



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

**BOARD OF SCHOOL DIRECTORS**

**WORK SESSION**  
**TUESDAY, JANUARY 14, 2020**  
**7:00 PM**

**BUSINESS/LEGISLATIVE SESSION**  
**TUESDAY, JANUARY 21, 2020**  
**7:00 PM**

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

**January 14, 2020 –Work Session**

**7:00 PM Meeting**

- Call to Order – President
- Pledge of Allegiance
- **Presentation by Myers, Patsy & Associates**
- **Board Recognition**
- Public Comment
- Review of Reports
- Public Comment
- Adjournment

**January 21, 2020– Business/Legislative**

**7:00 PM Meeting**

- Call to Order – President
- Pledge of Allegiance
- Public Comment
- Approval of Reports
- Public Comment
- Adjournment

**BOARD PRESIDENT'S REPORT**  
**January 21, 2020**

Ms. Patricia A. Shaw

**BOARD ACTION REQUESTED**

**I. BOARD MINUTES**

It is recommended that the Board approve the Reorganization/Work Session Minutes of December 3, 2019 and the Business/Legislative Minutes of December 10, 2019.

**II. MEMORANDUM OF UNDERSTANDING**

It is recommended that the Board approve the Memorandum of Understanding between the Keystone Oaks School District and the Keystone Oaks Education Support Personnel Association.

**FOR INFORMATION ONLY**

- |   |                           |
|---|---------------------------|
| I. Parkway West Career and Technology Center Report | <i>Ms. Annie Shaw</i>     |
| II. SHASDA Report                                   | <i>Mr. Santo Raso</i>     |
| III. PSBA/Legislative Report                        | <i>Mrs. Theresa Lydon</i> |

IV. News from the Boroughs

**V. EXECUTIVE SESSION**

**VI. BOARD COMMITTEES 2020**

- |                                       |  |
|---------------------------------------|--|
| • Activities and Athletics            | *Ms. Lindsey, Ms. Donahue,<br>Mr. LaPorte, Mrs. Lydon  |
| • Budget and Finance                  | *Ms. Lindsey, Mrs. Lydon,<br>Mr. Raso, Ms. Shaw        |
| • Buildings, Grounds & Transportation | *Mr. Raso, Mr. Cesario,<br>Mr. LaPorte, Ms. Shaw       |
| • Communications                      | *Ms. Crowell, Ms. Evans,<br>Mr. LaPorte, Mr. Raso      |
| • Education                           | *Mrs. Lydon, Ms. Crowell,<br>Mrs. Donahue, Ms. Lindsey |
| • Personnel                           | *Ms Shaw, *Mr. Cesario,                                |

- Policy
- PSBA Representative
- SHASDA Representative

Ms. Crowell, Mrs. Lydon

\*Ms. Shaw, Mr. Cesario,  
Mrs. Donahue, Ms. Evans

Mrs. Lydon

Mr. Raso

**\*Denotes Chairperson(s)**

# SUPERINTENDENT'S REPORT

January 21, 2020

Dr. William P. Stropkaj

## BOARD ACTION REQUESTED

### I. PROFESSIONAL DEVELOPMENT

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

<b>Mrs. Emily Brill</b>	PAFCS Annual Conference Blair County Convention Center Altoona, PA 16602 April 17 – 18, 2020	\$725.00
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#### For Information Only

Ms. Brill is on the Board of Directors of the organization.

<b>Mr. Jesse Jeznis</b>	Certified Pool & Spa Operator Certification Program Pittsburgh, PA March 25- 26, 2020	\$359.00
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<b>Mr. John Lyon</b>	Building Operating Management's NFMT 2020 Baltimore Convention Center Baltimore, MD March 17 – 19, 2020	\$1,200.00
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<b>Mrs. Carol Persin</b>	PA Education Technology Expo & Conference David L. Lawrence Convention Center Pittsburgh, PA February 23 – 26, 2020	\$574.00
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<b>Mrs. Sarah Welch</b>	2020 PenSPRA Symposium Conference Center Shippensburg University Shippensburg, PA 17257 March 25 – 27, 2020	\$740.00
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# EDUCATION REPORT

January 21, 2020

Mrs. Theresa Lydon, Chairperson

## **BOARD ACTION REQUESTED**

### **I. ALLEGHENY INTERMIDATE UNIT MEMORANDUM OF UNDERSTANDING**

The Administration recommends that the Board approve the AIU Transition Memorandum of Understanding between the Keystone Oaks School District and Head Start, in accordance with the Every Student Succeeds Act (ESSA) and Title I.

