



KEYSTONE OAKS SCHOOL DISTRICT
1000 Kelton Avenue
Pittsburgh, PA 15216

BOARD OF SCHOOL DIRECTORS

WORK SESSION

THURSDAY, SEPTEMBER 12, 2013
7:00 PM

BUSINESS/LEGISLATIVE MEETING

THURSDAY, SEPTEMBER 19, 2013
7:00 PM

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

September 12, 2013 – Work Session

7:00 PM Meeting

- Call to Order – President
- Pledge of Allegiance
- UPMC Trainer Presentation
— **Mr. Guy Sanchioli**
— **Ms. Heather Kinney**
- Review of Reports
- Public Comment (Any Topic)
- Adjournment

September 19, 2013 – Business/Legislative Meeting

7:00 PM Meeting

- Call to Order – President
- Pledge of Allegiance
- Public Comment (Voting Items)
- Approval of Reports
- Public Comment (Any Topic)
- Adjournment

BOARD PRESIDENT'S REPORT

September 19, 2013

Mrs. Marian Randazzo

BOARD ACTION REQUESTED

I. VOTING FOR PSBA OFFICERS

As per the new process for voting for officers of the Pennsylvania School Board Association, it is recommended that the Board approve the following candidates for the mentioned positions:

President-Elect _____

Vice-President _____

Treasurer _____

At-Large Representative _____

II. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of August 8, 2013, and the Business/Legislative Minutes of August 15, 2013, as enclosed.

FOR INFORMATION ONLY

- | | |
|---|---------------------------|
| I. Parkway West Career and Technology Center Report | <i>Mr. Alward</i> |
| II. SHASDA Report | <i>Mr. Alward</i> |
| III. Golden Wings Foundation, Inc. Report | <i>Mrs. Randazzo</i> |
| IV. PSBA/Legislative Report | <i>Ms. 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> |

SUPERINTENDENT'S REPORT

September 19, 2013

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. MEMORANDUM OF UNDERSTANDING BETWEEN THE KEYSTONE OAKS SCHOOL DISTRICT AND THE KEYSTONE OAKS EDUCATION ASSOCIATION PSEA/NEA REGARDING EXTENDED DAY SERVICES

The Administration recommends that the Board approve the Memorandum of Understanding between the Keystone Oaks School District and the Keystone Oaks Education Association PSEA/NEA regarding Extended Day Services.

II. SCHOOL POLICE OFFICER AND SAFETY COORDINATOR – 2013/2014 SALARY

The Administration recommends approval for the 2013/2014 salary for the School Police Officer and Safety Coordinator, **Aaron Vanatta**, at \$_____, retroactive to July 1, 2013.

III. CONFIDENTIAL EMPLOYEE PLAN 2014 – 2017

The Administration recommends to the Board that the *Confidential Employee Plan Contract* be renewed for the time period of July 1, 2014 through June 30, 2017.

IV. PROFESSIONAL DEVELOPMENT

The Administration recommends approval of the following conference request:

Aaron Vanatta	School Crime Prevention Through Environmental Design	\$345.00
	Mt. Lebanon Police Department	
	Pittsburgh, PA 15228	(General Funds)
	October 28, 29, 30, 2013	

FOR INFORMATION ONLY

I. EXECUTIVE SESSION REPORT

EDUCATION REPORT

September 19, 2013

Mr. Robert Brownlee

FOR INFORMATION ONLY

- I. PA SCHOOL PERFORMANCE PROFILE**
- II. PA TEACHER EVALUATION**
- III. KEYSTONE & PSSA SUMMARY REPORT**
- IV. DIGITAL PLAYGROUND UPDATE**

PUPIL PERSONNEL REPORT

September 19, 2013

Mr. Robert Brownlee

BOARD ACTION REQUESTED

I. TITLE I SERVICES – ST. ANNE’S SCHOOL

The Administration recommends that the Board approve the *Title I Non-Public School Contract between the Keystone Oaks School District and the Allegheny Intermediate Unit* for the 2013-2014 school year for Title I services to students at St. Anne’s School.

II. TITLE I SERVICES – HILLCREST CHRISTIAN ACADEMY

The Administration recommends that the Board approve the *Title I Non-Public School Contract between the Keystone Oaks School District and the Allegheny Intermediate Unit* for the 2013-2014 school year for Title I services to students at Hillcrest Christian Academy.

