

# BOARD OF SCHOOL DIRECTORS

**WORK SESSION**  
**Tuesday, February 11, 2020**  
**7:00 PM**

## *MINUTES*

<b>Call to Order</b>	President Patricia Ann Shaw called the meeting to order at 7:00 p.m.
<b>Pledge</b>	The meeting opened with the pledge to the flag.
<b>Attendance</b>	<p>Those present included: Ms. Crowell, Mrs. Donahue, Mr. LaPorte, Ms. Lindsey, Mrs. Lydon, Mr. Raso and Ms. Shaw. Also present were Dr. William P. Stropkaj, Superintendent; Dr. Shannon Varley, Director of Curriculum, Instruction, Assessment and Staff Development; Mr. Joseph Kubiak, Business Manager/Board Secretary; Mr. Michael Brungo, Solicitor; and Mrs. Maureen S. Myers, Assistant Board Secretary/Recording Secretary.</p> <p>Mr. Cesario and Ms. Evans were absent.</p>
<b>KO Designs</b>	Dr. Stropkaj recognized Mr. Wetzel, Mr. Sarchet and the students of the KO Designs for their work they have completed so far this year.
<b>Peace Poster Contest</b>	Dr. Stropkaj recognized Elijah Hubinsky for placing 3 <sup>rd</sup> Place in the Peace Poster Contest.
<b>Academic Achievement</b>	Dr. Varley reported on the District's Academic Achievement thus far this year.
<b>Board President's Report</b>	<p><b>BOARD PRESIDENT'S REPORT – Ms. Patricia Ann Shaw</b></p> <p>The following action items will be considered at the February 18, 2020 Business/Legislative Meeting:</p> <p><b><u>BOARD ACTION REQUESTED</u></b></p>
<b>Board Minutes</b>	<p><b>BOARD MINUTES</b></p> <p>It is recommended that the Board approve the Work Session Minutes of January 14, 2020 and the Business/Legislative Minutes of January 21, 2020.</p>
<b>For Information Only</b>	<p><b><u>FOR INFORMATION ONLY</u></b></p> <p>I. Parkway West Career and Technology Center Report <i>Ms. Annie Shaw</i></p> <p>II. SHASDA Report <i>Mr. Santo Raso</i></p> <p>III. PSBA/Legislative Report <i>Mrs. Theresa Lydon</i></p>

- Discussion was had regarding a variety of items, one specifically in regard to the Charter Bill.

IV. News from the Boroughs

**Executive Session**

**EXECUTIVE SESSION**

Executive Session was held prior to this evenings Work Session meeting to discuss personnel and collective bargaining agreements.

**Education Report**

**EDUCATION REPORT – Mrs. Theresa Lydon**

The following action items will be considered at the February 18, 2020 Business/Legislative Meeting:

**BOARD ACTION REQUESTED**

**CCAC Agreement**

**AGREEMENT WITH THE COMMUNITY COLLEGE OF ALLEGHENY COUNTY**

The Administration recommends that the Board approve the continued Dual Enrollment Programs Agreement between the Community College of Allegheny County and the Keystone Oaks School District.

**RMU**

**AFFILIATION AGREEMENT WITH ROBERT MORIS UNIVERSITY**

The Administration recommends that the Board renew the Affiliation Agreement for Internship/ Practicum/ Pre-Clinical and Student Teaching between Robert Morris University and the Keystone Oaks School District.

**Communications Report**

**COMMUNICATION REPORT – Ms. Neely Crowell**

The following action items will be considered at the February 18, 2020 Business/Legislative Meeting:

**BOARD ACTION REQUESTED**

**Discussion**

**FOR DISCUSSION ONLY**

- ESchoolView – Boxcast

**Personnel Report**

**PERSONNEL REPORT – Ms. Patricia A. Shaw & Mr. Matthew Cesario**

The following items will be considered at the February 18, 2020 Business/Legislative Meeting.

