



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

**BOARD OF SCHOOL DIRECTORS**

**WORK SESSION**

**TUESDAY, SEPTEMBER 16, 2014**  
**7:00 PM**

**BUSINESS/LEGISLATIVE MEETING**

**THURSDAY, SEPTEMBER 25, 2014**  
**7:00 PM**

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

**September 16, 2014 – Work Session**

**7:00 PM Meeting**

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

**September 25, 2014 – Business/Legislative Meeting**

**7:00 PM Meeting**

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

# BOARD PRESIDENT'S REPORT

September 25, 2014

Mr. Joseph Finucan

## BOARD ACTION REQUESTED

### I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of August 19, 2014, and the Business/Legislative Minutes of August 28, 2014.

### II. PROFESSIONAL DEVELOPMENT

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

|                      |   |            |
|----------------------|---|------------|
| <b>Donald Howard</b> | PSBA 2014 Delegate Assembly<br>School Leadership Conference<br>October 20, 21, 22, 2014 | \$1,085.00 |
|----------------------|---|------------|

## 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>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>                                     |

### VIII. EXECUTIVE SESSION REPORT

# **EDUCATION REPORT**

**September 25, 2014**

**Ms. Raeann Lindsey, Chairperson**

## **FOR INFORMATION ONLY**

**I. EDUCATION COMMITTEE MEETING**

**II. ASSESSMENT INFORMATION**

**III. MATH ADOPTION**

**IV. GRADUATION REQUIREMENTS**

**V. ONLINE TEXTBOOKS**

**VI. KEYSTONE EXAMS**

# **PUPIL PERSONNEL REPORT**

**September 26, 2014**

**Dr. Kathleen Foster**

## **BOARD ACTION REQUESTED**

### **I. STUDENT PLACEMENT EDUCATION AGREEMENT**

It is recommended that the Board approve the *Student Placement Education Agreement* between the Keystone Oaks School District and Hope Academy Wexford for the 2014/2015 school year in the amount of \$33,750. Bus transportation will be made available at a cost to be determined.

# PERSONNEL REPORT

September 25, 2014

Mr. Joseph Finucan, Chairperson

## BOARD ACTION REQUESTED

### I. APPOINTMENTS

#### A. PROFESSIONAL EMPLOYEES

##### 1. Long-Term Substitute

In compliance with *Board Policy No. 405 – Employment of Substitute Professional Employees*, it is recommended the Board approve **Monica Dugan**, Grade 7 Science, Middle School, as a long-substitute for the 2014/2015 school year. Ms. Dugan's salary will be \$41,900.00 (B+24, Level 16).

##### 2. Substitute Teachers

In compliance with *Board Policy No. 405 – Employment of Substitute Professional Employees*, it is recommended the Board approve the following individuals as substitute teachers for the 2014/2015 school year:

| <u>Name</u>              | <u>Subject</u>  |
|--------------------------|---|
| <b>Nina Griffith</b>     | Elem K-6/Reading K-12                                   |
| <b>Nicole Gumina</b>     | Elem K-6  |
| <b>Charles Kakel</b>     | Social Studies 7-12/English 7-12/<br>Mid-Level Math 7-9 |
| <b>Justin Kuhar</b>      | Elem K-6  |
| <b>Stephanie Simmons</b> | Elem K-6/Mid-Level Math 7-9                             |
| <b>Jennifer Shuniak</b>  | Elem K-4  |
| <b>Jaclyn Walsh</b>      | Elem K-6  |
| <b>Robert Zazac</b>      | Social Studies 7-12                                     |

##### 3. Curriculum Leader 2014/2015

In compliance with the *Keystone Oaks Education Association Agreement 2011-2016 Article XXVI-Curriculum Leader*, it is recommended that the following teacher be approved as a Curriculum Leader for the 2014/2015 school year:

| <u>Employee</u>       | <u>Grade/Subject</u> | <u>Compensation</u> |
|-----------------------|----------------------|---------------------|
| <b>Jennifer Harke</b> | Fifth Grade          | \$3,000.00          |

4. **Cyber School Program**

In compliance with the *Keystone Oaks Education Association Agreement 2011-2016*, it is recommended that the Board approve the following individuals as Cyber School teachers for the 2014/2015 school year:

|                           |                    |
|---------------------------|--------------------|
| <b>Jennifer Bogdanski</b> | English            |
| <b>Mark Elphinstone</b>   | Special Education  |
| <b>Ken Hustava</b>        | Physical Education |
| <b>Joshua Kirchner</b>    | Mathematics        |
| <b>Joan Young</b>         | Social Studies     |
| <b>John Buffington</b>    | Science            |

The range of pay is between \$27.12 and \$43.60 per period based on years of service to the District.