### **II. KEYSTONE OAKS MIDDLE SCHOOL: PROGRAM OF STUDIES**

The Administration recommends the approval of the Keystone Oaks Middle School Program of Studies for the 2020/2021 school year.

### **III. KEYSTON EOAKS HIGH SCHOOL: PROGRAM OF STUDIES**

The Administration recommends the approval of the Keystone Oaks High School Program of Studies for the 2020/2021 school year.

# PERSONNEL REPORT

January 21, 2020

Ms. Patricia A. Shaw, Co-Chairperson  
Mr. Matthew Cesario, Co-Chairperson

## BOARD ACTION REQUESTED

### I. RETIREMENT

It is recommended that the Board accept the letter of retirement from the following individual, effective June 30, 2020:

<u>Name</u>	<u>Position</u>	<u>Years of Service</u>
Dawn Bartolomeo	Benefits/Payroll Secretary	14 Years

### II. RESIGNATION

It is recommended that the Board accept the following resignation:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Aretina Gdovic	Food Service Worker	January 6, 2020

### III. APPOINTMENTS

#### 1. Paraprofessional

In compliance with the *Keystone Oaks Education Support Personnel Association Agreement 2018-2022*, the Administration recommends the employment of:

**Robert Litzenberger**  
Paraprofessional – Myrtle Avenue Elementary  
Salary - \$13.50/hour  
Effective – January 6, 2020

#### 2. After-School Tutoring Program

It is recommended that the Board approve the following individual to participate in the After-School Tutoring Program for the 2019/2020 school year:

<u>Employee</u>	<u>School</u>
Paige Passatore	Fred L. Aiken Elementary School

### **3. Change in Stipend Amounts**

It is recommended that the Board approve the following change in stipend amount for the below stipends:

<b><u>Sport</u></b>	<b><u>Position</u></b>	<b><u>Coach</u></b>	<b><u>Stipend</u></b>
Football	Assistant	Steve McCormick	\$5,800.00
	Assistant	Russ Klein	\$5,100.00
	Assistant	James Feeny	\$5,100.00
	Assistant	Jeff Sieg	\$5,100.00
	Assistant	Kobe Phillippi	\$3,152.00
	Assistant	Joe Kazalas	\$3,152.00
	Middle School	Paula Jankowiak	\$2,784.00
Wrestling	Assistant	John Cerminara	\$1,000.00
	Assistant	Al Harris	\$4,300.00
	Assistant	Joe Kazalas	\$4,500.00
	Assistant	Mike Kazalas	\$3,400.00

#### **For Information Only**

The Football Stipends were approved at the June 18, 2019 Business/Legislative Meeting but due to staffing responsibilities, stipend amounts were adjusted.

This Wrestling Stipends were approved at the October 22, 2019 Business/Legislative Meeting but due to staffing responsibilities, stipend amounts were adjusted.

## **IV. TEACHING LOAD COMPENSATION**

In compliance with the *Keystone Oaks Education Association Agreement 2017/2020*, it is recommended that the following individuals be compensated for the first semester of the 2019/2020 school year:

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

Christine Chimento	\$1,000
Ken Hustava	\$2,000
Mark Kopper	\$2,000
Nancy Kraemer	\$1,000
Steve McCormick	\$1,000
John Murphy	\$1,000
Nadine Pisani	\$2,000
Joan Young	\$1,000

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

Emily Brill	\$1,000
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Rebekah Brooks	\$1,000
Allyson Culp	\$ 200
Suzanne Deemer	\$ 600
William Eibeck	\$1,000
Nancy Kraemer	\$1,000
Tricia Kreitzer	\$ 400
Michelle McSwigan	\$ 400
Madeline Morris	\$ 200
Lainey Resetar	\$1,000
Kimberly Smykal	\$1,000
Randy Tobias	\$1,000

