

BOARD OF SCHOOL DIRECTORS

WORK SESSION
Tuesday, March 8, 2016
7:00 PM

MINUTES

Call to Order

President Patricia Ann Shaw called the meeting to order at 7:01 p.m.

Pledge

The meeting opened with the pledge to the flag.

Attendance

Those present included: Ms. Crowell, Mr. Hommrich, Mr. Howard, Ms. Lindsey, Mrs. Lydon, Ms. Pauchnik, 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 Mr. Cesario 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 March 15, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Board Minutes

I. BOARD MINUTES

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

Allegheny County Schools Health Consortium-Ballot

II. 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 **Joyce A. Snell**, Montour School District, as the School Board Trustee for the Western Region for a two-year period, effective March 31, 2016.

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 – None

Superintendent’s Report

SUPERINTENDENT’S REPORT – Dr. William Stropkaj

The following action items will be considered at the March 15, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

SECOND READING
Policy No. 105

I. SECOND READING OF POLICY NO. 105: CURRICULUM

It is recommended that the Board approve the SECOND READING of Policy No. 105: *Curriculum*.

SECOND READING
Policy No. 108

II. SECOND READING OF POLICY NO. 108: ADOPTION OF TEXTBOOKS AND SUPPLEMENTAL RESOURCE MATERIALS

It is recommended that the Board approve the SECOND READING of Policy No. 108: *Adoption of Textbooks and Supplemental Resource Materials*.

SECOND READING
Policy No. 237

III. SECOND READING OF POLICY NO. 237: EDUCATIONAL USE OF STUDENT OWNED TECHNOLOGY DEVICES

It is recommended that the Board approve the SECOND READING of Policy No 237: *Educational Use of Student Owned Technology Devices*.

SECOND READING
Policy No. 240

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

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

**Removal of Policy
Numbers 008, 108.1, 109**

V. REMOVAL OF THE FOLLOWING POLICIES FROM THE BOARD POLICY MANUAL:

- **NO. 008: ORGANIZATION CHART**
- **NO. 108.1: SELECTION OF INSTRUCTIONAL MATERIALS AND RESOURCES**
- **NO. 109: LIBRARY MEDIA CENTER**

The Administration recommends the removal of Policy No. 008: Organization Chart; Policy No. 108.1: Selection of Instructional Materials and Resources; and Policy No. 109: Library Media Center from the Board Policy Manual.

Education Report

EDUCATION REPORT – Ms. Raeann Lindsey

The following action item will be considered at the March 15, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

**AIU 2016/2017 Services
Agreement**

I. ALLEGHENY INTERMEDIATE UNIT 2016/2017 SERVICES AGREEMENT

The Administration recommends that the Board approve the Allegheny Intermediate Unit 2016/2017 Services Agreement.

For Information Only

This Agreement includes terms and conditions related to the services that the District could choose to purchase and does not obligate the District to purchase these services from the AIU.

Personnel Report

PERSONNEL REPORT – Mr. David Hommrich

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

BOARD ACTION REQUESTED

I. APPOINTMENTS

Food Service Hire
James LoPinto

1. Food Service Personnel

In compliance with *Board Policy No. 504 – Employment of Classified Employees*, it is recommended that the Board approve the following individual as a Food Service employee pending receipt of all legal documents and clearances, for the 2015/2016 school year:

<u>Name</u>	<u>School</u>	<u>Hourly Wage</u>
James LoPinto	High School	\$ 9.00

Extra Duty

2. Extra Duty

Sponsors & Stipends

Approval of Activities - Sponsors and Stipends

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 2015/2016 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Michael O’Leary	Girls Volleyball Assistant Coach	\$2,755.00
Sharon Gologram	Track – Volunteer	N/A
Amelia Wren	Track – Volunteer	N/A

Lifeguards

3. Lifeguards

It is recommended that the Board approve the following individuals as lifeguards at a payable rate of \$7.25 per hour for the Keystone Oaks Recreational Swim Staff:

Katie Banbury
Abigayle McGrath

Finance Report

FINANCE REPORT – Mrs. Theresa Lydon, Chairperson

The following action items will be considered at the March 15, 2016 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*

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

II. AIU PROGRAM OF SERVICES BUDGET – FINANCE DIVISION

The Administration recommends that the Board approve the proposed 2016/2017 Allegheny Intermediate Unit Program of Services Budget in the amount of \$2,021,185.00.

The Keystone Oaks School District’s contribution to the Program of Services Budget is estimated to be \$38,505.00 and will be determined by the Pennsylvania Department of Education according to District Aid Ratio and Weighted Average Daily Membership (WADM).

- A discussion was held by the Superintendent and the Board Members on the severity of the lack of federal funds for education being released to school districts due to the budget impasse in Harrisburg, PA.

**Exoneration of Tax
Collectors**

III. 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 - Dormont
RESOLUTION NO. 01-16

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 2015 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED JANUARY 13, 2016.

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 2015 at a rate of 18.63 mills at face; and

WHEREAS, on January 13, 2016, the said elected Tax Collector of the Borough of Dormont, *Harvey Leiberman*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of \$302,451.75 (includes penalty), 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 \$302,451.75 arising out of the collection of the 2015 tax duplicate in the amount of 18.63 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Dormont Tax Collector, *Harvey Leiberman*, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

ADOPTED this 15th day of March 2016.

ATTEST:

Keystone Oaks School District

BY: _____
William P. Stropkaj, Superintendent

BY: _____
Patricia A. Shaw, President

APPROVE as to legal form this 15th day of March 2016

BY: _____
Maiello, Brungo & Maiello, LLP

**KEYSTONE OAKS SCHOOL DISTRICT – Green Tree
RESOLUTION NO. 02-16**

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 **BOROUGH OF GREEN TREE** FOR THE TAXABLE YEAR OF 2015 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED JANUARY 25, 2016.

