Call to Order

President Matthew Cesario called the meeting to order at 7:17 p.m.

Pledge

The meeting opened with the pledge to the flag.

Attendance

Those present included: Mr. Cesario, Ms. Crowell, Ms. Lindsey, Mrs. Lydon, Mr. Raso and Ms. Shaw. Also present were Dr. Varley, Director of Curriculum, Instruction, Assessment and Staff Development; Mr. Brungo, Solicitor; Mrs. Maureen S. Myers, Board Secretary/Recording Secretary.

Mr. Brownlee, Mr. Homrich and Dr. William Stropkaj, Superintendent were absent.

Public Comment

PUBLIC COMMENT – None

Board President’s Report

BOARD PRESIDENT’S REPORT – Mr. Matthew Cesario

The following action items will be considered at the December 12, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of November 14, 2017 and the Business/Legislative Minutes of November 21, 2017.

II. MT. LEBANON INDOOR SHOOTING RANGE

It is recommended that the Board approve the usage of the “to be constructed” rifle range, by the Municipality of Mt. Lebanon, on the Mt. Lebanon Golf Course, for law enforcement only.
SUPERINTENDENT’S REPORT – Dr. William P. Stropkaj

The following action items will be considered at the December 12, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

I. ACT 93 ADMINISTRATIVE EMPLOYEE COMPENSATION 2017/2018

In compliance with the Act 93 Administrative Employee Compensation July 1, 2016 – June 30, 2019, it is recommended that the Board approve the Administrators’ salaries, retroactive to July 1, 2017, (as listed below) for the 2017/2018 school year:

Desiree Burns  $_______ Supervisor of Special Education
Jeffrey Kattan  $_______ Principal, Keystone Oaks Middle School
Suzanne Lochie  $_______ Supervisor of Pupil Services
Dr. Shannon Varley  $_______ Director of Curriculum, Instruction, Assessment and Staff Development
Brian Werner  $_______ Principal, Dormont Elementary School

II. MEMORANDUM OF UNDERSTANDING BETWEEN MT. LEBANON SCHOOL DISTRICT AND THE KEYSTONE OAKS SCHOOL DISTRICT

It is recommended that the Board approve the Memorandum of Understanding between Mt. Lebanon School District and the Keystone Oaks School District which allows Keystone Oaks School District students to participate in the Classroom Theory (CT) and/or Behind-the-Wheel (BTW) Driver’s Education courses currently offered through Mt. Lebanon School District.

For Information Only
The Driver’s Education courses are held during the evening hours or on the weekends.

III. ATTACHMENT NO. 216-AR-1: STUDENT RECORDS ATTACHMENT – RELEASE OF DIRECTORY INFORMATION OPT OUT

It is recommended that the Board approve the SECOND READING of Policy No. 216-AR-1: Student Records Attachment – Release Form.

IV. SECOND READING OF POLICY NO. 220: STUDENT EXPRESSION/DISTRIBUTION AND POSTING OF MATERIALS

It is recommended that the Board approve the SECOND READING of Policy No. 220: Student Expression/Distribution and Posting of Materials.

V. SECOND READING OF POLICY NO 223: USE OF BICYCLES AND MOTOR VEHICLES

It is recommended that the Board approve the SECOND READING of Policy No. 223: Use of Bicycles and Motor Vehicles.

VI. SECOND READING OF POLICY NO. 224: CARE OF SCHOOL PROPERTY

It is recommended that the Board approve the SECOND READING of Policy No. 224: Care of School Property.

VII. SECOND READING OF POLICY NO. 712: PARKING ON SCHOOL DISTRICT PROPERTY

It is recommended that the Board approve the SECOND READING of Policy No. 712: Parking on School District Property.

VIII. SECOND READING OF POLICY NO. 807: OPENING EXERCISES/FLAG DISPLAY

It is recommended that the Board approve the SECOND READING of Policy No. 807: Opening Exercises/Flag Display.

IX. SECOND READING OF POLICY NO. 852: CREATING A POSITION

It is recommended that the Board approve the SECOND READING of Policy No. 852: Creating a Position.

X. SECOND READING OF POLICY NO. 863: SOCIAL MEDIA/ELECTRONIC COMMUNICATIONS

It is recommended that the Board approve the SECOND READING of Policy No. 863: Social Media/Electronic Communications.
XI. SECOND READING OF POLICY NO. 919: TITLE I PARENT/GUARDIAN AND FAMILY ENGAGEMENT

It is recommended that the Board approve the SECOND READING of Policy No. 919: Title I Parent/Guardian and Family Engagement.