**BOARD ACTION REQUESTED**

**Resignations**

**RESIGNATIONS**

It is recommended that the Board accept the following resignations:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Sheila Bell	Paraprofessional – Nurses’ Assistant	February 17, 2020
Robin Phillips	Food Service Worker	January 30, 2020

**Mentor Teachers**

**MENTOR TEACHERS**

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2017/2020*, it is recommended that the following **mentor teachers** be approved and receive payment for the 2019/2020 school year:

<b>Marlo Fryer</b>	\$362.50 (first semester)
<b>Michael Orsi</b>	\$181.25 (first 9 weeks)

**Approval of Athletic Positions & Stipends**

**APPROVAL OF ATHLETIC POSITIONS AND STIPENDS**

A. In compliance with the *Keystone Oaks Education Association Agreement 2017/2020*, it is recommended that the Board approve the following spring coaches and stipends for the 2019/2020 school year:

<u>Sport</u>	<u>Position</u>	<u>Coach</u>	<u>Stipends</u>
<b>Baseball</b>	Head Coach	<b>Nick Kamberis</b>	\$4,750.00
	Assistant	<b>Ken Hustava</b>	\$3,500.00
	JV	<b>John McCarthy</b>	\$2,650.00
	JV	<b>Jacob Rady</b>	\$2,250.00
	JV	<b>Ron Muszynski</b>	\$1,500.00
<b>Tennis (Boys)</b>	Head Coach	<b>Leslie Leopold</b>	\$4,200.00
	Assistant	<b>James Svidron</b>	\$2,800.00
<b>Track</b>	Head Coach	<b>Felix Yerace</b>	\$6,300.00
	Assistant	<b>Adam Mitchell</b>	\$4,080.00
	Assistant	<b>Eric Ragan</b>	\$4,080.00
	Assistant	<b>Marco Canello</b>	\$4,080.00
	Assistant	<b>Jeff Sieg</b>	\$4,080.00
	Middle School	<b>Dennis Sarchet</b>	\$3,380.00
	MS Assistant	<b>Russell Klein</b>	\$2,700.00
	MS Assistant	<b>Sarah Fontanesi</b>	\$2,700.00
	MS Assistant	<b>Danielle Kandrack</b>	\$2,700.00
	Volunteer	<b>Tyler Pajak</b>	
Volunteer	<b>Randy McCann</b>		
<b>Volleyball</b>	Head Coach	<b>Mike Mull</b>	\$4,250.00
	Assistant	<b>Jordan Zange</b>	\$2,800.00
	Volunteer	<b>Pat Morrow</b>	

B. In compliance with the *Keystone Oaks Education Association Agreement 2017/2020*, it is recommended that the Board approve the following spring coaches and stipends for the 2019/2020 school year:

<b>Softball</b>	Head Coach	<b>Mark Kaminski</b>	\$4,750.00
	Assistant	<b>Kristin Kaminski</b>	\$3,000.00
	JV/Assistant	<b>Jenna Ross</b>	\$3,900.00
	Middle School	<b>Keith Buckley</b>	\$3,000.00
	MS Assistant	<b>Taylor Brownlee</b>	\$2,700.00

**For Information Only**

The hiring of Kristin Kaminski and Mark Kaminski requires the waiver of Board Policy No. 803: Nepotism by six (6) disinterested Board Members considering the staffing need of the position. The minutes of this meeting will reflect that this is a vote to override the Nepotism Policy, and also that there were no other qualified/experienced candidates for the position in question.

