

**KEYSTONE OAKS SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS**

**BUSINESS/LEGISLATIVE MEETING
Thursday, May 29, 2014
7:00 PM**

MINUTES

Call to Order	President Joseph Finucan called the meeting to order at 7:08 p.m.
Pledge	The meeting opened with the pledge to the flag.
Attendance	Those present included: Mr. Brownlee, Mr. Cesario, Ms. Crowell, Mr. Domalik, Mr. Finucan, Mr. Hommrich, Mr. Howard Ms. Lindsey and Ms. Shaw. Also present were Dr. William P. Stropkaj, Superintendent; Dr. Foster, Assistant Superintendent, Mr. Brandenburg, Director of Fiscal Services; Mr. Michael Brungo, Solicitor; and Mrs. Masztak, Assistant Board Secretary/ Recording Secretary
Aaron Smith Director of Technology	Mr. Aaron Smith, Director of Technology, presented an overview of the Networking Project for the District.
Public Comment	PUBLIC COMMENT – None
Board President’s Report	BOARD PRESIDENT’S REPORT – Mr. Joseph Finucan
Nominations for Office of Treasurer	NOMINATIONS FOR THE OFFICE OF TREASURER On the motion of Mr. Hommrich, seconded by Mr. Domalik, the Board appointed Mr. Cesario as the Treasurer to serve for a one-year term beginning July 1, 2014. <i>Motion passed unanimously</i>
Board Minutes	BOARD MINUTES On the motion of Ms. Shaw, seconded by Ms. Lindsey, the Board approved the Work Session Minutes of April 15, 2014 and the Business/Legislative Minutes of April 24, 2014. <i>Motion passed unanimously</i>

FOR INFORMATION ONLY

- I. Parkway West Career and Technology Center Report *Ms. Annie Shaw*
Mr. Donald Howard – Alternate
- II. SHASDA Report *Mr. Daniel Domalik*
 - Awards Banquet for SHASDA students
- III. Golden Wings Foundation, Inc. Report *Mr. Donald Howard*
 - Day of Giving generated \$350.00
- IV. PSBA/Legislative Report *Ms. Raeann Lindsey*
- V. Castle Shannon Borough Council Minutes *(Available Online)*
- VI. Dormont Borough Council Minutes *(Available Online)*
- VII. Green Tree Borough Council Minutes *(Available Online)*

Executive Session

EXECUTIVE SESSION REPORT – FOR INFORMATION ONLY

Prior to the May 29, 2014 Business/Legislative Meeting, an Executive Session was held Personnel issues and the Energy Response Program.

Superintendent’s Report

SUPERINTENDENT’S REPORT – Dr. William Stropkaj

Elimination of Board Policies

ELIMINATION OF BOARD POLICIES

On the motion of Ms. Shaw, seconded by Ms. Lindsey, the Board eliminated the following polices since **Board Policy No. 903: *Public Participation in Board Meetings*** supersedes them:

- Board Policy No. 009: *Audio and Video Recording Devices*
- Board Policy No. 903.1: *Use of Recording Devices at Public Board Meetings and Committee Meetings*

Motion passed unanimously

**First Reading – Board
Policy No. 103**

**FIRST READING OF REVISED POLICY NO. 103: NONDISCRIMINATION
IN SCHOOL – CLASSROOM PRACTICES**

On the motion of Ms. Shaw, seconded by Ms. Lindsey, in accordance with Board Policy No. 011, the Board approved the FIRST READING of revised Policy No. 103: *Nondiscrimination in School – Classroom Practices.*

Motion passed unanimously

**First Reading – Board
Policy No. 104**

**FIRST READING OF REVISED POLICY NO. 104: NONDISCRIMINATION
IN EMPLOYMENT AND CONTRACT PRACTICES**

On the motion of Ms. Shaw, seconded by Mr. Howard, in accordance with Board Policy No. 011, the Board approved the FIRST READING of revised Policy No. 104: *Nondiscrimination in Employment and Contract Practices.*