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, *the Borough of Green Tree* is the elected Tax Collector for the Borough of Green Tree and has collected taxes for the year of 2015 at a rate of 18.63 mills at face; and

WHEREAS, on January 25, 2016, the said elected Tax Collector of the Borough of Green Tree, *Green Tree Borough*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of \$319,583.17 (includes penalty), 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 *Green Tree Borough* for taxes found to be delinquent and lien in the amount of \$319,583.17 arising out of the collection of the 2015 tax duplicate in the amount of 18.63 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Green Tree Tax Collector, *Green Tree Borough*, is therefore, exonerated from the aforementioned delinquent and liened taxes on the day and date below mentioned.

ADOPTED this 15th day of March 2016.

ATTEST:

Keystone Oaks School District

BY: _____
William P. Stropkaj, Superintendent

BY: _____
Patricia A. Shaw, President

APPROVE as to legal form this 15th day of March 2016

BY: _____
Maiello, Brungo & Maiello, LLP

KEYSTONE OAKS SCHOOL DISTRICT – Castle Shannon
RESOLUTION NO. 03-16

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 **SHIRLEY TORRIS** FOR THE TAXABLE YEAR OF 2015 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED JANUARY 15, 2016.

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, *Shirley Torris* is the elected Tax Collector for the Borough of Castle Shannon and has collected taxes for the year of 2015 at a rate of 18.63 mills at face; and

WHEREAS, on January 15, 2016, the said elected Tax Collector of the Borough of Castle Shannon, *Shirley Torris*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of \$253,491.77 (includes penalty), 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 *Shirley Torris* for taxes found to be delinquent and lien in the amount of \$253,491.77 arising out of the collection of the 2015 tax duplicate in the amount of 18.63 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Castle Shannon Tax Collector, *Shirley Torris*, is therefore, exonerated from the aforementioned delinquent and liened taxes on the day and date below mentioned.

ADOPTED this 15th day of March 2016.

ATTEST:

Keystone Oaks School District

BY: _____
William P. Stropkaj, Superintendent

BY: _____
Patricia A. Shaw, President

APPROVE as to legal form this 15th day of March 2016

BY: _____
Maiello, Brungo & Maiello, LLP

FOR INFORMATION ONLY

I. EXPENDITURE/REVENUE 2015 - 2016 BUDGET to ACTUAL / PROJECTION
To Be Provided

ACCT	DESCRIPTION	2015-2016 BUDGET TOTAL	2015-2016 FEBRUARY 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. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF FEBRUARY 29, 2016
To Be Provided

Cash Balance		
Deposits (General Fund transfer)		
Subtotal		
Expenditures		
Cash Balance		

III. FOOD SERVICE EXPENDITURE/REVENUE 2015 - 2016 BUDGET to ACTUAL
To Be Provided

ACCT	DESCRIPTION	2015-2016 BUDGET TOTAL	2015-2016 FEBRUARY ACTUAL	MONTH END + ESTIMATED PROJECTION	OVER (UNDER) BUDGET
Revenue					
6000	Local Revenue Sources/Sales				
7000	State Revenue Subsidy				
8000	Federal Revenue Subsidy				
Total Revenue					
					(OVER)
					UNDER
					BUDGET
Expenditures					
100	Salaries				
200	Benefits Professional/Technical				
300	Services				
400	Property Services				
500	Other Services				
600	Supplies/Food				
700	Equipment/Property				
800	Other Objects				
900	Other Financial Uses				
Total Expenditures					
INCOME / (LOSS)					

IV. BANK BALANCES

To Be Provided

BANK BALANCES PER STATEMENT AS OF FEBRUARY 29, 2016

	02/29/2016
	BALANCE
	<hr/>
GENERAL FUND	
FNB BANK	\$
PAYROLL (pass-thru account)	\$
FNB SWEEP ACCOUNT	\$
PLGIT	\$
PSDLAF	\$
INVEST PROGRAM	\$
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CAFETERIA FUND	
FNB BANK	\$
PLGIT	\$
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CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$
PLGIT - GENERAL ACCOUNT	\$
PLGIT - G.O. BOND SERIES C OF 2014/ 12-18	\$
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RISK MANAGEMENT FUND/TAX REFUNDS	
FNB BANK	\$
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GRAND TOTAL	\$
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**Activities & Athletics
Report**

ACTIVITIES & ATHLETICS REPORT – Mr. Robert Brownlee

The following action item will be considered at the March 15, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

I. COMPETITION AND OVERNIGHT TRIPS

It is recommended that the Board approve the following competition and overnight trip:

PA High School Speech League (PHSSL)

Susquehanna University

Selins Grove, PA

Thursday-Saturday – April 7-9, 2016

Sponsor – **Cindy Mentzer**

Approximate number of students participating – 3

Approximate cost per student - \$345.21

Total Cost: \$1,035.63

District funds requested - \$750.00 (\$250.00 per student for State Competitions)

- The Superintendent updated the Board on the following issues:
 - The District lighting project was moving forward and the District will be able to add LED lighting to all the gymnasiums;
 - The special education transportation bid – First Student Transit; and
 - Technology Committee Meeting cancelled for Thursday, March 10, 2016.

Public Comment

PUBLIC COMMENT – None

Adjournment

ADJOURNMENT

On the motion of Mr. Hommrich, seconded by Mr. Howard, the meeting was adjourned at 7:24 p.m.

Motion passed 7-0

Respectfully submitted,

Sharon Gologram
Board Secretary

Charmaine Masztak
Assistant Board Secretary
Recording Board Secretary