Specialty & Support Positions

**APPROVAL OF SPECIALITY AND SUPPORT POSITIONS**

In compliance with the *Keystone Oaks Education Association Agreement 2017/2020*, it is recommended that the following individuals be approved as sponsors for the 2019/2020 school year:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Compensation</u></b>
<b>Shane Hallam</b>	Musical Director	\$3,000.00
<b>William Eibeck</b>	Assistant	\$5,000.00
<b>Alivia Owen</b>	Assistant	\$3,000.00
<b>Kirk Howe</b>	Assistant	\$3,000.00
<b>Amanda Hallam</b>	Assistant	\$2,000.00
<b>Lauren Kirkpatrick</b>	Assistant	\$2,000.00
<b>Craig Wetzel</b>	Assistant	\$2,000.00
<b>Shane Hallam</b>	Assistant	\$1,840.00

Teaching Load Compensation

**TEACHING LOAD COMPENSATION**

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

**1. Secondary Teacher Stipend for Teaching 7 out of 8 Periods**

Kathy Morrow	\$1,000
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**Finance Report**

**FINANCE REPORT – Ms. Raeann Lindsey**

The following action items will be considered at the February 18, 2020 Business/Legislative Meeting:

**BOARD ACTION REQUESTED**

**Accounts Payable**

**ACCOUNTS PAYABLE APPROVAL LISTS THROUGH JANUARY 31, 2020**

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

A. General Fund as of January 31, 2020 (Check No. 61345-61577)	\$987,544.05
B. Food Service Fund as of January 31, 2020 (Check No. 9204-9211)	\$38,405.88
C. Athletics as of January 31, 2020 (Check No. 3177-3184)	\$5,932.23
D. Capital Reserve as of January 31, 2020 (None)	\$0.00
<b>TOTAL</b>	<b>\$1,031,882.16</b>

**Exoneration of Tax Collectors**

**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 – Castle Shannon  
RESOLUTION NO. 01-20**

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 **EILEEN O’MALLEY** FOR THE TAXABLE YEAR OF 2019 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED JANUARY 8, 2020.

**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**, *Eileen O’Malley* is the elected Tax Collector for the Borough of Castle Shannon and has collected taxes for the year of 2019 at a rate of 19.499 mills at face; and

**WHEREAS**, on January 8, 2020, the said elected Tax Collector of the Borough of Castle Shannon, *Eileen O’Malley*, has filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of **\$293,657.26**, the said taxes being delinquent and subject to lien and have been transferred to the delinquent and lien tax collection, **MBM Collection Services, LLC**.

**NOW THEREFORE**, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates **Eileen O'Malley** for taxes found to be delinquent and lien in the amount of **\$293,657.26** arising out of the collection of the 2018 tax duplicate in the amount of 19.499 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Castle Shannon Tax Collector, **Eileen O'Malley**, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

**ADOPTED** this 18<sup>th</sup> day of February 2020.

ATTEST: Keystone Oaks School District

BY: \_\_\_\_\_  
William P. Stropkaj, Superintendent

BY: \_\_\_\_\_  
Patricia Ann Shaw, President

APPROVE as to legal form this 18<sup>th</sup> day of February 2020.

BY: \_\_\_\_\_  
Maiello, Brungo & Maiello, LLP

**KEYSTONE OAKS SCHOOL DISTRICT - Dormont  
RESOLUTION NO. 02-20**

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 2019 IN ACCORDANCE WITH THE TAX COLLECTOR'S REPORT DATED JANUARY 6, 2020.

**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 2019 at a rate of 19.499 mills at face; and

**WHEREAS**, on January 6, 2020, the said elected Tax Collector of the Borough of Dormont, **Harvey Leiberman**, has filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of **\$341,973.75** the said taxes being delinquent and subject to lien and have been transferred to the delinquent and lien tax collection, **MBM Collection Services, LLC**.

**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 **\$341,973.75** arising out of the collection

of the 2019 tax duplicate in the amount of 19.499 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Dormont Tax Collector, **Harvey Leiber***man*, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

**ADOPTED** this 18<sup>th</sup> day of February 2020.

ATTEST:

Keystone Oaks School District

BY: \_\_\_\_\_  
William P. Stropkaj, Superintendent

BY: \_\_\_\_\_  
Patricia Ann Shaw, President

APPROVE as to legal form this 18<sup>th</sup> day of February 2020.