**3. Stipends for Teaching Two Preparations in One Period**

Nicole Kochanski	\$1,000
Kathy Morrow	\$1,000

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

Deborah Bucek	\$2,000
Elisa DeTullio	\$1,000
Daniel Galentine	\$ 710
Jennifer Harke	\$ 500
Kristie Rosgone	\$1,210
Judy Tredway	\$1,000
Zachary Whitfield	\$2,590

**V. LEAVE OF ABSENCE**

It is recommended that the Board approve the following individuals for Family and Medical Leave:

L.O. – Effective January 6, 2020 through March 30, 2020

S.S. – Effective February 13, 2020 through May 12, 2020

# FINANCE REPORT

January 21, 2020

Ms. Raeann Lindsey, Chairperson

## BOARD ACTION REQUESTED

### I. APPROVAL OF THE 2020/2021 PRELIMINARY BUDGET

The Administration recommends the adoption of the 2020/2021 Preliminary Budget in accordance with Section 687 of the School Code of Pennsylvania.

#### For Information Only

The 2020/2021 Preliminary Budget is estimated at Expenditures of \_\_\_\_\_. The expected Revenues will be \_\_\_\_\_ with the levying of \_\_\_\_\_ mills.

### II. AUDITED FINANCIAL STATEMENTS

The Administration recommends that the Board accept the Audited Financial Statements as of June 30, 2019 as presented.

### III. ACCOUNTS PAYABLE APPROVAL LISTS THROUGH DECEMBER 31, 2019

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

A. General Fund as of December 31, 2019 (Check No. 61198-61344)	\$924,438.57
B. Food Service Fund as of December 31, 2019 (Check No. 9192-9203)	\$41,233.35
C. Athletics as of December 31, 2019 (Check No. 3163-3176)	\$11,909.87
D. Capital Reserve as of December 31, 2019 (None)	\$0.00

**TOTAL                    \$977,581.79**

### IV. CONTINUED MEMBERSHIP IN THE JOINT PURCHASING BOARD

It is recommended that the Board approve continued membership in the Allegheny Intermediate Unit's Joint Purchasing Program for the 2019/2020 school year in the following areas, but not limited to:

Electricity  
Gasoline and Diesel Fuel  
Natural Gas  
Copier Paper

The regular member position for the Joint Purchasing Program will be assigned to **Joseph Kubiak**,

Business Manager, and the alternate member position will be assigned to **John Lyon**, Director of Building, Grounds & Transportation.

For Information Only

This does not obligate the District to purchase materials from the AIU Joint Purchasing Program.

**V. PARKWAY WEST CAREER & TECHNOLOGY CENTER BUDGET**

1. The Administration recommends that the Board approve the Parkway West General Operating and Jointure Budget for the 2020/2021 school year as follows:

**2020/2021**

• Parkway West General Operating Budget \$ 6,994,089

• Parkway West Jointure Budget \$ 723,154

2. Keystone Oaks School District's Estimated Share of Budget

• Parkway West General Operating Budget \$ 432,044.92

• Parkway West Jointure Budget \$ 38,527.28

For Information Only

The District's estimated share toward the General Operating Budget reflects an increase of \$30,606.91. The District's estimated share toward the Jointure Budget is an increase of \$974.21.

