

KEYSTONE OAKS SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS

WORK SESSION
Tuesday, September 8, 2015
7:00 PM

MINUTES

Call to Order

President Patricia Ann Shaw called the meeting to order at 7:08 p.m.

Attendance

Those present included: Mr. Cesario, Mr. Domalik, Mr. Finucan, Mr. Hommrich, Mr. Howard, Ms. Lindsey 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

Mr. Brownlee and Ms. Crowell were absent.

Public Comment

PUBLIC COMMENT – None

Board President's Report

BOARD PRESIDENT'S REPORT – Ms. Patricia Ann Shaw

The following action item will be considered at the September 15, 2015 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Board Minutes

I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of August 11, 2015, and the Business/Legislative Minutes of August 18, 2015.

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)*

Executive Session

VIII. EXECUTIVE SESSION

Prior to the Work Session, an Executive Session was held regarding Personnel, a confidential student matter, and possible litigation.

Superintendent’s Report

SUPERINTENDENT’S REPORT – Dr. William Stropkaj

The following action items will be considered at the September 15, 2015 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Resolution Regarding Games of Chance Boosters

I. RESOLUTION REGARDING GAMES OF CHANCE – BOOSTERS

The Administration recommends the approval of the following Resolution recognizing certain civic and service associations for purposes of conducting small games of chance:

RESOLUTION RECOGNIZING CERTAIN CIVIC AND SERVICE ASSOCIATIONS FOR PURPOSES OF CONDUCTING SMALL GAMES OF CHANCE

WHEREAS, the Keystone Oaks School District desires to recognize certain civic and service associations, such as booster organizations, pursuant to the requirements of the Small Games of Chance Act, 10 P.S. § et seq., as amended (the “Act”); and

WHEREAS, civic and service associations, which are non-profit organizations established to promote and encourage participation and support for extracurricular activities within the established primary and

secondary public school system, are required by the Act to obtain a license for conducting small games of chance.

NOW THEREFORE, BE IT RESOLVED by the Board of School Directors of the Keystone Oaks School District that each of the following booster club(s) and organization(s) are recognized by the Keystone Oaks School District as a civic and service association as that term is defined in the Act in that it is a non-profit organization, established to promote and encourage participation and support for extracurricular activities within the Keystone Oaks School District:

Band – Keystone Oaks Parent Society (KOPS)

Baseball – Keystone Oaks Boys Baseball Club (KOBBC)

Basketball – Boys – Keystone Oaks Boys Basketball Boosters Association (KOBBA)

Basketball – Girls – Keystone Oaks Girls Basketball Boosters (KOGBB)

Football – Keystone Oaks Gridiron Club

Golf – Golf Boosters

Soccer – Boys – Boys Soccer Boosters

Soccer – Girls – Keystone Oaks Lady Eagles Soccer (KOLES)

Softball – Keystone Oaks Lady Eagles Fast Pitch Boosters (KOLEFP)

Swimming – Keystone Oaks Swimming & Diving

Volleyball – Girls – Keystone Oaks Lady Eagles Volleyball

Wrestling – “Oaks Wrestling Parents”

Adopted by the Board of School Directors of the Keystone Oaks School District at a duly convened public meeting, this 15TH day of September, 2015.

ATTEST:

Secretary

KEYSTONE OAKS SCHOOL DISTRICT

BY: _____

President,
Board of School Directors

- A discussion by Board Members followed regarding adding verbiage stating “for the 2015/2016 school year.”

FIRST READING
Policy No. 212

II. FIRST READING OF REVISED POLICY NO. 212: REPORTING PUPIL PROGRESS

It is recommended that the Board approve the FIRST READING of revised Policy No. 212: *Reporting Pupil Progress*.

- A discussion by Board Members followed regarding the policy.

FIRST READING
Policy No. 219

III. FIRST READING OF REVISED POLICY NO. 219: STUDENT COMPLAINT PROCESS

It is recommended that the Board approve the FIRST READING of revised Policy No. 219: *Student Complaint Process*.

- A discussion by Board Members followed regarding suggested changes to the policy.

FIRST READING
Policy No. 808.1

IV. FIRST READING OF POLICY NO. 808.1: FOOD SERVICE STUDENT ACCOUNT CHARGES

It is recommended that the Board approve the FIRST READING of Policy No. 808.1: *Food Service Student Account Charges*.

FIRST READING
Policy No. 827

V. FIRST READING OF POLICY NO. 827: TRAVEL EXPENSE REIMBURSEMENT

It is recommended that the Board approve the FIRST READING of Policy No. 827: *Travel Expense Reimbursement*.

- A discussion by Board Members followed regarding the policy.

