

BOARD OF SCHOOL DIRECTORS

WORK SESSION
Tuesday, May 10, 2016
7:00 PM

MINUTES

Call to Order	President Patricia Ann Shaw called the meeting to order at 7:02 p.m.
Pledge	The meeting opened with the pledge to the flag.
Attendance	Those present included: Mr. Cesario Ms. Crowell, 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. Hommrich were absent.
Recognition	Listed below are the groups and/or individuals who were honored at the Work Session for their outstanding accomplishments:
Dormont Junior Volunteer Fire Fighter	1. Dormont Junior Fire Fighter Myles Massery
FBLA	2. Future Business Leaders of America Angela Altieri Vivi Besteman Kat Kocelko Michael Shanahan
PMEA	3. PMEA Elementary Band Participants Ben Burke Jane Harvey
Spring 2016 Celebration of Art	4. Spring 2016 Edition of Celebration Art Emma Anderson Sophia Granger Isabella Lach Quinn Phillippi Natalie Andraca Alana Harris Kayla Lancaster Kylie Roberto Faith Boyle Grace Hartnett Ashleigh Lugaila Hailey Rethage Gabriella Ciccone Brysen Kelly Hana Malia Jaci Shelleby Maria Fratangelo Bogdan Kikreiv Myra McPherson Macy Zaborowski

KOSD Retirees

5. 2016 District Employees – Retirement Recognition

Donald Bowlin	KOHS – Biology / Human Anatomy	45 years
John Buffington	KOHS – Biology	1.5 years
Amy Longo	KOHS – Librarian	22 years
Vivian McManus	KOHS – English	26 years
Nancy Scureman	K-8 – Gifted	23 years
Roianne Backstrom	High School	16 years
Sue Grand	High School	25 years
Judy Joyce	Dormont	4 years
Nancy DeLallo	KOHS Secretary	25 years

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 May 17, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Nominations for the Office of Treasurer

I. NOMINATIONS FOR THE OFFICE OF TREASURER

It is recommended that the Board accept nominations for the Office of Treasurer to serve for a one-year term beginning July 1, 2016.

Board Minutes

II. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of April 12, 2016, and the Business/Legislative Minutes of April 19, 2016.

2016/2017 Board Meeting Dates

III. 2016/2017 BOARD MEETING DATES

It is recommended that the Board approve the 2016/2017 Board Meeting dates listed below through the month of June, 2017:

Tuesday, August 9, 2016	Work Session
Tuesday, August 16, 2016	Business/Legislative Meeting
Tuesday, September 13, 2016	Work Session
Tuesday, September 20, 2016	Business/Legislative Meeting

Tuesday, October 11, 2016	Work Session
Tuesday, October 18, 2016	Business/Legislative Meeting
Tuesday, November 15, 2016	Work Session
Tuesday, November 22, 2016	Business/Legislative Meeting
Tuesday, December 6, 2016	Reorganization/Work Session
Tuesday, December 13, 2016	Business/Legislative Meeting
Tuesday, January 10, 2017	Work Session
Tuesday, January 17, 2017	Business/Legislative Meeting
Tuesday, February 14, 2017	Work Session
Tuesday, February 21, 2017	Business/Legislative Meeting
Tuesday, March 14, 2017	Work Session
Tuesday, March 21, 2017	Business/Legislative Meeting
Tuesday, April 11, 2017	Work Session
Tuesday, April 18, 2017	Business/Legislative Meeting
Tuesday, May 9, 2017	Work Session
Tuesday, May 23, 2017	Business/Legislative Meeting
Tuesday, June 20, 2017	Work Session
Tuesday, June 27, 2017	Business/Legislative Meeting

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 to discuss the Collective Bargaining Unit's negotiations.

Superintendent’s Report

SUPERINTENDENT’S REPORT – Dr. William Stropkaj

The following action items will be considered at the May 17, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

2016/2017 Codes of Conduct

I. 2016/2017 CODES OF CONDUCT FOR STUDENTS

The Administration recommends that the Board approve the *2016/2017 Codes of Conduct* for the Elementary Schools, Middle School, and High School.

