |
| Sarah Hardner | MS Yearbook | \$1,100.00 |
| Amy Torcaso | MS Yearbook | \$1,100.00 |
| Nancy Kraemer | Modern Dance | \$1,100.00 |
| Suzanne Deemer | National Honor Society | \$1,100.00 |
| Jessica Dobson | Odyssey of the Mind | \$3,050.00 |
| Kelly Connolly | Pep Club | \$1,100.00 |
| Madeline Kay | PJAS – High School | \$2,950.00 |
| OPEN | PJAS Assistant | \$1,650.00 |
| Ben Stewart | PJAS – Middle School | \$3,050.00 |
| Nancy Kraemer | SADD | \$1,100.00 |
| Michelle McSwigan | Science Club | \$1,100.00 |
| Beth Smith | Senior Class/Prom | \$1,100.00 |
| Lisa Forlini | Spanish Club | \$1,100.00 |
| William Eibeck | Stage Crew | \$1,100.00 |
| Nick Kamberis | Strength Club | \$1,100.00 |
| Jennifer Tom | Students-In-Action | \$1,300.00 |
| Joan Young | Student Senate | \$1,100.00 |
| Michael Magri | Technology Club | \$1,100.00 |
| Nancy Kraemer | Varieties | \$2,950.00 |
| Paul Kirsch | Young Marines | \$ 550.00 |
| Bettina Radcliff | Young Marines | \$ 550.00 |

Bus Duty

| | | |
|---------------------------|-------------------------|------------|
| Michael Magri | Middle/High School – AM | \$1,350.00 |
| Dennis Sarchet | Middle/High School – AM | \$1,350.00 |
| Andrew Bocchicchio | Middle/High School – AM | \$1,350.00 |
| Shane Hallam | Middle/High School – AM | \$1,350.00 |
| Steve McCormick | Middle/High School – AM | \$1,350.00 |
| Jen Bogdanski | Middle/High School – PM | \$1,350.00 |
| Cynthia Soberg | Middle/High School – PM | \$1,350.00 |
| Michele Lowers | Middle/High School – PM | \$1,350.00 |
| Diana Vitenas | Middle/High School – PM | \$1,350.00 |
| Bill Opperman | Aiken Elementary | \$ 675.00 |
| Jennifer Watenpool | Aiken Elementary | \$ 675.00 |

| | | |
|--------------------------|--------------------|------------|
| Lori DeMartino | Dormont Elementary | \$1,350.00 |
| Patricia Peterson | Dormont Elementary | \$1,350.00 |
| Kristie Rosgone | Myrtle Elementary | \$1,350.00 |
| Lauren Obringer | Myrtle Elementary | \$1,350.00 |
| Matthew Paradise | Myrtle Elementary | \$ 900.00 |
| OPEN | Myrtle Elementary | \$ 450.00 |

KO Recreational Swim Program Staff

10. Keystone Oaks Recreational Swim Program Staff

It is recommended that the Board approve the following individuals for the Keystone Oaks Recreational Swim Staff at the rates listed below for the 2016/2017 school year:

Instructor (I), Supervisor (S), Guard (G)

| | |
|-----------------------------|---------|
| Rachel Constantini | (I,G) |
| Joanne Dressler | (I) |
| Kaitlin Flaherty | (I,G) |
| Maria Lydon | (I,G) |
| Michael Lydon | (I,G) |
| Jacob Maley | (I,G) |
| Tom McMullen | (I,S,G) |
| Ben Morton | (I,G) |
| Austin Oleksak | (I,G) |
| Lori Oleksak | (I,S,G) |
| Jakeb Pagesh | (I,G) |
| Jana Pahler | (I,S,G) |
| Janet Russo | (I,S,G) |
| Amy Torcaso | (I,S,G) |
| Gabrielle Wockenfuss | (I,G) |