5. **After School Tutoring Program**

It is recommended that the Board approve the following individuals to participate in the *After School Tutoring Program*. The range of pay for the individuals is between \$27.12 and \$43.60 per period based on years of service to the District:

|                                   |                               |
|-----------------------------------|-------------------------------|
| <b>Jamie Barbin</b>               | <b>Meghan O'Brien</b>         |
| <b>Kelly Connolly</b>             | <b>Lauren Obringer</b>        |
| <b>Dena DeChellis</b>             | <b>Mary Poe</b>               |
| <b>Debra Dietrich</b>             | <b>Marie Raymond</b>          |
| <b>Dan Galentine</b>              | <b>Kate Sobocinski</b>        |
| <b>Hope Muno (After 10/16/14)</b> | <b>Christina Thomas</b>       |
| <b>Joshua Kirchner</b>            | <b>Randy Tobias</b>           |
| <b>Kristen Leitch</b>             | <b>Judy Tredway</b>           |
| <b>Lisa McMahon</b>               | <b>Lisa Waskiewicz</b>        |
| <b>Nancyjean Morrison</b>         | <b>Cari Worley – Sub</b>      |
| <b>Nicole Niccolai</b>            | <b>Teresa Zimmerman – Sub</b> |

**For Information Only**

The *After School Tutoring Program* is supported through the Accountability Block Grant.

**B. CLASSIFIED EMPLOYEES**

**1. Food Service Personnel**

In compliance with *Board Policy No. 504 – Employment of Classified Employees*, it is recommended that the Board approve the following individuals as Food Service employees for the 2014/2015 school year:

| <u>Name</u>      | <u>School</u> | <u>Hourly Wage</u> |
|------------------|---------------|--------------------|
| Loretta Angotti  | Aiken         | \$13.29            |
| Tammy Oswald     | Aiken         | \$10.00            |
| Lori Donahue     | Dormont       | \$ 8.75            |
| Sandy Kaminski   | Dormont       | \$12.75            |
| Karen Schmaus    | Dormont       | \$10.30            |
| Ryan Briggs      | High School   | \$17.85            |
| Tracee Burrell   | High School   | \$ 9.30            |
| Tina Conn        | High School   | \$ 9.27            |
| Fran Edwards     | High School   | \$11.60            |
| Laura Gibson     | High School   | \$10.05            |
| Jennifer Lashley | High School   | \$15.00            |
| Dawn Natto       | High School   | \$17.85            |
| Barbara Routh    | High School   | \$ 9.01            |
| Penny Walters    | High School   | \$11.07            |
| Dell Welding     | High School   | \$ 9.01            |
| Annie Amoroso    | Middle School | \$11.07            |
| Trista Boyes     | Middle School | \$12.65            |
| Jodi Hoffman     | Middle School | \$ 9.01            |
| Kris Malia       | Middle School | \$10.05            |
| Jenn McIntyre    | Middle School | \$ 9.27            |
| Lynn Mathews     | Myrtle        | \$10.30            |
| Tracey Slagle    | Myrtle        | \$12.25            |
| Eileen Shields   | Myrtle        | \$ 9.50            |
| Kim Stubinger    | Myrtle        | \$10.05            |

**2. Substitute Custodians**

In compliance with *Board Policy No. 505 – Employment of Classified Substitute Employees*, it is recommended that the Board retroactively approve the following substitute custodians for the 2014/2015 school year:

|                       |                           |
|-----------------------|---------------------------|
| <b>Jason Connolly</b> | Effective August 28, 2014 |
| <b>Terri Hilley</b>   | Effective August 25, 2014 |



3. **Athletic Coach**

In compliance with the *Keystone Oaks Education Association Agreement 2011-2016*, it is recommended that the Board approve the following individual as a coach, pending receipt of all legal documents and clearances, for the 2014/2015 school year:

| <b><u>Coach</u></b> | <b><u>Sport</u></b>         | <b><u>Compensation</u></b> |
|---------------------|-----------------------------|----------------------------|
| Emily Doyle         | KOMS Soccer Assistant Coach | \$2,610.00                 |