Motion passed unanimously

**First Reading – Board
Policy No. 139.1**

**FIRST READING OF POLICY NO. 139.1: EXTRACURRICULAR
PARTICIPATION BY CHARTER OR CYBER CHARTER STUDENTS**

On the motion of Ms. Shaw, seconded by Ms. Lindsey, in accordance with Board Policy No. 011, the Board approved the FIRST READING of revised Policy No. 139.1: *Extracurricular Participation by Charter or Cyber Charter Students.*

Motion passed unanimously

**First Reading – Board
Policy No. 209.1**

FIRST READING OF POLICY NO. 209.1: FOOD ALLERGY MANAGEMENT

On the motion of Ms. Shaw, seconded by Mr. Finucan, in accordance with Board Policy No. 011, the Board approved the FIRST READING of revised Policy No. 209.1: *Food Allergy Management.*

- Mr. Cesario stated that the policy was necessary, the right thing to do, but needed to be refined.

Motion passed 8-1

**First Reading – Board
Policy No. 217**

**FIRST READING OF REVISED POLICY NO. 217: GRADUATION
REQUIREMENTS**

On the motion of Ms. Shaw, seconded by Mr. Cesario, in accordance with Board Policy No. 011, the Board approved the FIRST READING of revised Policy No. 217: *Graduation Requirements.*

Motion passed unanimously

2015 Kennywood Picnic

2015 KENNYWOOD PICNIC

On the motion of Mr. Finucan, seconded by Mr. Howard, the Board approved **Wednesday, June 17, 2015** as the Kennywood Picnic Day for the 2014/2015 school year.

For Information Only

This new date will be adjusted for the adopted 2014/2015 school year calendar.

Motion passed unanimously

AIU – Notice of Adoption Policies, Procedures, & Use of Funds

ALLEGHENY INTERMEDIATE UNIT – NOTICES OF ADOPTION POLICIES, PROCEDURES AND USE OF FUNDS

On the motion of Mr. Finucan, seconded by Ms. Shaw, the Board approved the Allegheny Intermediate Unit’s *Notice of Adoption of Policies, Procedures and Use of Funds* in compliance with the federal requirements of 34 CFR 300.101 through 300.624 as part of the IDEIA Application for the 2014/2015 school year.

Motion passed unanimously

Professional Development

PROFESSIONAL DEVELOPMENT

On the motion of Mr. Finucan, seconded by Ms. Neely, the Board approved the following conference requests:

John Murphy

John Murphy

AP Comparative Government & Politics
Philadelphia Convention Center
Philadelphia, PA
July 10, 2014

\$1,215.16

Beth Salimbene

Beth Salimbene

American Speech Hearing Association (ASHA)
David L. Lawrence Convention Center
Pittsburgh, PA
July 24-27, 2014

\$399.00

Motion passed unanimously

Education Report

EDUCATION REPORT – Ms. Raeann Lindsey

FOR INFORMATION ONLY

- **STAFFING UPDATE**
- **ESL CORE PROGRAM**

- **AP EXPANDED OFFERINGS**
- **EXTENDED SCHOOL YEAR UPDATE**
- **EVALUATION UPDATE FOR PROFESSIONAL STAFF**
- **EPI-PENS AND AED SIGNAGE**

Personnel Report

PERSONNEL REPORT – Mr. Joseph Finucan

Resignations

RESIGNATIONS

**Keith Konyk
Principal - KOMS**

A. Middle School Principal

On the motion of Mr. Howard, seconded by Mr. Cesario the Board accepted the letter of resignation from **Keith Konyk**, Keystone Oaks Middle School Principal, effective June 30, 2014.

Motion passed unanimously

**Brian Reese
Systems Administrator**

B. Systems Administrator

On the motion of Mr. Howard, seconded by Mr. Cesario, the Board accepted the resignation from **Brian Reese**, Systems Administrator, effective June 16, 2014.