FIRST READING
Policy No. 906.1

VI. FIRST READING OF REVISED POLICY NO. 906.1: TITLE I COMPLAINT RESOLUTIONS

It is recommended that the Board approve the FIRST READING of revised Policy No. 906.1: *Title I Complaint Resolutions*.

Professional Development

VII. PROFESSIONAL DEVELOPMENT

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

Dr. William Stropkaj

Dr. William Stropkaj Allegheny Intermediate Unit’s *No cost to District*
Superintendents’ Development Workshop
Bedford Springs, PA
October 7, 8, 9, 2015

Joseph Arcuri
Mark Iampietro

Joseph Arcuri Principal Leadership Workshops 2015-2016 \$1,000.00
Mark Iampietro Tri-State Area School Study Council
October 29 & December 3, 2015; March 3 & May 5, 2016
(General Funds)

Dr. Michele Lowers

Dr. Michele Lowers Forging a Future: A Language Revolution \$1,050.00
(Presenter) PA State Modern Language Association (PSMLA)
King of Prussia, PA
October 16-17, 2015 (General Funds)

Cindy Mentzer

Cindy Mentzer PA Speech and Debate Association Conference \$406.15
State College, PA
October 23-24, 2015 (Activities Fund)

Education Report

EDUCATION REPORT – Ms. Raeann Lindsey

The following action item will be considered at the September 15, 2015 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Arts Education
Collaborative Agreement

I. ARTS EDUCATION COLLABORATIVE AGREEMENT

The Administration recommends that the Board approve entering into an agreement with the Arts Education Collaborative to facilitate professional and curriculum development for the music and visual arts departments at a cost of \$7,429.05, effective for the 2015/2016 school year.

For Information Only

This is a continuation of the self-study completed last year (2014/2015).

Personnel Report

PERSONNEL REPORT – Mr. David Hommrich

The following action items will be considered at the September 15, 2015 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Appointments

I. APPOINTMENTS

Substitute Teachers

1. 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, pending receipt of all legal documents and clearances, for the 2015/2016 school year:

<u>Name</u>	<u>Subject</u>
Sandra Baker	Early Childhood N-3/Elem K-6
Rachel Baricevic	Elem K-4/Special Ed K-8
Jared Beadle	Elem K-4/Special Ed K-8
Christina Boudreaux	Elem K-4
Katilin Hensel	Elem K-4/Reading Specialist
Paul Pollock	Mid-Level English 4-8
Renee Lynn Skinner	Elem K-6
Julia Todd	Elem K-6/Special Ed PK-12/ Mid-Level English 6-9
Samantha Walsh	Elem K-4/Special Ed K-8

Substitute Health Aides

2. Substitute Health Aides

In compliance with Board *Policy No.505 – Employment of Substitute Classified Employees*, it is recommended that the Board approve the following individuals, pending receipt of all legal documents and clearances, as substitute health aides for the 2015/2016 school year:

Joyce Socol

Jessica Thieret

Tenure

3. Tenure

In compliance with *Board Policy No. 404 – Employment of Professional Employees*, it is recommended that the Board recognize the following individuals as having completed the requirement according to the Commonwealth of Pennsylvania and achieving tenure with a Professional Contract:

<u>Employee Effective</u>	<u>School</u>
Dena DeChellis	August 23, 2015
Elisa DiTullo	August 23, 2015
Sarah Hardner	August 23, 2015
Lauren Harvilla	August 23, 2015
Robert Naser	August 23, 2015
Kelly Seltzer	August 23, 2015
Lisa Waskiewicz	August 23, 2015

Cyber School Program

4. 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 2015/2016 school year:

Jennifer Bogdanski	English
Mark Elphinstone	Special Education
Ken Hustava	Physical Education
Joshua Kirchner	Mathematics
Joan Young	Social Studies
John Buffington	Science

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

Health Aide
Aretina Gdovic

5. Health-Aide – Aretina Gdovic

In compliance with *Board Policy No. 504 – Employment of Classified Employees and the Keystone Oaks Educational Support Personnel Association Agreement 2009-2014*, it is recommended that the Board approve the following individual as a health aide, pending receipt of all legal documents and clearances, for the 2015/2016 school year:

Aretina Gdovic
Dormont Elementary/Middle School
5 days/week
Effective date September 10, 2015
Salary – \$15.81 per hour

Paraprofessional
Rosa Arzenti

6. Paraprofessional – Rosa Arzenti

In compliance with *Board Policy No. 504 – Employment of Classified Employees and the Keystone Oaks Educational Support Personnel Association Agreement 2009-2014*, it is recommended that the Board approve the following individual as a paraprofessional, pending receipt of all legal documents and clearances, for the 2015/2016 school year:

Rosa Arzenti Myrtle Elementary School Effective August 31, 2015
 Full-Time
 Hourly Rate - \$11.51

