



KEYSTONE OAKS SCHOOL DISTRICT
1000 Kelton Avenue
Pittsburgh, PA 15216

BOARD OF SCHOOL DIRECTORS

MINUTES

WORK SESSION

Tuesday, March 18, 2014
7:00 PM

**KEYSTONE OAKS SCHOOL DISTRICT
SCHOOL DIRECTORS' CALENDAR OF COMING EVENTS**

March 18, 2014 – Work Session

7:00 PM Meeting

- Call To Order
President Finucan called the meeting to order at 7:10 p.m.
- Pledge Of Allegiance
Present: Mr. Finucan, Ms. Lindsey, Mr. Cesario, Mr. Brownlee, Ms. Crowell, Mr. Domalik, Mr. Hommrich, Mr. Howard, Ms. Shaw, Dr. Stropkaj, Superintendent; Dr. Foster, Assistant Superintendent; Mr. Brandenburg, Director of Fiscal Services; and Mr. Brungo, Solicitor
- Public Comment – **NONE**
- Review of Reports
- Public Comment – **NONE**
- Adjournment – **9:30 p.m.**

March 27, 2014 – Business/Legislative Meeting

7:00 PM Meeting

- Call To Order
- Pledge Of Allegiance
- Public Comment
- Approval of Reports
- Public Comment
- Adjournment

BOARD PRESIDENT'S REPORT
MARCH 27, 2014

Mr. Joseph Finucan

BOARD ACTION REQUESTED

I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of February 18, 2014 and the Business/Legislative Minutes of February 27, 2014 as enclosed.

FOR INFORMATION ONLY

- | | | |
|------|--|---|
| I. | Parkway West Career and Technology Center Report | <i>Ms. Annie Shaw</i>
<i>Mr. Donald Howard - Alternate</i> |
| II. | SHASDA Report | <i>Mr. Daniel Domalik</i> |
| III. | Golden Wings Foundation, Inc. Report | <i>Mr. Donald Howard</i> |
| IV. | PSBA/Legislative Report | <i>Ms. Raeann Lindsey</i> |
| V. | Castle Shannon Borough Council Minutes | <i>(Available Online)</i> |
| VI. | Dormont Borough Council Minutes | <i>(Available Online)</i> |
| VII. | Green Tree Borough Council Minutes | <i>(Available Online)</i> |

SUPERINTENDENT'S REPORT

MARCH 27, 2014

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. ELIMINATION OF BOARD POLICIES

It is recommended that the Board eliminate Polices 357: Unlawful Harassment/Discrimination – Administrative Employees; 457: Harassment by Professional Employees, and 557: Harassment by Classified Employees, which have all been superseded by Policy 848: Unlawful Harassment, adopted on June 20, 2013.

II. FIRST READING OF POLICY NO. 000: BOARD POLICY/PROCEDURES/ADMINISTRATIVE PROCEDURES

In accordance with Board Policy No. 011, the Administration recommends the FIRST READING of revised Policy No. 000: *Board Policy/Procedures/Administrative Procedures*.

III. FIRST READING OF REVISED POLICY NO. 001: NAME AND CLASSIFICATION

In accordance with Board Policy No. 011, the Administration recommends the FIRST READING of revised Policy No. 001: *Name and Classification*.

IV. FIRST READING OF REVISED POLICY NO. 002: AUTHORITY AND POWERS

In accordance with Board Policy No. 011, the Administration recommends the FIRST READING of revised Policy No. 002: *Authority and Powers*.

V. FIRST READING OF REVISED POLICY NO. 003: FUNCTIONS

In accordance with Board Policy No. 011, the Administration recommends the FIRST READING of revised Policy No. 003: *Functions*.

VI. FIRST READING OF REVISED POLICY NO. 004: MEMBERSHIP

In accordance with Board Policy No. 011, the Administration recommends the FIRST READING of revised Policy No. 004: *Membership*.

VII. FIRST READING OF REVISED POLICY NO. 005: ORGANIZATION

In accordance with Board Policy No. 011, the Administration recommends the FIRST READING of revised Policy No. 005: *Organization*.

VIII. FIRST READING OF REVISED POLICY NO. 006: MEETINGS

In accordance with Board Policy No. 011, the Administration recommends the FIRST READING of revised Policy No. 006: *Meetings*.

IX. FIRST READING OF REVISED POLICY NO. 007: DISTRIBUTION

In accordance with Board Policy No. 011, the Administration recommends the FIRST READING of revised Policy No. 007: *Distribution*.