For Information Only

The *Codes of Conduct* are the guidelines for student rights and responsibilities as addressed in *Board Policy No. 235 – Student Rights and Responsibilities*.

**SECOND READING
Policy No. 110**

II. SECOND READING OF POLICY NO. 110: INSTRUCTIONAL SUPPLIES

It is recommended that the Board approve the SECOND READING of Policy No. 110: *Instructional Supplies*.

**SECOND READING
Policy No. 114**

III. SECOND READING OF POLICY NO. 114: GIFTED EDUCATION

It is recommended that the Board approve the SECOND READING of Policy No. 114: *Gifted Education*.

**SECOND READING
Policy No. 916**

IV. SECOND READING OF POLICY NO. 916: VOLUNTEERS AND CHAPERONES

It is recommended that the Board approve the SECOND READING of Policy No. 916: *Volunteers and Chaperones*.

**FIRST READING
Policy No. 850**

V. FIRST READING OF POLICY NO. 850: EMPLOYMENT OF DISTRICT STAFF

It is recommended that the Board approve the FIRST READING of Policy No. 850: *Employment of District Staff*.

Removal – Policy No. 215.1

VI. REMOVAL OF POLICY 215.1: GIFTED ACCELERATION

In compliance with *Board Policy No. 003: Functions*, it is recommended that the Board abolish Policy 215.1: Gifted Acceleration.

Professional Development

VII. PROFESSIONAL DEVELOPMENT

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

Kevin Gallagher

Kevin Gallagher AP Summer Institute – AP Calculus BC \$950.00
South Fayette High School
McDonald, PA
June 27-30, 2016 (General Funds)

Shane Hallam

Shane Hallam AP Summer Institute – AP US History \$950.00
South Fayette High School
McDonald, PA
June 27-30, 2016 (General Funds)

Joshua Kirchner

Joshua Kirchner AP Summer Institute – AP Calculus AB \$950.00
South Fayette High School
McDonald, PA
June 27-30, 2016 (General Funds)

Discussion on Making a Change to Already Adopted 2016/2017 School Year Calendar

- Dr. Stropkaj brought to the attention of the Board (by a Board Member) the possibility of making a change to the already adopted 2016/2017 school year calendar.
- May 16, 2017 is Election Day; school was scheduled to be in session. Myrtle Avenue Elementary and Dormont Elementary Schools are designated as voting polls. If it is the Board's recommendation, May 16, 2017, will be a planned day off for the District and also scheduled as the 4th make-up day (due to inclement weather) if needed.
- The last student day will be changed to Friday, June 9, 2017; the last teacher day will be Monday, June 12, 2017.

Education Report

EDUCATION REPORT – Ms. Raeann Lindsey

The following action items will be considered at the May 17, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Textbook on Display for 2016/2017 School Year

I. TEXTBOOK ON DISPLAY FOR THE 2016/2017 SCHOOL YEAR

The Administration recommends, for the 2016/2017 school year, that ***Knight College Physics*** be placed on display for review.

Adoption of Textbooks for 2016/2017

II. ADOPTION OF TEXTBOOKS FOR 2016/2017

The Administration recommends the adoption and purchase (approximate cost listed below) of the following textbooks for the 2016/2017 school year:

<u>Textbook</u>	<u>Publisher</u>	<u>Price</u>
<i>Collections</i> – Grades 6-8 Copyright 2017	Houghton Mifflin Harcourt	\$50,958.50
<i>Big Math Ideas</i> – Grades 6-8 Copyright 2017	Houghton Mifflin Harcourt	\$44,574.89
a. <i>Precalculus with Limits</i> Grades 10-12	Cengage Learning	\$26,097.50
b. <i>Trigonometry</i> Grades 10-12	Cengage Learning	
c. <i>Calculus for AP</i> Grades 10-12 Copyright 2017 for all three (3) books	Cengage Learning	

Discussion on Kindergarten Testing for 2016/2017 Students

- A discussion by Board Members followed regarding the Kindergarten testing for next year’s students. Many Administrators will be involved in this first-time process being conducted at Dormont Elementary School.