BY: \_\_\_\_\_  
Maiello, Brungo & Maiello, LLP

**KEYSTONE OAKS SCHOOL DISTRICT – Green Tree  
RESOLUTION NO. 03-20**

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 **BABETTE LEGLER** FOR THE TAXABLE YEAR OF 2019 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED JANUARY 15, 2020.

**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**, **Babette Legler** is the elected Tax Collector for the Borough of Green Tree and has collected taxes for the year of 2019 at a rate of 19.444 mills at face; and

**WHEREAS**, on January 15, 2020, the said elected Tax Collector of the Borough of Green Tree, **Babette Legler**, has filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of **\$274,138.74**, the said taxes being delinquent and subject to lien and have been transferred to the delinquent and lien tax collection, **MBM Collection Services, LLC**.

**NOW THEREFORE**, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates **Babette Legler** for taxes found to be delinquent and lien in the amount of **\$274,138.74** arising out of the collection of the 2019 tax duplicate in the amount of 19.499 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Green Tree Tax Collector, **Babette Legler**, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

**ADOPTED** this 18<sup>th</sup> day of February 2020.

ATTEST:

Keystone Oaks School District

BY: \_\_\_\_\_  
William P. Stropkaj, Superintendent

BY: \_\_\_\_\_  
Patricia Ann Shaw, President

APPROVE as to legal form this 18<sup>th</sup> day of February 2020.

BY: \_\_\_\_\_  
Maiello, Brungo & Maiello, LLP



**FOR INFORMATION ONLY**

**I. EXPENDITURE/REVENUE 2019 – 2020 BUDGET to ACTUAL / PROJECTION**

ACCT	DESCRIPTION	2019-2020 BUDGET TOTAL	2019-2020 7 MONTH JANUARY/ACTUAL	OVER (UNDER) BUDGET
<b>Revenue</b>				
6000	Local Revenue Sources	\$ 30,223,490	\$ 27,918,693	\$ (2,304,797)
7000	State Revenue Sources	\$ 12,272,835	\$ 4,860,122	\$ (7,412,713)
8000	Federal Revenue Sources	\$ 666,330	\$ 225,464	\$ (440,866)
<b>Total Revenue</b>		<b>\$ 43,162,655</b>	<b>\$ 33,004,279</b>	<b>\$ (10,158,376)</b>
				<b>(OVER)</b> <b>UNDER</b> <b>BUDGET</b>
<b>Expenditures</b>				
100	Salaries	\$ 17,552,090	\$ 8,066,425	\$ 9,485,665
200	Benefits	\$ 11,027,539	\$ 4,924,966	\$ 6,102,573
300	Professional/Technical Services	\$ 1,558,997	\$ 1,103,074	\$ 455,923
400	Property Services	\$ 1,122,100	\$ 592,684	\$ 529,416
500	Other Services	\$ 5,399,722	\$ 2,806,134	\$ 2,593,588
600	Supplies/Books	\$ 1,444,142	\$ 1,052,237	\$ 391,905
700	Equipment/Property	\$ 635,152	\$ 603,673	\$ 31,479
800	Other Objects	\$ 566,455	\$ 290,685	\$ 275,770
900	Other Financial Uses	\$ 4,645,250	\$ 2,936,941	\$ 1,708,309
<b>Total Expenditures</b>		<b>\$ 43,951,447</b>	<b>\$ 22,376,819</b>	<b>\$ 21,574,628</b>
<b>Revenues exceeding Expenditures</b>		<b>\$ (788,792)</b>	<b>\$ 10,627,460</b>	<b>\$ 11,416,252</b>
<b>Other Financing Sources/(Uses)</b>				
	Interfund Transfers In (Out)	\$ -	\$ -	\$ -

**II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF JANUARY 31, 2020**

<b>Bank Account - Status</b>	<b>Middle / High School</b>	<b>Athletics</b>
Cash Balance - 1/1/2020	\$ 92,448.40	\$ 14,532.48
Deposits	\$ 1,460.72	\$ 6,043.58
Subtotal	\$ 93,909.12	\$ 20,576.06
Expenditures	\$ 5,816.10	\$ 6,507.23
Cash Balance - 1/31/2020	\$ 88,093.02	\$ 14,068.83