Pay Rates

- Water Aerobics Instructors \$20.00/hour
- Adult Supervising Instructors \$14.00/hour
- Instructors with Water Safety Training \$10.00/hour
- Student Instructors without Water Safety Instruction \$7.25/hour
- Adult Program Supervisor \$10.00/hour
- Lifeguards \$7.25/hour

Finance Report

FINANCE REPORT – Mrs. Theresa Lydon

The following action item will be considered at the September 20, 2016 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 *To Be Provided*
- B. Risk Management *To Be Provided*
- C. Food Service Fund *To Be Provided*
- D. Athletics *To Be Provided*
- E. Renovations *To Be Provided*

FOR INFORMATION ONLY

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

| ACCT | DESCRIPTION | 2016-2017 BUDGET TOTAL | 2016-2017 AUGUST ACTUAL | MONTH END + ESTIMATED PROJECTION | OVER (UNDER) BUDGET |
|--|-------------------------|------------------------------|---|--|----------------------------------|
| Revenue | | | | | |
| 6000 | Local Revenue Sources | | | | |
| 7000 | State Revenue Sources | | | | |
| 8000 | Federal Revenue Sources | | | | |
| Total Revenue | | | | | |
| | | | | | (OVER) UNDER BUDGET |
| Expenditures | | | | | |
| 100 | Salaries | | | | |
| 200 | Benefits | | | | |
| | Professional/Technical | | | | |
| 300 | Services | | | | |
| 400 | Property Services | | | | |
| 500 | Other Services | | | | |
| 600 | Supplies/Books | | | | |
| 700 | Equipment/Property | | | | |
| 800 | Other Objects | | | | |
| 900 | Other Financial Uses | | | | |
| Total Expenditures | | | | | |
| Revenues exceeding Expenditures | | | | | |

II. BANK BALANCES

To Be Provided

BANK BALANCES PER STATEMENT AS OF AUGUST 31, 2016

| | <u>DATE</u> <u>BALANCE</u> |
|---|-------------------------------|
| GENERAL FUND | |
| FNB BANK | |
| PAYROLL (pass-thru account) | |
| FNB SWEEP ACCOUNT | |
| PLGIT | |
| PSDLAF | |
| INVEST PROGRAM | |
| | <hr/> <hr/> |
| CAFETERIA FUND | |
| FNB BANK | |
| PLGIT | |
| | <hr/> <hr/> |
| CONSTRUCTION FUND / CAP RESERVE | |
| FNB BANK | |
| PLGIT - GENERAL ACCOUNT | |
| PLGIT - G.O. BOND SERIES C OF 2014/ 12-18 | |
| | <hr/> <hr/> |
| RISK MANAGEMENT FUND/TAX REFUNDS | |
| FNB BANK | |
| GRAND TOTAL | |
| | <hr/> <hr/> <hr/> |

Transportation Report

TRANSPORTATION REPORT – Mr. Matthew Cesario

The following action items will be considered at the September 20, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

I. TRANSPORTATION

It is recommended that the Board approve the Transportation Program for the 2016/2017 school year as presented in the Transportation Booklet.

| <u>Program</u> | <u>Company</u> |
|----------------------------------|-----------------------|
| Exceptional Children and Act 372 | First Student Transit |
| Port Authority Transit | |
| Regular District Transportation | Matthews Bus Company |
| Parent Contracts | |

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 for the 2016/2017 school year.

- **A discussion regarding Facilities was led by Mr. Cesario:**
 1. Descaling of the hot water boilers at the high school
 2. Dugouts at the softball field at the high school; (Action item for Sept. 20, 2016)
 3. Sale of Aiken fields to Green Tree Borough

Public Comment

PUBLIC COMMENT – None

Adjournment

ADJOURNMENT

On the motion of Mr. Howard, seconded by Ms. Lindsey, the meeting was adjourned at 7:41 p.m.

Motion passed 7-0

Respectfully submitted,

Sharon Gologram
Board Secretary

Charmaine Masztak
Assistant Board Secretary
Recording Board Secretary