X. FIRST READING OF REVISED POLICY NO. 011: BOARD GOVERNANCE STANDARDS/CODE OF CONDUCT

In accordance with Board Policy No. 011, the Administration recommends the FIRST READING of revised Policy No. 011: *Board Governance Standards/Code of Conduct*.

XI. FIRST READING OF REVISED POLICY NO. 903: PUBLIC PARTICIPATION IN BOARD MEETINGS

In accordance with Board Policy No. 011, the Administration recommends the FIRST READING of revised Policy No. 903: *Public Participation in Board Meetings*.

- **Discussion by Board Members followed on the above policies.**

EDUCATION REPORT

MARCH 27, 2014

Ms. Raeann Lindsey, Chairperson

FOR INFORMATION ONLY

I. Assessment Updates

II. Secondary

- **Program of Studies**
- **AP Classes**
- **Graduation Requirements**

III. Teacher Evaluation/Student Learning Objectives

IV. Olweus Elementary Bullying Prevention Program

V. STEAM Classroom

- **Robotics Curriculum**
- **3-D Printer**

VI. Kindergarten Orientation Program

VII. Extended School Year Program

VIII. CPI Training

IX. Safe Sports School

X. Head Start/Dart Classrooms

XI. Health

- **Epi-Pens**
- **AEDs**

XII. Out-of-District Placements & KOSD Cyber

XIII. PSBA

- **Discussion by Board Members followed on the above topics.**

PERSONNEL REPORT
MARCH 27, 2014

Mr. Joseph Finucan, Chairperson

BOARD ACTION REQUESTED

RESIGNATION

I. Food Service Employee

It is recommended the Board accept the resignation of *Rebecca Motus*, Food Service employee at Keystone Oaks High School, effective March 12, 2014.

APPOINTMENTS

I. Athletic Coaches

In compliance with the **Keystone Oaks Education Association Agreement 2011-2016**, it is recommended the Board approve the following individuals as coaches, pending receipt of all legal documents and clearances:

<u>Name</u>	<u>Sport</u>	<u>Stipend</u>
<i>Danielle Kandrack</i>	Middle School Track Assistant	\$2,560
<i>Michael O'Leary</i>	Boys Volleyball Assistant	\$2,605
<i>Danielle Tate</i>	Middle School Track Assistant	\$2,560

FINANCE REPORT

MARCH 27, 2014

Mr. Daniel Domalik, Chairperson

BOARD ACTION REQUESTED

I. ACCOUNTS PAYABLE APPROVAL LISTS

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

A. Accounts Payable for February 28, 2014	\$ 813,474.57
Accounts Payable to March 14, 2014	\$ 604,692.09
B. Food Service Accounts Payable for February 28, 2014	\$ 41,172.84
Food Service Accounts Payable to March 14, 2014	\$ 41,173.54
TOTAL	\$1,500,510.70

II. AIU PROGRAM OF SERVICES BUDGET

It is recommended the Board approve the proposed 2014/2015 Allegheny Intermediate Unit Program of Services Budget as presented. The budget totals \$4,088,563. There is no increase in the total district allocation. The Keystone Oaks School District's contribution to the AIU Program of Services Budget is \$37,319.93.

FOR INFORMATION ONLY

This represents an increase of \$865.10 from this school year.

III. HAWLEY CONSULTING GROUP – GASB 45 VALUATION

It is recommended that the Board approve **Hawley Consulting Group** for GASB 45 valuation services at a cost of \$5,800. GASB 45 is a statement recently issued by the Governmental Accounting Standards Board that says that organizations who follow GASB accounting must quantify the long term liability for providing medical benefits to retirees. The liability must then be recorded on the organization's financial statements.