4. **Approval of Activities - Sponsors and Stipends**

In compliance with the *Keystone Oaks Educational Association 2011-2016, Article XXVIII, Activities Positions and Compensation*, it is recommended that the following individuals be approved as sponsors for the 2014/2015 school year:

| <b><u>Employee</u></b> | <b><u>Position</u></b>    | <b><u>Compensation</u></b> |
|------------------------|---------------------------|----------------------------|
| Michelle McSwigan      | Academic Compensation     | \$1,300.00                 |
| Michele Lowers         | Adventure Club            | \$1,100.00                 |
| Heather Hakos-Hruby    | Art Club                  | \$1,100.00                 |
| William Eibeck         | Auditorium Director       | \$2,650.00                 |
| Shane Hallam           | Auditorium Director       | \$2,650.00                 |
| Joyelle Galiszewski    | Best Friends Club         | \$1,100.00                 |
| William Eibeck         | Choir (Chorus)            | \$1,100.00                 |
| William Eibeck         | Concert Band              | \$1,100.00                 |
| TBD                    | Environmental Club        | \$1,100.00                 |
| Cindy Mentzer          | Forensics – High School   | \$3,050.00                 |
| Judith Copenheaver     | Forensics – High School   | \$3,050.00                 |
| Cindy Mentzer          | Forensics – Middle School | \$3,050.00                 |
| Julie Schindehette     | French Club               | \$1,100.00                 |
| Beth Smith             | Future Business Leaders   | \$1,650.00                 |
| Rebekah Brooks         | GSA Club                  | \$1,100.00                 |
| Linda Celli            | HS Yearbook               | \$2,950.00                 |
| Donald Bowlin          | Junior Class              | \$1,100.00                 |
| Kim Smykal             | Keynote                   | \$1,650.00                 |
| Teresa Limerick        | KOTV Video Club           | \$1,100.00                 |
| Jeffrey Chmay          | Marching Band Assistant   | \$2,400.00                 |
| Randy Tobias           | Math Club                 | \$1,100.00                 |
| Sue Grand              | Medical Careers           | \$1,100.00                 |
| Shane Hallam           | MS Musical                | \$2,325.00                 |
| TBD                    | MS Outdoor Environment    | \$1,100.00                 |
| Lisa McMahon           | MS Yearbook               | \$1,100.00                 |
| Nancy Kraemer          | Modern Dance              | \$1,100.00                 |
| Jen Bogdanski          | National Honor Society    | \$1,100.00                 |
| Kelly Connolly         | Pep Club                  | \$1,100.00                 |
| Jeffrey Chmay          | Percussion Coordinator    | \$1,800.00                 |

|                          |                      |            |
|--------------------------|----------------------|------------|
| <b>John Buffington</b>   | PJAS – High School   | \$2,950.00 |
| <b>TBD</b>               | PJAS Assistant       | \$1,650.00 |
| <b>TBD</b>               | PJAS – Middle School | \$3,050.00 |
| <b>Nancy Kraemer</b>     | SADD                 | \$1,100.00 |
| <b>Michelle McSwigan</b> | Science Club         | \$1,100.00 |
| <b>Donald Bowlin</b>     | Senior Class/Prom    | \$1,100.00 |
| <b>Michele Lowers</b>    | Spanish Club         | \$1,100.00 |
| <b>William Eibeck</b>    | Stage Crew           | \$1,100.00 |
| <b>Jeffrey Sieg</b>      | Strength Club        | \$1,100.00 |
| <b>Jennifer Chambers</b> | Students-In-Action   | \$1,300.00 |
| <b>Joan Young</b>        | Student Senate       | \$1,100.00 |
| <b>Michael Magri</b>     | Technology Club      | \$1,100.00 |
| <b>Nancy Kraemer</b>     | Varieties            | \$2,950.00 |
| <b>Paul Kirsch</b>       | Young Marines        | \$ 550.00  |
| <b>Bettina Radcliff</b>  | Young Marines        | \$ 550.00  |

