

BOARD OF SCHOOL DIRECTORS

WORK SESSION
Tuesday, January 10, 2017
7:00 PM

MINUTES

Call to Order

President Matthew Cesario called the meeting to order at 7:00 p.m.

Pledge

The meeting opened with the pledge to the flag.

Attendance

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

Dr. Stropkaj participated via phone.
Mr. Brownlee and Mrs. Gologram were absent.

STEAM Recognition

Dr. Varley presented information on the elementary STEAM program and introduced Aaron Colf and Jennie Martin, elementary STEAM teachers.

Public Comment

PUBLIC COMMENT

Bryan Gigliotti RE: KO Educational Association Agreement 2011-2016
Castle Shannon Myrtle Avenue Elementary School – Interim Principal

Mary Jo Maggio RE: Fundraiser at Hollywood Theater
Dormont Grade 7 Science Teacher Move to KOHS Chemistry
 Graffiti on KOMS Bathroom Walls

Heather DiGiacomo RE: KO Educational Association Agreement 2011-2016
Castle Shannon Questions regarding Director of Fiscal Services Position

Joanna Boudin RE: Diversity Committee
Dormont

Lisa Shartle RE: Myrtle Avenue Elementary School – Interim Principal
Castle Shannon

Scott Bruce RE: Safety Concerns - Lack of Communication regarding
Castle Shannon KOHS/KOMS Threat

Jeff DiGiacomo RE: Information Relayed to Staff and Students regarding
Castle Shannon KOHS/KOMS Threat

**Shannon Village Transit
Project – TIF**

Mr. Maurice Strul, Assistant Director, Special Projects & Finance Division for Allegheny County Economic Development, presented updated information regarding the Amendment to the TIF for the Shannon Village Transit Project.

Board President's Report

BOARD PRESIDENT'S REPORT – Mr. Matthew Cesario

The following action items will be considered at the January 17, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Board Minutes

I. BOARD MINUTES

It is recommended that the Board approve the Reorganization Minutes and the Work Session Minutes of December 6, 2016, and the Business/Legislative Minutes of December 13, 2016.

Official Newspaper

II. OFFICIAL NEWSPAPER – PITTSBURGH POST-GAZETTE

The Administration recommends that the Board adopt the *Pittsburgh Post-Gazette* as the District's official newspaper.

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

There was not an Executive Session before the Work Session, but the Board will adjourn into Executive Session at the conclusion of this meeting to discuss personnel matters and will not reconvene the Work Session.

Superintendent's Report

SUPERINTENDENT'S REPORT – Dr. William Stropkaj

The following action items will be considered at the January 17, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Interim Principal
Myrtle Elementary

I. INTERIM PRINCIPAL – MYRTLE ELEMENTARY

The Administration recommends that the Board appoint **Karen Brown** as the Interim Principal for the remainder of the 2016/2017 school year.

Professional Development

II. PROFESSIONAL DEVELOPMENT

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

Carol Persin
Anna Benvenuti

Carol Persin	PA Educational Technology	\$965.00 Total
Anna Benvenuti	Expo & Conference Hershey, PA February 12-15, 2017	

Beth Smith

Beth Smith	Future Business Leaders of America: 2017 State Leadership Conference Hershey, PA April 2-5, 2017	\$1,939.00
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Abigail Ubinger

Abigail Ubinger (Presenter)	Advanced Autism Intervention Training Harrisburg, PA March 28-29, 2017	\$615.00
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Education Report

EDUCATION REPORT – Ms. Racann Lindsey

The following action items will be considered at the January 17, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

KOMS
Program of Studies

I. KEYSTONE OAKS MIDDLE SCHOOL: PROGRAM OF STUDIES

The Administration recommends the approval of the Keystone Oaks Middle School Program of Studies for the 2017/2018 school year.

- A discussion by Board Members followed regarding the Middle School's Program of Studies.