Motion passed unanimously

**Kenneth Hustava
Athletic Director**

C. Athletic Director

On the motion of Mr. Howard, seconded by Mr. Cesario, the Board accepted the resignation from **Kenneth Hustava**, Athletic Director, effective June 30, 2014.

Motion passed unanimously

Appointments

APPOINTMENTS

Extended School Year

A. Extended School Year

On the motion of Ms. Shaw, seconded by Ms. Lindsey, the Board approved the following individuals for the *Extended School Year Program*, being held on Tuesdays, Wednesdays, and Thursdays (July 8 through July 31, 2014):

<u>Name</u>	<u>Position</u>	<u>Name</u>	<u>Position</u>
Deena DiChellis	Secondary Level	Desire Krawchyk	Guidance
Hope Muno	Elementary Level	Kelly Tolley	Speech Therapist

Marlo Ortiz Middle School Level **Alexandra Polens** Paraprofessional
Terry Oberst Elementary Level **Alicia Moon** Paraprofessional (PCA)

Salary in compliance with the KOEA Agreement 2011 – 2016 based on a per period rate of \$26.40 to \$42.37.

Name **Position**
Jodi Bernhard Paraprofessional (PCA)
Janet Shedlock Paraprofessional

Salary in compliance with the KOESPA Agreement 2009 – 2014 based on an hourly rate of \$11.51 to \$14.31. (Additional \$0.50 per hour for Personal Care Aide)

Motion passed unanimously

Teaching Load Compensation

TEACHING LOAD COMPENSATION

On the motion of Ms. Neely, seconded by Mr. Howard, in compliance with the **Keystone Oaks Education Association Agreement 2011-2016, Article VII, Teaching Load**, the Board approved the following individuals for compensation per this Article:

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

Secondary Teacher Stipends – Class Sizes 30 or Above

<u>Employee</u>	<u>School</u>	<u>Compensation</u>
Jennifer Bogdanski	High School	\$1,000
Patrick Falsetti	Middle School	\$2,000
Lisa Forlini	High School	\$1,000
Kevin Gallagher	High School	\$1,000
Sarah Hardner	Middle School	\$2,000
Nancy Kraemer	High School	\$1,000
Steve McCormick	High School	\$1,000
Roman Nardozi	High School	\$2,000
Kim Smykal	High School	\$1,000
Joan Young	High School	\$3,000
Total:		\$15,000

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

Secondary Teacher Stipends for Teaching 7 out of 8 Periods

<u>Employee</u>	<u>School</u>	<u>Compensation</u>
Andrew Bochicchio	High School	\$1,000
Jennifer Bogdanski	High School	\$1,000
Don Bowlin	High School	\$ 200
Emily Brill	Middle School	\$1,000

Kelly Connolly	High School	\$1,000
Maria Dayka	High School	\$1,000
Dena DeChellis	High School	\$1,000
Suzanne Deemer	High School	\$ 400
Lisa Forlini	High School	\$1,000
Joyelle Galizeswki	High School	\$1,000
Kevin Gallagher	High School	\$1,000
Karen Hagy	Middle School	\$1,000
Heather Hakos-Hruby	High School	\$1,000
Nick Kamberis	High School	\$1,000
Danielle Kandrack	High School	\$1,000
Joshua Kirchner	High School	\$1,000
Joseph Klipa	Middle School	\$ 400
Nicole Kochanski	High School	\$1,000
Tricia Kreitzer	High School	\$1,000
Michele Lowers	High School	\$1,000
Michael Magri	High School	\$1,000
Steve McCormick	High School	\$1,000
Michael Orsi	High School	\$1,000
Nadine Pisano	Middle School	\$1,000
Dennis Sarchet	Middle School	\$1,000
Julie Schindehette	High School	\$1,000
Michael Turner	High School	\$1,000
Total:		\$25,000