**Bus Duty**

|                           |                    |            |
|---------------------------|--------------------|------------|
| <b>Michael Magri</b>      | Middle School – AM | \$1,350.00 |
| <b>Dennis Sarchet</b>     | Middle School – AM | \$1,350.00 |
| <b>Andrew Bocchicchio</b> | Middle School – AM | \$1,350.00 |
| <b>Amy Longo</b>          | High School – PM   | \$1,350.00 |
| <b>Cynthia Soberg</b>     | High School – PM   | \$1,350.00 |
| <b>Michele Lowers</b>     | High School – PM   | \$1,350.00 |
| <b>Diana Vitenas</b>      | High School – PM   | \$1,350.00 |
| <b>Bill Opperman</b>      | Aiken Elementary   | \$ 675.00  |
| <b>Jennifer Watenpool</b> | Aiken Elementary   | \$ 675.00  |
| <b>Lori DeMartino</b>     | Dormont Elementary | \$1,350.00 |
| <b>Patricia Peterson</b>  | Dormont Elementary | \$1,350.00 |
| <b>Kristie Rosgone</b>    | Myrtle Elementary  | \$1,350.00 |
| <b>Lauren Obringer</b>    | Myrtle Elementary  | \$1,350.00 |

**FINANCE REPORT**  
**September 25, 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 as of                | <b>(TO BE PROVIDED)</b> |
| B. Food Service Fund Accounts Payable as | <b>(TO BE PROVIDED)</b> |
|  | <b>TOTAL</b>            |

**FOR INFORMATION ONLY**

**I. EXPENDITURE/REVENUE 2014 - 2015 BUDGET to ACTUAL / PROJECTION**

| ACCT                                   | DESCRIPTION                        | 2014-2015<br>BUDGET<br>TOTAL | 2014-2015<br>2 MONTH<br>AUGUST/ACTUAL | MONTH END +<br>ESTIMATED<br>PROJECTION | OVER<br>(UNDER)<br>BUDGET          |
|--|------------------------------------|------------------------------|---------------------------------------|--|------------------------------------|
| <b>Revenue</b>                         |                                    |                              |                                       |  |                                    |
| 6000                                   | Local Revenue Sources              | \$ 26,889,445                | \$ 10,920,371                         | \$                                     | \$(15,969,074)                     |
| 7000                                   | State Revenue Sources              | \$ 10,281,927                | \$ 1,351,543                          | \$                                     | \$ (8,930,384)                     |
| 8000                                   | Federal Revenue Sources            | \$ 442,155                   | \$ 1,163                              | \$                                     | \$ (440,992)                       |
| <b>Total Revenue</b>                   |                                    | <b>\$ 37,613,527</b>         | <b>\$ 12,273,078</b>                  | <b>\$ -</b>                            | <b>\$(25,340,449)</b>              |
|  |                                    |                              |                                       |  | <b>(OVER)<br/>UNDER<br/>BUDGET</b> |
| <b>Expenditures</b>                    |                                    |                              |                                       |  |                                    |
| 100                                    | Salaries                           | \$ 15,242,379                | \$ 531,550                            | \$                                     | \$ 14,710,829                      |
| 200                                    | Benefits<br>Professional/Technical | \$ 8,471,404                 | \$ 795,034                            | \$                                     | \$ 7,676,370                       |
| 300                                    | Services                           | \$ 1,326,005                 | \$ 56,241                             | \$                                     | \$ 1,269,764                       |
| 400                                    | Property Services                  | \$ 1,333,191                 | \$ 124,437                            | \$                                     | \$ 1,208,754                       |
| 500                                    | Other Services                     | \$ 4,721,747                 | \$ 682,199                            | \$                                     | \$ 4,039,548                       |
| 600                                    | Supplies/Books                     | \$ 1,217,885                 | \$ 555,504                            | \$                                     | \$ 662,381                         |
| 700                                    | Equipment/Property                 | \$ 202,100                   | \$ 144,874                            | \$                                     | \$ 57,226                          |
| 800                                    | Other Objects                      | \$ 993,796                   | \$ 219,846                            | \$                                     | \$ 773,950                         |
| 900                                    | Other Financial Uses               | \$ 4,086,200                 | \$ 3,150,000                          | \$                                     | \$ 936,200                         |
| <b>Total Expenditures</b>              |                                    | <b>\$ 37,594,707</b>         | <b>\$ 6,259,685</b>                   | <b>\$ -</b>                            | <b>\$ 31,335,022</b>               |
| <b>Revenues exceeding Expenditures</b> |                                    | <b>\$ 18,820</b>             | <b>\$ 6,013,393</b>                   | <b>\$ -</b>                            | <b>\$ 5,994,573</b>                |