Pupil Personnel Report

PUPIL PERSONNEL REPORT – Dr. William Stropkaj

The following action item will be considered at the May 17, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

AIU Head Start Lease

I. ALLEGHENY INTERMEDIATE UNIT HEAD START LEASE AGREEMENT

It is recommended that the Board approve the Allegheny Intermediate Unit Head Start Program Lease Agreement with the Keystone Oaks School District at an amount of \$4,250.04, payable in twelve (12) installments, effective September 1, 2016 through August 31, 2017. The space rental is a classroom at Dormont Elementary School.

Communications Report

COMMUNICATIONS REPORT – Ms. Neely Crowell

The following action item will be considered at the May 17, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Golden Wings Foundation

I. GOLDEN WINGS FOUNDATION

It is recommended that the Board authorize the Superintendent and/or his designee to communicate with the Golden Wings Foundation. The District is offering to assist in reorganizing the Foundation by rewriting the Foundation’s by-laws to ensure District representation on the Board of Trustees, and assist in the operations of the Foundation. The cost is not to exceed \$_____ .

If the Golden Wings Foundation does not respond, or does not wish to reorganize and have the by-laws rewritten, the Board authorizes Maiello, Brungo, Maiello (District Solicitor) to begin the process of filing paperwork to create a new foundation, at a cost not to exceed \$1,275.

- A discussion by Board Members followed regarding the Golden Wings Foundation.

Personnel Report

PERSONNEL REPORT – Mr. David Hommrich

The following action items will be considered at the May 17, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Retirement Date Change

I. RETIREMENT DATE CHANGE

It is recommended that the Board accept the retirement date change for the following classified employee:

<u>Name</u>	<u>Years of KO Service</u>	<u>Retirement Date</u>
Nancy DeLallo High School Secretary	25	June 30, 2016

Nancy DeLallo

Appointments

II. APPOINTMENTS

Food Service Employee

A. Food Service Employee

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 for the 2015/2016 school year pending receipt of all necessary paperwork:

	<u>Name</u>	<u>School</u>	<u>Hourly Wage</u>
Barbara Maide	Barbara Maide	KOMS/KOHS	\$9.00

Teaching Load Compensation

III. 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:

Class Sizes at 30 or Above

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

<u>Employee</u>	<u>Compensation</u>
Rebecca Brooks	\$1,000
Ken Hustava	\$1,000
Nancy Kramer	\$1,000
John McCarthy	\$1,000
Michelle McSwigan	\$1,000
John Murphy	\$2,000
Dennis Sarchet	\$1,000
Jeff Sieg	\$1,000
Kimberly Smykal	\$3,000
Total	\$12,000

Teaching 7 out of 8 Periods

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

<u>Employee</u>	<u>Compensation</u>
Jennifer Bogdanski	\$1,000
Donald Bowlin	\$ 400
Emily Brill	\$1,000
John Buffington	\$1,000
Candice Bush	\$1,000
Christine Chimento	\$ 800
Eric Davidson	\$2,000*
Suzanne Deemer	\$ 800
Lisa Forlini	\$1,000
Karen Hagy	\$2,000*
Shane Hallam	\$1,000
Heather Hakos-Hruby	\$1,000
Nick Kamberis	\$1,000
Michelle Lowers	\$1,000
Michael Magri	\$1,000
John McCarthy	\$1,000
Michelle McSwigan	\$ 400
Hope Muno	\$2,000*
John Murphy	\$1,000

Michael Orsi	\$1,000
Dennis Sarchet	\$1,000
Kimberly Smykal	\$1,000
Joseph Villani	\$1,000
Total	\$24,400

*These individuals were overlooked for the first semester and are being compensated for the first and second semester at this time. This is the reason for the \$2,000.