**KOHS
Program of Studies**

II. KEYSTONE OAKS HIGH SCHOOL: PROGRAM OF STUDIES

The Administration recommends the approval of the Keystone Oaks High School Program of Studies for the 2017/2018 school year.

- Dr. Varley presented data from the state that would be relevant to the High School's Program of Studies.

Camp Invention

III. CAMP INVENTION

It is recommended that the Board approve Camp Invention for the following dates: June 26, 27, 28, 29, and 30, 2017, from 8:00 a.m. – 4:00 p.m., located at Dormont Elementary School. Ms. Jennie Martin, Elementary STEAM teacher, will be the Program Director.

Pupil Personnel Report

PUPIL PERSONNEL REPORT – Dr. William Stropkaj

The following action item will be considered at the January 17, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Pressley Ridge Agreement

I. PRESSLEY RIDGE AGREEMENT

The Administration recommends that the Board approve the Agreement between Pressley Ridge and the Keystone Oaks School District for the purpose of collaboration in assisting children and their families, effective January 18, 2017, until either party deems it necessary to terminate the Agreement.

- A discussion by Board Members followed regarding the Pressley Ridge Agreement.

Personnel Report

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

The following action items will be considered at the January 17, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Resignation

I. RESIGNATION

John Rago - Custodian

It is recommended that the Board accept the letter of resignation from **John Rago**, custodian, Keystone Oaks High School, effective December 23, 2016.

Appointment

II. APPOINTMENT

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:

Jocelyn Hiber
Emotional Support Teacher

Jocelyn Hiber
Emotional Support - Dormont Elementary School
January 18, 2017
Salary-\$47,500.00 (M, Level 12)

Sabbatical Leave
Joyelle Galiszewski

III. SABBATICAL LEAVE

In compliance with **Board Policy No. 338: *Sabbatical Leave***, it is recommended that the Board approve **Joyelle Galiszewski**, Special Education teacher, Keystone Oaks High School, for a sabbatical leave for the second semester of the 2016/2017 school year and the first semester of the 2017/2018 school year.

Leave of Absence

IV. LEAVE OF ABSENCE

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

K.G. – Effective January 3, 2017 with an anticipated return date of May 2017.

Teaching Load Compensation

V. TEACHING LOAD COMPENSATION

In compliance with the *Keystone Oaks Education Association Agreement 2011/2016, Article VII, Teaching Load*, it is recommended that the following individuals be compensated as per this Article for the first semester of the 2016/2017 school year:

Secondary Teachers
Class Sizes 30 or Above

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

<u>Employee</u>	<u>Compensation</u>
Christine Chimento	\$1,000
Danielle Kandrack	\$ 900
Russ Klein	\$1,000
Nancy Kramer	\$1,000
Kevin Gallagher	\$1,000
John McCarthy	\$1,000
Dennis Sarchet	\$2,000
Total:	\$7,900

Secondary Teachers
Teaching 7 out of 8 Periods

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

<u>Employee</u>	<u>Compensation</u>
Emily Brill	\$1,000
Candace Bush	\$1,000
Rebecca Brooks	\$1,000
Linda Celli	\$1,000
Christine Chimento	\$ 600
Suzanne Deemer	\$ 400
Karen Hagy	\$1,000
Heather Hakos-Hruby	\$1,000
Lauren Harvilla	\$1,000
Nicholas Kamberis	\$1,000
Madeline Kay	\$ 400
Michelle McSwigan	\$ 400
Hope Muno-Harris	\$1,000
Dennis Sarchet	\$1,000
Elizabeth Venturella	\$1,000
Diana Vitenas	\$1,000
Total:	\$13,800

Secondary Teachers
Teaching more than one
course during same
period

3. Secondary Teacher Stipends for Teaching More than One Course during the Same Period

<u>Employee</u>	<u>Compensation</u>
Candace Bush	\$1,000
Julie O'Mara	\$1,000
Total	\$2,000

4. Elementary Teacher Stipends for First Semester

<u>Employee</u>	<u>Compensation</u>
Jill Graham	\$3,000
Kristie Rosgone	\$ 280
Total	\$3,280
Grand Total:	\$26,980

Substitute Custodian
Michael Kercher

VI. SUBSTITUTE CUSTODIAN

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 **Michael Kercher** as a substitute custodian at a pay rate of \$10.50 per hour, effective December 19, 2016.