**FOR INFORMATION ONLY**

**I. EXPENDITURE/REVENUE 2019 – 2020 BUDGET to ACTUAL / PROJECTION**

ACCT	DESCRIPTION	2019-2020 BUDGET TOTAL	2019-2020 6 MONTH DECEMBER/ACTUAL	OVER (UNDER) BUDGET
<b>Revenue</b>				
6000	Local Revenue Sources	\$ 30,223,490	\$ 27,226,632	\$ (2,996,858)
7000	State Revenue Sources	\$ 12,272,835	\$ 4,634,187	\$ (7,638,648)
8000	Federal Revenue Sources	\$ 666,330	\$ 182,643	\$ (483,687)
<b>Total Revenue</b>		<b>\$ 43,162,655</b>	<b>\$ 32,043,462</b>	<b>\$ (11,119,193)</b>
				<b>(OVER)</b> <b>UNDER</b> <b>BUDGET</b>
<b>Expenditures</b>				
100	Salaries	\$ 17,552,090	\$ 6,745,029	\$ 10,807,061
200	Benefits	\$ 11,027,539	\$ 4,094,328	\$ 6,933,211
300	Professional/Technical Services	\$ 1,558,997	\$ 926,327	\$ 632,670
400	Property Services	\$ 1,122,100	\$ 443,985	\$ 678,115
500	Other Services	\$ 5,399,722	\$ 2,271,906	\$ 3,127,816
600	Supplies/Books	\$ 1,444,142	\$ 998,722	\$ 445,420
700	Equipment/Property	\$ 635,152	\$ 599,158	\$ 35,994
800	Other Objects	\$ 566,455	\$ 287,089	\$ 279,366
900	Other Financial Uses	\$ 4,645,250	\$ 4,055,420	\$ 589,830
<b>Total Expenditures</b>		<b>\$ 43,951,447</b>	<b>\$ 20,421,964</b>	<b>\$ 23,529,483</b>
<b>Revenues exceeding Expenditures</b>		<b>\$ (788,792)</b>	<b>\$ 11,621,498</b>	<b>\$ 12,410,290</b>
<b>Other Financing Sources/(Uses)</b>				
	Interfund Transfers In (Out)	\$ -	\$ -	\$ -

**II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF DECEMBER 31, 2019**

<b>Bank Account - Status</b>	<b>Middle / High School</b>	<b>Athletics</b>
Cash Balance - 12/1/2019	\$ 81,371.40	\$ 21,257.00
Deposits	\$ 14,644.06	\$ 5,195.66
Subtotal	\$ 96,015.46	\$ 26,452.66
Expenditures	\$ 3,567.06	\$ 11,920.18
Cash Balance - 12/31/2019	\$ 92,448.40	\$ 14,532.48

**III. BANK BALANCES**

**BANK BALANCES PER STATEMENT AS OF DECEMBER 31, 2019**

	<b>BALANCE</b>
<b>GENERAL FUND</b>	
FNB BANK	\$ 1,850,866
PAYROLL (pass-thru account)	\$ 12,768
FNB SWEEP ACCOUNT	\$ 628,102
ATHLETIC ACCOUNT	\$ 14,532
PLGIT	\$ 9,531,270
FNB MONEY MARKET	\$ 5,470,449
PSDLAF	\$ 161,738
INVEST PROGRAM	\$ 180,182
OTHER POST-EMPLOYMENT BENEFITS	\$ 1,968,204
COMPENSATED ABSENCES	\$ 426,609
	<u><u>\$ 20,244,720</u></u>
 <b>CAFETERIA FUND</b>	
FNB BANK	\$ 554,567
PLGIT	\$ 685,257
	<u><u>\$ 685,257</u></u>
 <b>CONSTRUCTION FUND / CAP RESERVE</b>	
FNB BANK	\$ 213,328
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 796
	<u><u>\$ 214,124</u></u>
 <b>GRAND TOTAL</b>	 <u><u>\$ 21,144,101</u></u>

# **FACILITIES REPORT**

**January 21, 2020**

**Mr. Santo Raso, Chairperson**

## **BOARD ACTION REQUESTED**

### **I. MIDDLE SCHOOL FLOORING**

It is recommended that the Board approve the replacement of the VCT Tile in the Middle School Cafeteria by Wilmac Floors at a cost not to exceed \$14,995.00.

# ACTIVITIES & ATHLETICS REPORT

January 21, 2020

Ms. Raeann Lindsey, Chairperson

## **BOARD ACTION REQUESTED**

### **I. ADVERTISE FOR ATHLETIC BIDS**

It is recommended that the Board approve the advertisement of athletic bids for the Fall, Winter and Spring of the 2020/2021 school year.

### **II. COMPETITIVE EVENT**

It is recommended that the Board approve the following competitive events:

#### **Dance Team**

GLCC Events

February 29, 2020

Number of Students – 16

District Funds - \$800 (\$50 per student) (Level I)

### **III. OVERNIGHT TRIP**

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

#### **Golden Eagles Marching Band – Washington, DC**

Thursday, April 30 – Sunday, May 3, 2020

Sponsors – **Mr. Eibeck, Ms. Caron, Ms. Fredrickson, Ms. Langhorst**

Chaperones – Parent's names to be provided closer to trip time

Approximate number of students participated – 60 – 65

Approximate cost per student: \$750

No District funds requested