**III. BANK BALANCES**

**BANK BALANCES PER STATEMENT AS OF JANUARY 31, 2020**

	<b>BALANCE</b>
<b>GENERAL FUND</b>	
FNB BANK	\$ 1,800,037
PAYROLL (pass-thru account)	\$ 13,961
FNB SWEEP ACCOUNT	\$ 302,953
ATHLETIC ACCOUNT	\$ 14,069
PLGIT	\$ 10,500,005
FNB MONEY MARKET	\$ 3,477,198
PSDLAF	\$ 161,920
INVEST PROGRAM	\$ 180,460
OTHER POST-EMPLOYMENT BENEFITS	\$ 1,970,962
COMPENSATED ABSENCES	\$ 427,207
	<b>\$ 18,848,772</b>
<b>CAFETERIA FUND</b>	
FNB BANK	\$ 320,060
PLGIT	\$ 776
	<b>\$ 320,836</b>
<b>CONSTRUCTION FUND / CAP RESERVE</b>	
FNB BANK	\$ 213,731
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 797
	<b>\$ 214,528</b>
<b>GRAND TOTAL</b>	<b>\$ 19,384,136</b>

**Facilities Report**

**FACILITIES REPORT – Mr. Santo Raso**

The following action items will be considered at the February 18, 2020 Business/Legislative Meeting:

**BOARD ACTION REQUESTED**

**Myrtle Playground**

**MYRTLE AVENUE ELEMENTARY PLAYGROUND EQUIPMENT**

It is recommended that the Board approve the Myrtle Playground excavation and removal of the existing wood mulch. This will also include installation of the engineered wood fiber mulch by Gametime at a cost not exceed \$6,000.00, to be taken from the capital fund.

For Information Only

The total cost of the project is \$26,071.72. The Myrtle PFO is contributing \$20,000.00 to this project.

**zTrip Agreement**

**AGREEMENT WITH WHC PA, LLC dba zTrip**

It is recommended that the Board approve the agreement between WHC PA, LLC dba zTrip and the Keystone Oaks School District.

**ETS Agreement**

**AGREEMENT WITH ETS TRANSPORTATION**

It is recommended that the Board approve the transportation agreement between ETS Transportation and the Keystone Oaks School District.

**BME Agreement**

**AGREEMENT WITH BME TRANSIT, LLC.**

It is recommended that the Board approve the agreement between BME Transit and the Keystone Oaks School District.

**For Discussion**

**FOR DISCUSSION ONLY**

- Lead Test Results

**Activities & Athletics Report**

**ACTIVITIES & ATHLETICS REPORT – Ms. Raeann Lindsey**

The following action items will be considered at the February 18, 2020 Business/Legislative Meeting:

**BOARD ACTION REQUESTED**

**Competitive Event**

**COMPETITIVE EVENT**

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

**FBLA – State Leadership Conference (Level II)**

April 5, 2020 – April 8, 2020

Number of Students – 24 (\$250 each)

Activity Sponsor – Beth Smith (\$792)

Total District Funds Requested - \$6,792.00

**Extra Athletic Workers’**

**EXTRA ATHLETIC WORKERS’ – 2019/2020 SCHOOL YEAR**

It is recommended that the Board approve the following individual as an extra athletic worker for the 2019/2020 school year:

**Evan Weissert**

- There will be an Activities & Athletics Committee Meeting on Monday, March 2, 2020 at 6:30 p.m.

**Adjournment**

**ADJOURNMENT**

On the motion of Mrs. Lydon, seconded by Mr. LaPorte, the meeting was adjourned at 7:51 p.m.

*Motion passed 7-0*

Respectfully submitted,

Joseph A. Kubiak  
Board Secretary

Maureen S. Myers  
Assistant Board Secretary  
Board Recording Secretary