Secondary Teacher
Stipends for Teaching
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>School</u>	<u>Compensation</u>
Georgene Bemis	High School	\$3,000
Jennifer Bogdanski	High School	\$1,000
Dena DeChellis	High School	\$1,000
Heather Hakos-Hruby	High School	\$5,000
Tricia Kreitzer	High School	\$ 200
Michael Magri	High School	\$1,000
Steve McCormick	High School	\$1,000
Jeffrey Oestreich	High School	\$3,000
Michael Orsi	High School	\$1,000
Beth Smith	High School	\$1,000
Michael Turner	High School	\$1,000
Total:		\$18,200

Elementary Teacher
Stipends for Second
Semester

D. Elementary Teacher Stipends for Second Semester

<u>Employee</u>	<u>School</u>	<u>Compensation</u>
Deborah Bucek	Dormont	\$1,000
Lori DeMartino	Dormont	\$2,000
Mary Ann Lucas	Dormont	\$2,000
Scott Mizikar	Dormont	\$2,000
Amy Guiliani	Aiken	\$2,000
Jill Graham	Aiken	\$4,000
Daniel Galentine	Myrtle	\$4,000
Jennifer Kusserow	Myrtle	\$4,000
Total:		\$21,000

Motion passed unanimously

Post Season Coaching
Stipend

POST SEASON COACHING STIPEND

On the motion of Mr. Howard, seconded by Ms. Lindsey, in compliance with the **Keystone Oaks Educational Association 2011-2016, Article XXVII, Athletic Positions and Compensation**, the Board approved payment to the following individuals for coaching in the post season at \$50.00 per week:

Boys Basketball

Tony Cherico	\$50.00	(1 week)
Brian Partyka	\$50.00	(1 week)
Mark Schrier	\$50.00	(1 week)

Wrestling

Richard Bonaccorsi	\$150.00	(3 weeks)
Michael Ober	\$75.00	(3 weeks – Split)
John Cerminara	\$75.00	(3 weeks – Split)
Andrew Bell	\$150.00	(3 weeks)

Motion passed unanimously

Finance Report

FINANCE REPORT – Mr. Daniel Domalik

Committed Real Estate
Taxes

COMMITTED REAL ESTATE TAX REFUNDS

On the motion of Mr. Howard, seconded by Ms. Lindsey, the Board approved the Committed Real Estate Tax Refunds to the General Fund to pay Real Estate Tax Refunds as of April 30, 2014 in the amount of \$468,872.00 and the remaining amount of \$151,128.00 to Committed for PSERS Future Retirement increases.

Motion passed unanimously

**Accounts Payable
Approval Lists**

ACCOUNTS PAYABLE APPROVAL LISTS

On the motion of Mr. Domalik, seconded by Mr. Cesario, the Board approved the following Accounts Payable lists as presented in the *Finance Package*:

A.	Accounts Payable for May 20, 2014	\$644,587.85
B.	Food Service Fund Accounts Payable for May 20, 2014	\$51,829.49
	TOTAL	\$696,417.34

Motion passed unanimously

Athletic Bids

ATHLETIC BIDS

On the motion of Mr. Domalik, seconded by Ms. Neely, the Board did not approve the following Athletic Bids for the 2014/2015 school year:

Aluminum Athletic Equipment Company	\$10.00
Century Sports	\$70,334.27
M-F Athletic Company	\$159.90
Passon's Sports	\$1,335.03
TOTAL	\$71,839.20

Motion failed 0-9

Custodial Supply Bids

CUSTODIAL SUPPLY BIDS

On the motion of Mr. Domalik, seconded by Mr. Cesario, the Board approved the following Custodial Supply Bids for the 2014/2015 school year:

AGF	\$9.50
Calico Industries	\$277.60
Central Poly Corporation	\$5,330.00
DH Bertenthal & Son	\$269.00
LM Colker	\$6,940.36
TOTAL	\$12,826.46

Motion passed 8-0

(Ms. Neely left the room)

**Contract to Sell or
Purchase Meals
Head Start**

CONTRACT TO SELL OR PURCHASE MEALS –HEAD START

On the motion of Mr. Domalik, seconded by Mr. Howard, the Board approved the *Contract to Sell or Purchase Meals from Schools* between the Keystone Oaks School District and the Allegheny Intermediate Unit Head Start Program located in Dormont Elementary School, for the 2014/2015 school year.