- **Discussion by Board Members followed on the above topics.**

FOR INFORMATION ONLY

I. EXPENDITURE/REVENUE 2013/2014 BUDGET to ACTUAL/PROJECTION

ACCT	DESCRIPTION	2013-2014 BUDGET TOTAL	2013-2014 8 MONTH FEBRUARY/ACTUAL	MONTH END + ESTIMATED PROJECTION	OVER (UNDER) BUDGET
Revenue					
6000	Local Revenue Sources	\$ 25,101,155	\$ 26,748,215	\$ 27,521,556	\$ 2,420,401
7000	State Revenue Sources	\$ 9,917,008	\$ 5,521,880	\$ 9,840,001	\$ (77,007)
8000	Federal Revenue Sources	\$ 446,504	\$ -	\$ 440,504	\$ (6,000)
Total Revenue		\$ 35,464,667	\$ 32,270,095	\$ 37,802,061	\$ 2,337,394
					(OVER) UNDER BUDGET
Expenditures					
100	Salaries	\$ 14,673,483	\$ 7,814,856	\$ 14,634,102	\$ 39,381
200	Benefits	\$ 7,848,904	\$ 4,400,587	\$ 7,728,228	\$ 120,676
300	Professional/Technical Services	\$ 1,060,408	\$ 816,696	\$ 1,358,826	\$ (298,418)
400	Property Services	\$ 1,468,919	\$ 1,021,265	\$ 1,421,389	\$ 47,530
500	Other Services	\$ 4,208,192	\$ 2,673,286	\$ 4,351,034	\$ (142,842)
600	Supplies/Books	\$ 1,419,255	\$ 1,090,245	\$ 1,361,496	\$ 57,759
700	Equipment/Property	\$ 111,475	\$ 66,824	\$ 86,028	\$ 25,447
800	Other Objects	\$ 1,441,760	\$ 1,419,656	\$ 2,236,227	\$ (794,467)
900	Other Financial Uses	\$ 3,703,500	\$ 3,466,566	\$ 3,703,500	\$ -
Total Expenditures		\$ 35,935,896	\$ 22,769,981	\$ 36,880,830	\$ (944,934)
Expenditures exceeding Revenues		\$ (471,229)	\$ 9,500,114	\$ 921,231	\$ 1,392,460

**II. CASH, CASH EQUIVALENTS AND RELATED INTEREST INCOME AS OF
FEBRUARY 28, 2014**

	1/31/2014				2/28/2014
	ENDING	DEBIT	CREDIT	INTEREST	ENDING
	BALANCE	RECEIVED	DISBURSED	INCOME	BALANCE
GENERAL FUND					
PNC BANK	\$ 7,021,696	\$ 655,607	\$(2,999,719)	\$ -	\$ 4,677,584
PLGIT	\$ 11,391,221	\$ 600,496	\$ -	\$ 90	\$ 11,991,806
PSDLAF - 4/08/2014 Maturity	\$ 153,700		\$ -	\$ -	\$ 153,700
INVEST PTOGRAM	\$ 170,677			\$ 7	\$ 170,684
	<u>\$ 18,737,294</u>	<u>\$ 1,256,103</u>	<u>\$(2,999,719)</u>	<u>\$ 97</u>	<u>\$ 16,993,774</u>
CAFETERIA FUND					
PNC BANK	\$ 100,388	\$ 53,512	\$(73,483)	\$ -	\$ 80,417
PLGIT	\$ 380,699	\$ 29,935	\$ -	\$ 3	\$ 410,636
	<u>\$ 481,087</u>	<u>\$ 83,447</u>	<u>\$(73,483)</u>	<u>\$ 3</u>	<u>\$ 491,053</u>
CONSTRUCTION FUND / CAP RESERVE					
PNC BANK	\$ 224,450	\$ -	\$(47,980)	\$ 24	\$ 176,494
GRAND TOTAL	<u>\$ 19,442,830</u>	<u>\$ 1,339,549</u>	<u>\$(3,121,182)</u>	<u>\$ 124</u>	<u>\$ 17,661,321</u>

III. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF FEBRUARY 28, 2014

Bank Account - Status	Middle / High School	Athletics
Cash Balance as of January 31, 2014	\$124,803.75	\$57,977.71
Deposits(General Fund transfer)	\$8,387.95	\$ 5,008.52
Subtotal	133,191.70	\$62,986.23
Expenditures	\$11,410.54	\$4,216.09
Cash Balance as of February 28, 2014	\$121,781.16	\$58,770.14

FACILITIES REPORT

MARCH 27, 2014

Mr. Matthew Cesario, Chairperson

BOARD ACTION REQUESTED

I. REQUEST FROM GREEN TREE BOROUGH

It is recommended the Board grant permission for the Borough of Green Tree to plant trees on the District property at Aiken Elementary School adjacent to the public right-of-way along Parkway Center Drive, if Green Tree Borough is successful in obtaining a grant to acquire the trees through the *Tree Vitalize Program*.

- **Discussion by Board Members followed on the above topic.**

ACTIVITIES & ATHLETICS REPORT

MARCH 27, 2014

Mr. David Hommrich, Chairperson

BOARD ACTION REQUESTED

I. OVERNIGHT TRIP

The Administration recommends the approval of the following overnight trip:

PJAS State Competition

Penn State University (Main Campus)

May 18-19-20, 2014

Chaperone: Nadine Pisani

Number of students participating: 3

Cost per student: \$155

Total cost to the District - \$290

FOR INFORMATION ONLY

Total cost includes transportation, lodging and meals.

- **Discussion by Board Members followed on the above overnight trip.**