**II. CASH, CASH EQUIVALENTS AND RELATED INTEREST INCOME AS OF  
August 31, 2014**

|   | <b>7/31/2014</b>            |                             |                              |                      | <b>8/31/2014</b>            |
|---|-----------------------------|-----------------------------|------------------------------|----------------------|-----------------------------|
|   | <b>ENDING</b>               | <b>DEBIT</b>                | <b>CREDIT</b>                | <b>INTEREST</b>      | <b>ENDING</b>               |
|   | <b>BALANCE</b>              | <b>RECEIVED</b>             | <b>DISBURSED</b>             | <b>INCOME</b>        | <b>BALANCE</b>              |
| <b>GENERAL FUND</b>                     |                             |                             |                              |                      |                             |
| PNC BANK                                | \$ 1,049,963                | \$ 10,157,993               | \$ (7,105,092)               | \$ 7                 | \$ 4,102,872                |
| PAYROLL (pass-thru account)             | \$ 8,750                    | \$ 716,200                  | \$ (709,198)                 |                      | \$ 15,751                   |
| PLGIT                                   | \$ 7,207,715                | \$ 1,404,369                | \$ -                         | \$ 67                | \$ 8,612,151                |
| PSDLAF                                  | \$ 154,623                  |                             | \$ -                         | \$ -                 | \$ 154,623                  |
| INVEST PTOGRAM                          | \$ 170,719                  |                             |                              | \$ 7                 | \$ 170,727                  |
|   | <u>\$ 8,591,770</u>         | <u>\$ 12,278,561</u>        | <u>\$ (7,814,290)</u>        | <u>\$ 82</u>         | <u>\$ 13,056,123</u>        |
| <b>CAFETERIA FUND</b>                   |                             |                             |                              |                      |                             |
| PNC BANK                                | \$ 46,242                   | \$ 27,870                   | \$ (749)                     |                      | \$ 73,363                   |
| PLGIT                                   | \$ 239,711                  | \$ -                        | \$ -                         | \$ 2                 | \$ 239,713                  |
|   | <u>\$ 285,953</u>           | <u>\$ 27,870</u>            | <u>\$ (749)</u>              | <u>\$ 2</u>          | <u>\$ 313,076</u>           |
| <b>CONSTRUCTION FUND / CAP RESERVE</b>  |                             |                             |                              |                      |                             |
| PNC BANK                                | \$ 2,409,772                | \$ -                        | \$ -                         | \$ 96                | \$ 2,409,868                |
| <b>RISK MANAGEMENT FUND/TAX REFUNDS</b> |                             |                             |                              |                      |                             |
| PNC BANK                                | \$ 1,061,720                | \$ -                        | \$ (1,902)                   | \$ 45                | \$ 1,059,863                |
| <b>GRAND TOTAL</b>                      | <u><b>\$ 12,349,216</b></u> | <u><b>\$ 12,306,431</b></u> | <u><b>\$ (7,816,940)</b></u> | <u><b>\$ 225</b></u> | <u><b>\$ 16,838,931</b></u> |

**III. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF AUGUST 31, 2014**

| <b>Bank Account - Status</b>       | <b>Middle / High School</b> | <b>Athletics</b> |
|------------------------------------|-----------------------------|------------------|
| Cash Balance as of July 31, 2014   | \$ 97,377.10                | \$ 43,710.29     |
| Deposits (General Fund Transfer)   | \$ 30,000.00                | \$ -             |
| Subtotal                           | \$ 127,377.10               | \$ 43,710.29     |
| Expenditures                       | \$ -                        | \$ 2,092.83      |
| Cash Balance as of August 31, 2014 | \$ 127,377.10               | \$ 41,617.46     |

# **FACILITIES REPORT**

**September 25, 2014**

**Mr. Matthew Cesario, Chairperson**

## **BOARD ACTION REQUESTED**

### **I. ROOF REPAIR – WEATHERPROOFING TECHNOLOGIES, INC**

It is recommended that the Board approve Weatherproofing Technologies, Inc., to repair all the leaking wet areas on the following buildings' roofs at a cost of:

- Aiken Elementary                    \$1,785.06
- Dormont Elementary                \$8,410.97
- Myrtle Elementary                 \$6,334.18
- Middle/High Schools               \$57,734.75

**TOTAL                                    \$74,264.96**

## **FOR INFORMATION ONLY**

### **I. LIGHTING AND SOUND EQUIPMENT FOR STAGE UPGRADE**

### **II. SPECIAL SEALANT FOR SOME PARKING LOTS**

### **III. PARKING LOT ENGINEERING RFP**

### **IV. HVAC CONTROLS CONSULTING**