Motion passed 8-0

(Ms. Neely left the room)

FOR INFORMATION ONLY

EXPENDITURE/REVENUE 2013 - 2014 BUDGET to ACTUAL / PROJECTION

ACCT	DESCRIPTION	2013-2014 BUDGET TOTAL	2013-2014 10 MONTH APRIL/ACTUAL	MONTH END + ESTIMATED PROJECTION	OVER (UNDER) BUDGET
Revenue					
6000	Local Revenue Sources	\$ 25,101,155	\$ 25,067,769	\$ 25,329,425	\$ 228,270
7000	State Revenue Sources	\$ 9,917,008	\$ 7,011,977	\$ 9,837,422	\$ (79,586)
8000	Federal Revenue Sources	\$ 446,504	\$ 112,054	\$ 462,345	\$ 15,841
Total Revenue		\$ 35,464,667	\$ 32,191,800	\$ 35,629,192	\$ 164,525
					(OVER) UNDER BUDGET
Expenditures					
100	Salaries	\$ 14,673,483	\$ 10,251,907	\$ 14,620,656	\$ 52,827
200	Benefits Professional/Technical	\$ 7,848,904	\$ 5,659,451	\$ 7,575,649	\$ 273,255
300	Services	\$ 1,060,408	\$ 1,011,031	\$ 1,348,086	\$ (287,678)
400	Property Services	\$ 1,468,919	\$ 1,181,639	\$ 1,440,405	\$ 28,514
500	Other Services	\$ 4,208,192	\$ 3,288,603	\$ 4,409,904	\$ (201,712)
600	Supplies/Books	\$ 1,419,255	\$ 1,270,278	\$ 1,397,466	\$ 21,789
700	Equipment/Property	\$ 111,475	\$ 70,228	\$ 77,139	\$ 34,336
800	Other Objects	\$ 1,441,760	\$ 1,664,142	\$ 1,664,142	\$ (222,382)
900	Other Financial Uses	\$ 3,703,500	\$ 3,747,810	\$ 3,747,810	\$ (44,310)
Total Expenditures		\$ 35,935,896	\$ 28,145,090	\$ 36,281,257	\$ (345,361)
Expenditures exceeding Revenues		\$ (471,229)	\$ 4,046,710	\$ (652,065)	\$ (180,836)

**CASH, CASH EQUIVALENTS AND RELATED INTEREST INCOME AS OF
April 30, 2014**

	03/31/2014				4/30/2014
	ENDING	DEBIT	CREDIT	INTEREST	ENDING
	BALANCE	RECEIVED	DISBURSED	INCOME	BALANCE
GENERAL FUND					
PNC BANK	\$ 1,689,046	\$ 2,244,879	\$ (2,892,170)	\$ -	\$ 1,041,754
PLGIT	\$ 12,823,289	\$ 655,140	\$ (1,500,000)	\$ 308	\$ 11,978,737
PSDLAF -interest paid quarterly	\$ 153,700		\$ -	\$ 920	\$ 154,620
INVEST PTOGRAM	\$ 170,691			\$ 7	\$ 170,698
	<u>\$ 14,836,726</u>	<u>\$ 2,900,019</u>	<u>\$ (4,392,170)</u>	<u>\$ 1,234</u>	<u>\$ 13,345,809</u>
CAFETERIA FUND					
PNC BANK	\$ 144,476	\$ 187,251	\$ (224,880)		\$ 106,846
PLGIT	\$ 442,424	\$ 37,703	\$ (300,582)	\$ 11	\$ 179,555
	<u>\$ 586,900</u>	<u>\$ 224,954</u>	<u>\$ (525,463)</u>	<u>\$ 11</u>	<u>\$ 286,401</u>
CONSTRUCTION FUND / CAP RESERVE					
PNC BANK	\$ 176,505	\$ -	\$ -	\$ 7	\$ 176,512
GRAND TOTAL	<u>\$ 15,600,131</u>	<u>\$ 3,124,973</u>	<u>\$ (4,917,633)</u>	<u>\$ 1,252</u>	<u>\$ 13,808,722</u>

SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF APRIL 30, 2014

Bank Account - Status	Middle / High School		Athletics	
Cash Balance as of March 31, 2014	\$	124,839.84	\$	\$7,230.79
Deposits (General Fund Transfer)	\$	16,344.00	\$	-
Subtotal	\$	141,183.84	\$	\$7,230.79
Expenditures	\$	21,031.00	\$	4,337.50
Cash Balance as of April 30, 2014	\$	120,152.84	\$	\$2,893.29

Facilities &
Transportation Report

FACILITIES & TRANSPORTATION REPORT – Mr. Matthew Cesario

Summer Work Program

SUMMER WORK PROGRAM

On the motion of Mr. Cesario, seconded by Mr. Howard, the Board approved the following individuals to work for the *Summer Work Program* (pending receipt of all legal documents and clearances):

<u>NAME</u>	<u>RATE/HOUR</u>	<u>YEARS WITH DISTRICT</u>
Bryanna Russo	\$7.75	3
Nina Braun	\$7.50	2
Khrisna Chhetri	\$7.50	2
Donald Daube	\$7.50	2
Josh Gulden	\$7.50	2
Surya Kafle	\$7.50	2
Nevin Kelly	\$7.50	2
Nikole Medved	\$7.50	2
Jessica Porter	\$7.50	2
Nirpa Tamang	\$7.50	2
Michael Cramer	\$7.25	1
Zachary DeNardo	\$7.25	1
Jake Dindak	\$7.25	1
Thomas Hustava	\$7.25	1
Parmila Kafley	\$7.25	1
Dinesh Nepal	\$7.25	1
Rikesh Sharma	\$7.25	1
Danielle Super	\$7.25	1

Charlie Wallander \$7.25 1

David Yantz \$7.25 1

Motion passed unanimously

School Dude

SCHOOL DUDE

The following motion was made by Mr. Cesario:

The Administration recommends the approval of **School Dude Services**, a maintenance and facilities scheduling program, for the 2014/2015 school year at a start-up cost of \$3,831.10. For the second year (2015/2016), the price will be \$2,253.30.

Ms. Shaw seconded the motion.

A discussion by the Board followed:

- It is a system to monitor maintenance; schedule routine service, etc.
- Mr. Swickline will monitor all facilities;
- Will generate reports from School Dude.

Motion passed unanimously

Technology Report

TECHNOLOGY REPORT – Mr. Donald Howard

Network Projects

NETWORK PROJECTS

The following motion was made by Mr. Domalik:

Original Motion

The Administration recommends the approval of the network switch and wireless projects pending the approval of the proposed district budget. Total cost is \$113,748 per year for three years.

Mr. Cesario seconded the motion.

A discussion by the Board followed:

- The motion does not match what originally was presented;
- Need Mr. Smith for more clarification;
- Price is different; motion needs revised; and
- Communication is the main issue; reason not to make the motion.

**Withdraw Motion to
Amend Original Motion**

A motion to amend the original motion was made by Mr. Cesario, seconded by Mr. Howard and then it was withdrawn.

Another motion was made by Mr. Cesario, seconded by Mr. Howard, to amend the original motion:

Amended Motion

The Administration recommends the approval of the network switch and wireless projects pending the approval of the proposed district budget. Total cost is not to exceed \$341,244.00 to be paid over a period of three years.

Motion passed unanimously

Mr. Howard brought up the following issues:

- Quantity of help desk tickets;
- How tickets are handled; and
- Use of technology may increase the efficiency of handling tickets.

Adjournment

ADJOURNMENT

On the motion of Ms. Shaw, seconded by Mr. Finucan, the meeting adjourned at 8:46 p.m.

Respectfully submitted,

Eric A. Brandenburg
Board Secretary

Charmaine Masztak
Assistant Board Secretary
Recording Secretary