More than one Prep
During Same Period

C. Secondary Teacher Stipends for Teaching More than One Prep during the Same Period

<u>Employee</u>	<u>Compensation</u>
Jennifer Bogdanski	\$2,000
Candace Bush	\$1,000
Linda Celli	\$2,000
Eric Davidson	\$2,000*
Heather Hakos-Hruby	\$3,000
Michael Magri	\$1,000
Michael Orsi	\$1,000
Jeffrey Oestreich	\$1,000
Beth Smith	\$1,000
Kimberly Smykal	\$2,000
Nancy Stadler	\$3,000
Michael Turner	\$1,000
Diane Vitenas	\$1,000
Total	\$21,000

*This individual was overlooked during the first semester; thus, this amount represents compensation for the first and second semester.

Elementary Teacher
Stipends–Second Semester

D. Elementary Teacher Stipends for Second Semester

<u>Employee</u>	<u>Compensation</u>
Meghan O'Brien	\$3,000
Lori DeMartino	\$2,000
Shannon Turner	\$4,000
Total	\$9,000

Total of all stipends for the semester: \$66,400

Extra Duty Appointments

IV. EXTRA DUTY APPOINTMENTS

Approval of Activities Sponsors and Stipends

A. Approval of Activities - Sponsors and Stipends

It is recommended that the Board approve the following individuals as per the *Keystone Oaks Education Association Collective Bargaining Agreement 2011-2016, Article XXVIII, Extra Duty Compensation, Sub-Section B: Athletic Positions and Compensation*, for the 2015/2016 school year:

Aiken Intramurals	Cailin Irvine	\$ 758.33	
	Michael Shuck	\$1,541.67	(split stipend)
Dormont Intramurals	Andrew Bell	\$2,300.00	
	Edward Hanna	\$2,300.00	
Myrtle Intramurals	Kelly Diven	\$2,300.00	
	Kristie Rosgone	\$2,300.00	

Summer/Pre-Season Stipends

B. Summer/Pre-Season Stipends

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2011-2016, Article XXVIII, Extra Duty Compensation, Sub-Section B: Athletic Positions and Compensation*, it is recommended that the Board approve the following coaches for the 2016 Summer/Pre-Season with payment of \$20.00 per hour:

Baseball	Joseph Aul Scott Crimone William Theobald
Boys Basketball	Daniel Elzer
Girls Basketball	Ian Barrett Ronald Muszynski
Cross Country	Judi Fritz Sarah Hardner Kaitlin Hogel
Football	James Feeney Russ Klein Joseph Klipa Greg Perry Steve McCormick Jeff Sieg
Boys Soccer	Sotiri Tsourekis James Wisniewski

Girls Soccer	Ali Barry Danielle Kandrack Michael Kandrack Jen Luciew
Softball	Kristen Kaminski Mark Kaminski
Tennis	David Bender
Boys & Girls Volleyball	Michael O’Leary Ben Van Balen
Wrestling	Andrew Bell

Leaves of Absence

V. LEAVES OF ABSENCE

Professional Development
Leave

A. Professional Development Leave

Randy Tobias

It is recommended that the Board approve a Professional Development Leave for **Randy Tobias**, Mathematics Teacher, Keystone Oaks High School, for the 2016/2017 school year.

Family & Medical Leaves

B. Family and Medical Leaves

- 1.** It is recommended that the Board approve the following employee, J.J., for Family and Medical Leave for the remainder of the 2015/2016 school year.
- 2.** It is recommended that the Board approve the following employee, J.E., for Family and Medical Leave for the remainder of the 2015/2016 school year and the 2016/2017 school year.

Unpaid Extended
Personal Leave
Eric Davidson

C. Unpaid Extended Personal Leave

It is recommended that the Board approve an unpaid extended personal leave of absence for **Eric Davidson**, Autistic Support Teacher, Keystone Oaks Middle School, for the 2016/2017 school year.