XII. SECOND READING OF POLICY NO. 919.1: TITLE I DORMONT ELEMENTARY SCHOOL PARENT/GUARDIAN AND FAMILY ENGAGEMENT

It is recommended that the Board approve the SECOND READING of Policy No. 919.1: Title I Dormont Elementary School Parent/Guardian and Family Engagement.

XIII. SECOND READING OF POLICY NO. 919.2: TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT/GUARDIAN AND FAMILY ENGAGEMENT

It is recommended that the Board approve the SECOND READING of Policy No. 919.2: Title I Myrtle Avenue Elementary School Parent/Guardian and Family Engagement.

XIV. PROFESSIONAL DEVELOPMENT

Ms. Carly Devine  Nonviolent Crisis Intervention Trainer Certification  $3,170.00
Sheraton – Pittsburgh International Airport
Pittsburgh, PA
January 23 – 26, 2018

Mr. Craig Lawhead  Nonviolent Crisis Intervention Trainer Re-Certification $1,520.00
Sheraton – Pittsburgh International Airport
Pittsburgh, PA
January 23 – 26, 2018

- A discussion was had regarding Professional Development

EDUCATION REPORT – Ms. Raeann Lindsey

The following action items will be considered at the December 12, 2017 Business/Legislative Meeting:

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 2018/2019 school year.
A discussion was had regarding the Keystone Oaks Middle School: Program of Studies.

II. KEYSTONE OAKS HIGH SCHOOL: PROGRAM OF STUDIES

The Administration recommends the approval of the Keystone Oaks High School Program of Studies for the 2018/2019 school year.

A discussion was had regarding the Keystone Oaks High School: Program of Studies.

III. DUAL ENROLLMENT MEMORANDUM OF AGREEMENT BETWEEN THE COMMUNITY COLLEGE OF ALLEGHENY COUNTY AND THE KEYSTONE OAKS SCHOOL DISTRICT

It is recommended that the Board approve the Dual Enrollment Memorandum Agreement between the Community College of Allegheny County and the Keystone Oaks School District

For Information Only

Under the terms of this agreement students will have the opportunity to begin taking college-level course work while completing their high school degrees. Students will have the ability to apply for Federal Pell Grants to assist with payment of these courses.

A discussion was had regarding the Dual Enrollment Memorandum of Agreement between the Community College of Allegheny County and the Keystone Oaks School District.

PERSONNEL REPORT – Mr. David Hommrich & Ms. Patricia Shaw

The following action items will be considered at the December 12, 2017 Business/Legislative Meeting:

BOARD ACTION REQUESTED

I. APPOINTMENTS

A. Classified Employee - Paraprofessional Nurses’ Assistant

In compliance with the Keystone Oaks Education Support Personnel Association/PSEA/NEA 2014-2018, the Administration recommends the employment of Shelby Keebler, Paraprofessional Nurses’ Assistant, at a rate of $16.52 per hour effective December 18, 2017.

B. Substitute Nurse
In compliance with *Board Policy No. 850 – Employment of District Staff*, it is recommended that the Board approve the following individual as a substitute nurse, Jennifer Reinard, effective November 21, 2017 at a rate of $12.00 per hour.

C. **Approval of Activities – Sponsors and Stipends**

In compliance with the *Keystone Oaks Education Associate Collective Bargaining Agreement 2017-2020*, it is recommended that the Board approve the following individuals for the 2017/2018 school year:

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position</th>
<th>Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rebecca Hersan</td>
<td>Aiken Art Club</td>
<td>$778.88</td>
</tr>
<tr>
<td>Jennifer Watenpool</td>
<td>Aiken Mileage Club</td>
<td>$778.88</td>
</tr>
</tbody>
</table>

D. **Approval of Activities – Specialized and Support Positions**

In compliance with the *Keystone Oaks Education Associate Collective Bargaining Agreement 2017-2020*, it is recommended that the Board approve the following individual for the 2017/2018 school year:

<table>
<thead>
<tr>
<th>Employee</th>
<th>Position</th>
<th>Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shane Hallam</td>
<td>Bus Duty</td>
<td>$1,450.00</td>
</tr>
<tr>
<td>Greg Pegher</td>
<td>Stage Manager – KOMS Musical</td>
<td>$2,750.00</td>
</tr>
<tr>
<td>Nicole Zeak</td>
<td>Properties – KOMS Musical</td>
<td>$1,750.00</td>
</tr>
<tr>
<td>Laura Hucik Bough</td>
<td>Assistant – KOMS Musical</td>
<td>$500.00</td>
</tr>
</tbody>
</table>

- A discuss was had regarding the Approval of Activities – Specialized and Support Positions.