**Custodian
 Christopher Mastendrea**

7. Custodian – Christopher Mastendrea

In compliance with *Board Policy No. 504- Employment of Classified Employees and the Keystone Oaks Service Employees International Union Agreement 2009-2017*, it is recommended that the Board approve the following individual as a full-time custodian:

Christopher Mastendrea
 District-wide
 Full-time
 Effective September 15, 2015
 Salary - \$26,559.31

**Head Custodian Contract
 Jack Priore**

8. Head Custodian Contract – Jack Priore

The Administration recommends the approval of a continued contract for **Jack Priore**, Head Custodian, Myrtle Avenue Elementary, retroactive to July 1, 2015 through June 30, 2017. Mr. Priore’s salary for the 2015/2016 school year will be \$33,978.75.

Food Service Personnel

9. Food Service Personnel

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, pending receipt of all legal documents and clearances, for the 2015/2016 school year:

<u>Name</u>	<u>School</u>	<u>Hourly Wage</u>
Gina Delfine	Aiken	\$12.00
Lyssa Glaze	Aiken	\$ 9.00
Tina Aubrey	High School	\$9.00
Jill Vogel	High School	\$9.00

Leaves of Absence

10. Leaves of Absence

It is recommended that the Board approve the following employees – C.C.; B.F.; and W.E. for Family and Medical Leave for the 2015/2016 school year.

Athletic Coaches

11. Athletic Coaches

In compliance with the *Keystone Oaks Education Association Agreement 2011-2016*, it is recommended that the Board approve the following Fall sports individuals as a coaches, pending receipt of all legal documents and clearances, for the 2015/2016 school year:

<u>Coach</u>	<u>Sport</u>	<u>Compensation</u>
Kobe Phillipi	KOMS Football Assistant Coach	\$1,637.50
Mike Orosz	KOMS Football Assistant Coach	\$1,637.50
Gualberto Pintor Coach	KOMS Soccer Assistant	\$2,660.00

Sponsors & Stipends

12. Approval of Activities - Sponsors and Stipends

In compliance with the *Keystone Oaks Educational Association 2011-2016, Article XXVIII, Activities Positions and Compensation*, it is recommended that the following individuals be approved as sponsors for the 2015/2016 school year:

<u>Employee</u>	<u>Position</u>	<u>Compensation</u>
Michelle McSwigan	Academic Compensation	\$1,300.00
Beth Smith	Activities Coordinator-HS	\$3,000.00
Patrick Falsetti	Activities Coordinator-MS	\$3,000.00
Michele Lowers	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
Joyelle Galiszewski	Best Friends Club	\$1,100.00
William Eibeck	Choir (Chorus)	\$1,100.00
William Eibeck	Concert Band	\$1,100.00
John Buffington	Environmental Club	\$1,100.00
Cindy Mentzer	Forensics – High School	\$3,050.00
Judith Copenheaver	Forensics – High School	\$3,050.00
Cindy Mentzer	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
Donald Bowlin	Junior Class	\$1,100.00
Chelsea Fredrickson	Kaydeens	\$1,650.00
Kim Smykal	Keynote	\$1,650.00
Teresa Limerick	KOTV Video Club	\$1,100.00
Cynthia Mancini-Beasock	Marching Band Assist.	\$2,400.00
Randy Tobias	Math Club	\$1,100.00

Sue Grand	Medical Careers	\$1,100.00
Shane Hallam	MS Musical	\$2,325.00
TBD	MS Outdoor Environment	\$1,100.00
Lisa McMahon	MS Yearbook	\$1,100.00
Emily Brill	MS Yearbook	\$1,100.00
Nancy Kraemer	Modern Dance	\$1,100.00
Amy Longo	National Honor Society	\$1,100.00
Geoff Dobson	Odyssey of the Mind	\$3,050.00
Kelly Connolly	Pep Club	\$1,100.00
Jeffrey Sieff	Percussion Coordinator	\$1,800.00
Nadine Psani	PJAS – High School	\$2,950.00
Diane Flaherty	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
Donald Bowlin	Senior Class/Prom	\$1,650.00
Chelsea Fredrickson	Silks	\$1,550.00
Michele Lowers	Spanish Club	\$1,100.00
William Eibeck	Stage Crew	\$1,100.00
Jeffrey Sieg	Strength Club	\$1,100.00
Jennifer Chambers	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
Joseph Villani	Middle/High School – AM	\$1,350.00
Amy Longo	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

KO Recreational Swim Program Staff

13. 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:

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

- Rachel Constantini** (I,G)
- Joanne Dressler** (I)
- Kaitlin Flaherty** (I,G)
- Kevin Koontz** (I,S,G)
- Maria Lydon** (I,G)
- Mike Lydon** (I,G)
- Jacob Maley** (I,G)
- Tom McMullen** (I,S,G)
- Ben Morton** (I,G)
- Lori Oleksak** (I,S,G)
- Zach Olsen** (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

Corrected Salary

II. CORRECTED SALARY

The Administration recommends that the Board approve the corrected salary for **Abigal Rohe**, Kindergarten, Dormont Elementary, at \$43,500.00 (M, Level 16).

