



**KEYSTONE OAKS SCHOOL DISTRICT**  
**1000 Kelton Avenue**  
**Pittsburgh, PA 15216**

**BOARD OF SCHOOL DIRECTORS**

**WORK SESSION**  
**TUESDAY, JANUARY 10, 2017**

**BUSINESS/LEGISLATIVE MEETING**

**TUESDAY, JANUARY 17, 2017**  
**7:00 PM**

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

**January 10, 2017 – Work Session**

**7:00 PM Meeting**

- Call to Order – President
- Pledge of Allegiance
- **Recognition: Aaron Colf and Jennie Martin – STEAM**
- **Mr. Maurice Strul – Amendment to the TIF for the Shannon Village Transit Project**
- Public Comment
- Review of Reports
- Public Comment
- Adjournment

**January 17, 2017 –Business/Legislative Meeting**

**7:00 PM Meeting**

- Call to Order – President
- Pledge of Allegiance
- **Megan Mooney – Aiken 5<sup>th</sup> Grade Class President**
- **RE: Food Allergy Management Policy**
- Public Comment
- Approval of Reports
- Public Comment
- Adjournment

# **BOARD PRESIDENT'S REPORT**

**January 17, 2017**

**Mr. Matthew Cesario**

## **BOARD ACTION REQUESTED**

### **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.

### **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 | <i>Ms. Annie Shaw</i><br><i>Mr. Donald Howard - Alternate</i> |
| II. SHASDA Report                                   | <i>Ms. Raeann Lindsey</i>                                     |
| III. Golden Wings Foundation, Inc. Report           | <i>Mr. Donald Howard</i>                                      |
| IV. PSBA/Legislative Report                         | <i>Mr. Donald Howard</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>                                     |

### **VIII. EXECUTIVE SESSION**

# SUPERINTENDENT'S REPORT

January 17, 2017

Dr. William P. Stropkaj

## BOARD ACTION REQUESTED

### 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.

### II. PROFESSIONAL DEVELOPMENT

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

<b>Carol Persin</b> <b>Anna Benvenuti</b>	PA Educational Technology Expo & Conference Hershey, PA February 12-15, 2017	\$965.00 Total
<b>Beth Smith</b>	Future Business Leaders of America: 2017 State Leadership Conference Hershey, PA April 2-5, 2017	\$1,939.00
<b>Abigail Ubinger</b> (Presenter)	Advanced Autism Intervention Training Harrisburg, PA March 28-29, 2017	\$615.00

# EDUCATION REPORT

January 17, 2017

Ms. Raeann Lindsey, Chairperson

## BOARD ACTION REQUESTED

### 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.

### 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.

### 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**

**January 17, 2017**

**Dr. William Stropkaj**

## **BOARD ACTION REQUESTED**

### **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.

# PERSONNEL REPORT

January 17, 2017

Mr. David Hommrich, Chairperson  
Ms. Patricia A. Shaw, Co-Chairperson

## BOARD ACTION REQUESTED

### I. RESIGNATION

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

### 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 - Dormont Elementary School

January 18, 2017

Salary-\$47,500.00 (M, Level 12)

### 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.

### 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.

### 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:

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

Employee

Compensation

<b>Christine Chimento</b>	\$1,000
<b>Danielle Kandrack</b>	\$ 900
<b>Russ Klein</b>	\$1,000
<b>Nancy Kramer</b>	\$1,000
<b>Kevin Gallagher</b>	\$1,000
<b>John McCarthy</b>	\$1,000
<b>Dennis Sarchet</b>	\$2,000

**Total: \$7,900**

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

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

**Total: \$13,800**

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

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

**Total \$2,000**

**4. Elementary Teacher Stipends for First Semester**

<u>Employee</u>	<u>Compensation</u>
<b>Jill Graham</b>	\$3,000
<b>Kristie Rosgone</b>	\$ 280

**Total: \$3,280**

**Grand Total: \$26,980**



## 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.

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

<b>Keith Buckley</b>	Coach	\$1,535 (Stipend split)
<b>James Feeney</b>	Coach	\$1,535 (Stipend split)

# FINANCE REPORT

January 17, 2017

Mrs. Theresa Lydon, 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. 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
<b>TOTAL</b>	<b>\$813,090.73</b>

### 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.

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BOARD PRESIDENT

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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
<b>Revenue</b>				
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)
<b>Total Revenue</b>		<b>\$ 40,533,011</b>	<b>\$ 31,176,936</b>	<b>\$ (9,356,075)</b>
				<b>(OVER)</b> <b>UNDER</b> <b>BUDGET</b>
<b>Expenditures</b>				
100	Salaries	\$ 15,839,295	\$ 5,651,554	\$ 10,187,741
200	Benefits Professional/Technical	\$ 10,401,758	\$ 3,724,112	\$ 6,677,646
300	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
<b>Total Expenditures</b>		<b>\$ 40,955,086</b>	<b>\$ 17,814,908</b>	<b>\$ 23,140,178</b>
<b>Revenues exceeding Expenditures</b>		<b>\$ (422,075)</b>	<b>\$ 13,362,028</b>	<b>\$ 13,784,103</b>

## 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
<b>GENERAL FUND</b>	
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	\$ 171,347
	<u>\$ 19,207,093</u>
<b>CAFETERIA FUND</b>	
FNB BANK	\$ 251,384
PLGIT	\$ 590,668
	<u>\$ 842,052</u>
<b>CONSTRUCTION FUND / CAP RESERVE</b>	
FNB BANK	\$ 152,596
PLGIT - GENERAL ACCOUNT	\$ 1,100,000
PLGIT - G.O. BOND SERIES C OF 2014/ 12-18	\$ 760
	<u>\$ 1,253,356</u>
<b>RISK MANAGEMENT FUND/TAX REFUNDS</b>	
FNB BANK	<u>\$ 274,504</u>
<b>GRAND TOTAL</b>	<b>\$ 21,577,005</b>