Extra Duty

Spring Sports

VII. EXTRA DUTY

1. Spring Sports

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 Spring sports, coaches, and stipends for the 2016/2017 school year:

<u>Sport</u>	<u>Position</u>	<u>Coach</u>	<u>Stipend</u>
Baseball	Head Coach	Joseph Aul	\$4,010
	Asst. Varsity	Matthew McCartney	\$2,500
	Asst. Varsity	Michael Smith	\$2,000
	Junior Varsity	Zach Galasso	\$2,100
	JV/Assistant	Jayson Monroe	\$1,800
	JV/Assistant	Adam Dodson	\$1,800
Softball	Head Coach	Mark Kaminski	\$4,700
	Assistant	Kristin Kaminski	\$3,270
	JV/Assistant	Lainey Resetar	\$3,270
	Middle School	Keith Buckley	\$2,970
	MS Assistant	William Brooks	\$2,660
	Volunteer	Eryn Caragein	
	Volunteer	Candice Drzik	
	Volunteer	Bri Fischer	
Tennis (Boys)	Head Coach	OPEN	\$4,190
	Assistant	Robert Svidron	\$2,755
Track	Head Coach	Felix Yerace	\$6,250
	Assistant	Adam Mitchell	\$4,040
	Assistant	Randy McCann	\$4,040
	Assistant	Kaitlin Hogel	\$4,040
	Assistant	Jeff Sieg	\$4,040
	Middle School	Dennis Sarchet	\$3,275
	MS Assistant	Russell Klein	\$2,660
	MS Assistant	Sarah Hardner	\$2,660
	MS Assistant	Judi Fritz	\$2,660
Volleyball (Boys)	Head Coach	Matthew Donovan	\$4,190
	Assistant	Michael Mull	\$2,755

2. Middle School Girls Basketball – Grade 8

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 individuals as coaches (with shared/split stipends) for the 2017 season:

KOMS Girls Basketball
Grade 8

Keith Buckley	Coach	\$1,535 (Stipend split)
James Feeney	Coach	\$1,535 (Stipend split)

Finance Report

FINANCE REPORT – Mrs. Theresa Lydon

The following action items will be considered at the January 17, 2017 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 as of December 31, 2016 (Check No. 52856 – 53060) \$633,999.50
 - B. Risk Management as of December 31, 2016 (None) \$0.00
 - C. Food Service Fund as of December 31, 2016 (Check No. 91111 – 9112) \$2,960.97
 - D. Athletics as of December 31, 2016 (None) \$0.00
 - E. Capital Reserve as of December 31, 2016 (Check No. 1554 – 1556) \$176,130.26
- TOTAL**
\$813,090.73

Resolution 01-17 Tax Index

II. RESOLUTION 01-17 TAX INDEX

It is recommended that the Board adopt Resolution 01-17 certifying to the PA Department of Education that the Keystone Oaks Board of School Directors will not raise the tax rate of any tax for the 2017/2018 fiscal year by more than its 2.5% index.

**KEYSTONE OAKS SCHOOL DISTRICT
BOARD OF DIRECTORS
RESOLUTION 01-17**

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the “Taxpayer Relief Act” (hereinafter Act 1”);

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or

the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions:

WHEREAS, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the Keystone Oaks School District index for the 2017/2018 fiscal year is 2.5%;

WHEREAS, the Keystone Oaks School District Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the Keystone Oaks School District for the 2017/2018 fiscal year by more than its index.