Finance Report

FINANCE REPORT – Mr. Daniel Domalik

The following action items will be considered at the September 15, 2015 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Accounts Payable
Approval Lists

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 2015 - 2016 BUDGET to ACTUAL / PROJECTION
To Be Provided

II. CASH, CASH EQUIVALENTS AND RELATED INTEREST INCOME
To Be Provided

III. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS
To Be Provided

**IV. FOOD SERVICE EXPENDITURE/REVENUE 2015 – 2016 BUDGET
to ACTUAL**
To Be Provided

Facilities Report

FACILITIES REPORT – Mr. Matthew Cesario

The following action items will be considered at the September 15, 2015 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Change Order
Replacement of Trench
Drain – Loading Dock

**I. CHANGE ORDER FOR REPLACEMENT OF TRENCH DRAIN –
LOADING DOCK**

It is recommended that the Board approve a change order (No. 7) to remove and replace the existing trench drain at the loading dock at the rear of the Keystone Oaks Middle/High Schools at a cost of \$2,499.58.

Change Order
Installation of Additional
Barrier Gate

**II. CHANGE ORDER FOR INSTALLATION OF ADDITIONAL BARRIER
GATE**

It is recommended that the Board approve a change order (No. 7) provide and install an additional Barrier Gate, 26 feet wide, with hold-back clips at a cost of \$4,950.00.

- A discussion by Board Members followed regarding the barrier gate.

KO Recreational Swim
Program – Program and
Rental Fees

**III. KEYSTONE OAKS RECREATIONAL SWIM PROGRAM –
PROGRAM AND RENTAL FEES**

It is recommended that the Board approve the following program and rental fees for the Keystone Oaks Recreational Swim Program:

Program Fees

Program Fees

- Family Pass (2 Adults and 3 children) \$60.00
- Adult Pass \$30.00
- Student Pass \$15.00
- Daily Admission Fee – Resident \$2.00
- Daily Admission Fee – Non-Resident \$4.00
- Children Swim Lessons (6 lessons) \$35.00
- Preschool Swim Lessons (5 classes) \$25.00
- Lifeguard Training – Includes first aid and CPR) \$200.00
- Water Aerobics (20 classes) \$70.00
- Water Safety Instructor Training \$195.00
- CPR for the Professional Rescuer Classes \$50.00
- Other Programs in response to need To Be Announced

Rental Fees

Rental Fees

Resident (Copy of photo ID with permit; compared on day of rental)

- 1-30 People \$55.00
- 31-60 People \$60.00

Non-Resident

- 1-30 People \$80.00
- 31-60 People \$85.00

For Information Only

The resident and non-resident rental fees have been increased by \$5.00 each from last year.

- A discussion by Board Members followed regarding the pool water temperature.

Activities & Athletics Report

ACTIVITIES & ATHLETICS REPORT – Mr. Robert Brownlee

The following action items will be considered at the September 15, 2015 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Overnight Trips

OVERNIGHT TRIPS

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

KO Speech & Debate Team

Keystone Oaks Speech and Debate Team

M & M Invitational Speech & Debate Tournament

Penn State – Behrend Campus

Erie, PA

Friday-Saturday – October 30-31, 2015

Sponsor(s) – **Cindy Mentzer, Judy Copenheaver**

Chaperone – Diane Flaherty

Approximate number of students participating – 10

Approximate cost per student - \$84.12 (Raised through fund raisers & student payments)

Total cost to District – \$841.21 (Activities Account)

Varsity Swim Team

Varsity Swim Team

International Swimming Hall of Fame

Ft. Lauderdale, FL

Friday-Wednesday – November 27 – December 2, 2015

Sponsor – **William Straw**

Chaperones – Theresa Lydon, Carrie O'Connor

Approximate number of students participating – 15

Approximate cost per student - \$700.00 (Raised through fund raisers & student payments)

Total cost to District – Bus rental for one way only (Approximately \$190.00)

Public Comment

PUBLIC COMMENT - None

Adjournment

ADJOURNMENT

On the motion of Mr. Hommrich, seconded by Ms. Shaw, the meeting was adjourned at 8:33 p.m.

Motion passed 7-0

Respectfully submitted,

Sharon Gologram
Board Secretary

Charmaine Masztak
Assistant Board Secretary
Recording Board Secretary