II. **UNPAID LEAVE**

It is recommended that the Board approve the following individuals for an Unpaid Leave:

- J.S. – Effective December 15, 2017 until January 18, 2018
- N.K. – Effective February 27, 2018 until March 27, 2018.

**FINANCE REPORT – Mrs. Theresa Lydon**

The following action items will be considered at the December 12, 2017 Business/Legislative Meeting:

**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 November 30, 2017 (Check No. 55500 – 55736)  $923,330.55
B. Risk Management as of November 30, 2017 (None)  $0.00
C. Food Service Fund as of November 30, 2017 (Check No. 9134)  $100.00
D. Athletics as of November 30, 2017 (Check No. 2056)  $950.00
E. Capital Reserve as of November 30, 2017 (None)  $0.00

TOTAL  $924,380.55

FOR INFORMATION ONLY

I. EXPENDITURE/REVENUE 2017 – 2018 BUDGET to ACTUAL / PROJECTION

<table>
<thead>
<tr>
<th>ACCT</th>
<th>DESCRIPTION</th>
<th>2017-2018 BUDGET TOTAL</th>
<th>2017-2018 NOVEMBER ACTUAL</th>
<th>OVER (UNDER) BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>6000</td>
<td>Local Revenue Sources</td>
<td>$29,205,575</td>
<td>$25,935,544</td>
<td>$(3,270,031)</td>
</tr>
<tr>
<td>7000</td>
<td>State Revenue Sources</td>
<td>$11,884,614</td>
<td>$3,073,086</td>
<td>$(8,811,528)</td>
</tr>
<tr>
<td>8000</td>
<td>Federal Revenue Sources</td>
<td>$847,073</td>
<td>$150,714</td>
<td>$(696,359)</td>
</tr>
<tr>
<td></td>
<td><strong>Total Revenue</strong></td>
<td><strong>$41,937,262</strong></td>
<td><strong>$29,159,344</strong></td>
<td><strong>$(12,777,918)</strong></td>
</tr>
<tr>
<td>100</td>
<td>Salaries</td>
<td>$16,193,174</td>
<td>$4,593,855</td>
<td>$11,599,319</td>
</tr>
<tr>
<td>200</td>
<td>Benefits</td>
<td>$10,647,423</td>
<td>$3,200,084</td>
<td>$7,447,339</td>
</tr>
<tr>
<td>300</td>
<td>Services</td>
<td>$1,420,450</td>
<td>$513,133</td>
<td>$907,317</td>
</tr>
<tr>
<td>400</td>
<td>Property Services</td>
<td>$1,245,450</td>
<td>$429,043</td>
<td>$816,407</td>
</tr>
<tr>
<td>500</td>
<td>Other Services</td>
<td>$5,051,476</td>
<td>$2,043,731</td>
<td>$3,007,745</td>
</tr>
<tr>
<td>600</td>
<td>Supplies/Books</td>
<td>$1,476,761</td>
<td>$833,830</td>
<td>$642,931</td>
</tr>
<tr>
<td>700</td>
<td>Equipment/Property</td>
<td>$749,916</td>
<td>$633,532</td>
<td>$116,384</td>
</tr>
<tr>
<td>800</td>
<td>Other Objects</td>
<td>$767,612</td>
<td>$416,468</td>
<td>$351,144</td>
</tr>
<tr>
<td>900</td>
<td>Other Financial Uses</td>
<td>$4,385,000</td>
<td>$4,487,169</td>
<td>$(102,169)</td>
</tr>
<tr>
<td></td>
<td><strong>Total Expenditures</strong></td>
<td><strong>$41,937,262</strong></td>
<td><strong>$17,150,845</strong></td>
<td><strong>$24,786,417</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Revenues exceeding Expenditures</strong></td>
<td><strong>-0-</strong></td>
<td><strong>$12,008,499</strong></td>
<td><strong>$(12,008,499)</strong></td>
</tr>
</tbody>
</table>
II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF NOVEMBER 30, 2017

<table>
<thead>
<tr>
<th>Bank Account - Status</th>
<th>Middle / High School</th>
<th>Athletics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Balance – 11/01/2017</td>
<td>$100,271.34</td>
<td>$97,294.18</td>
</tr>
<tr>
<td>Deposits</td>
<td>$7,838.36</td>
<td>$376.57</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$108,109.70</td>
<td>$97,670.75</td>
</tr>
<tr>
<td>Expenditures</td>
<td>$7,483.06</td>
<td>$43,813.03</td>
</tr>
<tr>
<td>Cash Balance - 11/30/2017</td>
<td>$100,626.64</td>
<td>$53,857.72</td>
</tr>
</tbody>
</table>