Finance Report

FINANCE REPORT – Mrs. Theresa Lydon

The following action items will be considered at the May 17, 2016 Business/Legislative Meeting:

BOARD ACTION REQUESTED

**Approval of Proposed
Final Budget**

I. APPROVAL OF PROPOSED FINAL BUDGET

The Administration recommends adoption of the 2016/2017 Proposed Final Budget in accordance with Section 687 of the School Laws of Pennsylvania and requests authorization for the budget to be made available for public inspection for 20 days beginning no later than June 1, 2016.

For Information Only

The 2016/2017 Proposed Final Budget is estimated at expenditures of \$ _____. The expected revenues will be _____ with the levying of _____ mills. The approval of the 2016/2017 Final General Budget is scheduled for June 21, 2016.

- A discussion by Board Members followed regarding the final budget.

**Accounts Payable
Approval Lists**

II. ACCOUNTS PAYABLE APPROVAL LISTS

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

- | | |
|----------------------|-----------------------|
| A. General Fund | <i>To Be Provided</i> |
| B. Risk Management | <i>To Be Provided</i> |
| C. Food Service Fund | <i>To Be Provided</i> |
| D. Athletics | <i>To Be Provided</i> |
| E. Renovations | <i>To Be Provided</i> |

**IRS Audit - General
Obligation Bonds
Series of 2010**

III. IRS AUDIT – GENERAL OBLIGATION BONDS, SERIES OF 2010

It is recommended that the Board authorize Christopher Brewer, District's Bond Council from Dinsmore & Shohl's Public Finance Practice Group, to complete all of the paperwork for this audit and move forward in representing the District in this audit.

For Information Only

The purpose of this audit is to determine compliance with federal tax requirements.

Extension Contract for Natural Gas with UGI Energy Services

IV. EXTENSION CONTRACT FOR NATURAL GAS WITH UGI ENERGY SERVICES

It is recommended that the Board approve a one-year extension beginning September 2016 through August 2017 for the natural gas service provided by UGI Energy Services, LLC, at a cost of -\$0.430 per Dth basis.

For Information Only

This service is part of the Allegheny Intermediate Unit #3 Consortium.

- Mr. Cesario stated that this was a very good deal compared to other companies' costs.

FOR INFORMATION ONLY

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

ACCT	DESCRIPTION	2015-2016 BUDGET TOTAL	2015-2016 APRIL 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 APRIL 30, 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 APRIL 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 MARCH 31, 2016

	04/30/2016
	BALANCE
	<hr/>
GENERAL FUND	
FNB BANK	\$
PAYROLL (pass-thru account)	\$
FNB SWEEP ACCOUNT	\$
PLGIT	\$
PSDLAF	\$
INVEST PROGRAM	\$
	<hr/>
	<hr/> <hr/>
CAFETERIA FUND	
FNB BANK	\$
PLGIT	\$
	<hr/>
	<hr/> <hr/>
CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$
PLGIT - GENERAL ACCOUNT	\$
PLGIT - G.O. BOND SERIES C OF 2014/ 12-18	\$
	<hr/>
	<hr/> <hr/>
RISK MANAGEMENT FUND/TAX REFUNDS	
FNB BANK	\$
	<hr/>
	<hr/> <hr/>
GRAND TOTAL	\$
	<hr/> <hr/>

- A discussion by Board Members followed regarding:
 - LED Light Fixtures for the District
 - Dormont Memorial Stadium Score Board

Public Comment

PUBLIC COMMENT

Janet Domalik
Green Tree

Re: Scheduling Issues

Joanna Bouldin
Dormont

Re: Teacher Contract Negotiations

Adjournment

ADJOURNMENT

On the motion of Mrs. Lydon, seconded by Mr. Howard, the meeting was adjourned at 8:31 p.m.

Motion passed 8-0

Respectfully submitted,

Sharon Gologram
Board Secretary

Charmaine Masztak
Assistant Board Secretary
Recording Board Secretary