AND NOW, on this 17th day of January 2017, it is hereby **RESOLVED** by the Keystone Oaks School District (hereinafter “District”) Board of Directors (hereinafter “Board”) the following:

1. The Board certifies that it will not increase any school district tax for the 2017/2018 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter “School Code”), 24 P.S. §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2017/2018 fiscal year.
4. The Administration of the District will submit the District’s information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board’s adoption of this Resolution.
5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board’s adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2017/2018 fiscal year.

7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 5 and 6 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

BOARD PRESIDENT

CHARMAINE M. MASZTAK, ASSISTANT BOARD SECRETARY

FOR INFORMATION ONLY

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

ACCT	DESCRIPTION	2016-2017 BUDGET TOTAL	2016-2017 DECEMBER ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 28,874,424	\$ 26,897,374	\$ (1,977,050)
7000	State Revenue Sources	\$ 10,811,514	\$ 3,984,116	\$ (6,827,398)
8000	Federal Revenue Sources	\$ 847,073	\$ 295,446	\$ (551,627)
Total Revenue		\$ 40,533,011	\$ 31,176,936	\$ (9,356,075)
				(OVER) UNDER BUDGET
Expenditures				
100	Salaries	\$ 15,839,295	\$ 5,651,554	\$ 10,187,741
200	Benefits	\$ 10,401,758	\$ 3,724,112	\$ 6,677,646
300	Professional/Technical Services	\$ 1,660,250	\$ 527,821	\$ 1,132,429
400	Property Services	\$ 1,215,100	\$ 579,001	\$ 636,099
500	Other Services	\$ 4,886,463	\$ 2,065,168	\$ 2,821,295
600	Supplies/Books	\$ 1,219,475	\$ 841,001	\$ 378,474
700	Equipment/Property	\$ 870,175	\$ 671,910	\$ 198,265
800	Other Objects	\$ 967,570	\$ 473,324	\$ 494,246
900	Other Financial Uses	\$ 3,895,000	\$ 3,281,017	\$ 613,983
Total Expenditures		\$ 40,955,086	\$ 17,814,908	\$ 23,140,178
Revenues exceeding Expenditures		\$ (422,075)	\$ 13,362,028	\$ 13,784,103

II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF DECEMBER 2016

Bank Account - Status	Middle / High School	Athletics
Cash Balance – 12/1/2016	\$ 91,486.10	\$ 42,473.02
Deposits	\$ 2,746.44	\$ 7,740.69
Subtotal	\$ 94,232.54	\$ 50,213.71
Expenditures	\$ 6,657.23	\$ 0.00
Cash Balance - 12/31/2016	\$ 87,575.31	\$ 50,213.71

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF December 31, 2016

	BALANCE
GENERAL FUND	
FNB BANK	\$ 1,832,514
PAYROLL (pass-thru account)	\$ 10,250
FNB SWEEP ACCOUNT	\$ 815,834
ATHLETIC ACCOUNT	\$ 50,214
PLGIT	\$ 12,669,804
FNB Money Market	\$ 3,502,072
PSDLAF	\$ 155,058
INVEST PROGRAM	<u>\$ 171,347</u>
	<u>\$ 19,207,093</u>
 CAFETERIA FUND	
FNB BANK	\$ 251,384
PLGIT	<u>\$ 590,668</u>
	<u>\$ 842,052</u>
 CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$ 152,596
PLGIT - GENERAL ACCOUNT	\$ 1,100,000
PLGIT - G.O. BOND SERIES C OF 2014/ 12-18	<u>\$ 760</u>
	<u>\$ 1,253,356</u>
 RISK MANAGEMENT FUND/TAX REFUNDS	
FNB BANK	<u>\$ 274,504</u>
 GRAND TOTAL	 \$ 21,577,005

Public Comment

PUBLIC COMMENT – None

Adjournment

ADJOURNMENT

On the motion of Mr. Howard, seconded by Mr. Hommrich, the meeting was adjourned at 9:01 p.m.

Motion passed 8-0

Respectfully submitted,

Charmaine Masztak
Assistant Board Secretary
Recording Board Secretary