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF NOVEMBER 30, 2017

<table>
<thead>
<tr>
<th>ACCOUNT</th>
<th>BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL FUND</td>
<td></td>
</tr>
<tr>
<td>FNB BANK</td>
<td>$1,760,589</td>
</tr>
<tr>
<td>PAYROLL (pass-thru account)</td>
<td>$53,880</td>
</tr>
<tr>
<td>FNB SWEEP ACCOUNT</td>
<td>$848,512</td>
</tr>
<tr>
<td>ATHLETIC ACCOUNT</td>
<td>$53,858</td>
</tr>
<tr>
<td>PLGIT</td>
<td>$9,346,560</td>
</tr>
<tr>
<td>FNB Money Market</td>
<td>$8,274,158</td>
</tr>
<tr>
<td>PSDLAF</td>
<td>$156,004</td>
</tr>
<tr>
<td>INVEST PROGRAM</td>
<td>$172,776</td>
</tr>
<tr>
<td></td>
<td><strong>$20,666,337</strong></td>
</tr>
<tr>
<td>CAFETERIA FUND</td>
<td></td>
</tr>
<tr>
<td>FNB BANK</td>
<td>$148,870</td>
</tr>
<tr>
<td>PLGIT</td>
<td>$275,624</td>
</tr>
<tr>
<td></td>
<td><strong>$424,494</strong></td>
</tr>
<tr>
<td>CONSTRUCTION FUND / CAP RESERVE</td>
<td></td>
</tr>
<tr>
<td>FNB BANK</td>
<td>$298,909</td>
</tr>
<tr>
<td>PLGIT - G.O. BOND SERIES C OF 2014/ 12-18</td>
<td>$765</td>
</tr>
<tr>
<td></td>
<td><strong>$299,674</strong></td>
</tr>
<tr>
<td>RISK MANAGEMENT FUND/TAX REFUNDS</td>
<td></td>
</tr>
<tr>
<td>FNB BANK</td>
<td><strong>$272,801</strong></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>GRAND TOTAL</td>
<td><strong>$21,663,306</strong></td>
</tr>
</tbody>
</table>
The following action item will be considered at the December 12, 2017 Business/Legislative Meeting:

**BOARD ACTION REQUESTED**

I. **DISTRICT SLOPE TRACTOR**

   It is recommended that the Board approve the purchase of a Ventrac Slope Tractor from TBD at a cost of TBD.

II. **DISTRICT TRACK RESURFACING**

   It is recommended that the Board approve the resurfacing of the entire track by TBD at a cost of TBD.

III. **HIGH SCHOOL TENNIS COURT RESURFACING**

   It is recommended that the Board approve the resurfacing of the entire High School (upper) tennis courts by TBD at a cost not to exceed TBD.

IV. **AIKEN CHILLER, PENTHOUSE AIR HANDLING UNIT (PAHU) AND INSULATION REPLACEMENT**

   It is recommended that the Board approve the replacement of the Aiken chiller, PAHU and associated damaged insulation by TBD at a cost of TBD.

V. **HIGH SCHOOL HVAC CONTROLS UPGRADE**

   It is recommended that the Board approve the installation of StructureWare controls in the High School HVAC systems by TBD at a cost of TBD.

VI. **AIKEN METHANE MONITORING CIRCUIT BOARD INSTALLATION**

   It is recommended that the Board approve the installation of a new circuit board in the Aiken methane monitoring system by TBD at a cost of TBD.

VII. **ADVERTISE FOR ROOFING BIDS**

   The Administration recommends that the Board approve the advertisement for roofing bids for Myrtle Avenue Elementary, Keystone Oaks Middle School, and Keystone Oaks High School, effective immediately.

VII. **ADVERTISE FOR LIFT BIDS**

   The Administration recommends that the Board approve the advertisement for bids for a replacement elevator/lift for Dormont Stadium, effective immediately.
A discussion was had regarding the Advertisement for Lift Bids.

**IX. COMPRESSOR DISPOSAL**

The Administration recommends declaring the pneumatic compressors from the former HVAC systems at Aiken Elementary, Dormont Elementary, Myrtle Elementary, and Keystone Oaks Middle School as unusable and unnecessary.

For Information Only

The Administration will pursue the sale of these items.

**PUBLIC COMMENT - None**

**ADJOURNMENT**

On the motion of Mrs. Lydon, seconded by Ms. Crowell, the meeting was adjourned at 8:04 p.m..

*Motion passed 7-0*

Respectfully submitted,

Maureen S. Myers
Board Secretary
Recording Board Secretary