III. WATSON INSTITUTE – PRIVATE ACADEMIC LICENSE

The Administration recommends that the Board approve the tuition for a student at DT Watson (license private school) in the amount of \$42,599 for the 2013-2014 school year.

FOR INFORMATION ONLY

I. ESL UPDATE

PERSONNEL REPORT

September 19, 2013

Ms. Raeann Lindsey

BOARD ACTION REQUESTED

I. APPOINTMENTS

A. PROFESSIONAL EMPLOYEES

In compliance with *Board Policy No. 404 – Employment of Professional Employees*, and the *Keystone Oaks Education Association Agreement 2011-2016*, the Administration recommends the employment of the following personnel:

Aaron Colf – Aiken Elementary School
Third Grade
Effective August 22, 2013
Salary – \$41,550 (B, Level 15)

Amy Guiliani – Aiken Elementary School
Half-Day Kindergarten
Effective August 22, 2013
Salary – \$20,275 (B, Level 16)

B. 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 2013-2014 school year:

Jennifer Bogdanski	English
Mark Elphinstone	Special Education
Ken Hustava	Physical Education
Joshua Kirchner	Mathematics
Joan Young	Social Studies

The range of pay is between \$26.40 and \$42.37 per period based on years of service to the District.

C. 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 and substitute nurses for the 2013/2014 school year:

<u>Name</u>	<u>Subject</u>
Rosa Argenti	Pre K-4
Lauren Caumo	English 7-12
Christine Davis	English 7-12
Devon DeJesus	Elementary/Special Education
Danielle DiRaimo	Library Science K-12
Chelsea Faynor	Elementary/Special Education
Michael Gaitaniella	Social Studies
Nina Griffith	Elementary K-6
Kyle Huwait	English 7-12
	Communications 7-12
Cailin Irvine	Elementary K-6
Kristen Kalakos	Elementary K-6
Kimberly Jackson	Early Childhood
	Mid-Level English
	Special Education
Jennifer Kuglar	Elementary/Special Education
Heather Loveland	Elementary/Special Education
Dena Mihalsky	Elementary/Special Education
Margaret Nee	Social Studies 7-12
April Ramsey	Elementary K-6
Susan Siegert	Elementary K-6
David Silverstein	Social Studies
Teresa Smith	Elementary K-6
Ashley Stegich	Elementary K-6
	Mid-Level English
	Mid-Level Mathematics
Patrick Vetter	Music

D. 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 2013-2014 school year:

<u>Name</u>	<u>School</u>	<u>Hourly Wage</u>
Karen Bridge	Aiken	\$ 8.75
Ryan Briggs	High School	\$16.00
Tracee Burrell	High School	\$ 9.00
Barbara Routh	Middle School	\$ 8.75

E. FULL-TIME PARAPROFESSIONALS

In compliance with *Board Policy No. 504 – Employment of Classified Employees, and the Keystone Oaks Education Support Agreement 2009-2014*, it is recommended that the Board approve for employment:

Christine Casto - Paraprofessional

Myrtle Elementary
One-half (1/2) days only /3.5 hours/day – 5 days/week
Effective August 22, 2013
Salary - \$11.51 per hour

Kim Moran Pillage – Health Paraprofessional

Myrtle Elementary
2 days per week
Effective August 22, 2013
Salary - \$15.89 per hour

Danielle Tate – Paraprofessional

Keystone Oaks Middle School
Effective August 29, 2013
Salary - \$11.51 per hour

F. SUBSTITUTE SECRETARY/ HEALTH PARAPROFESSIONAL

In compliance with *Board Policy No. 505 – Employment of Classified Substitute Employees*, it is recommended that the Board approve the following substitute secretary and health paraprofessional, pending receipts of all legal documents and clearances for the 2013-2014 school year:

Cynthia Mentzer	Secretary
Brenda White	Health Paraprofessional

G. ATHLETIC COACHES

In compliance with the *Keystone Oaks Education Association Agreement 2011-2016*, it is recommended that the Board approve the following individual as coaches, pending receipt of all legal documents and clearances, for the 2013/2014 school year:

<u>Coach</u>	<u>Sport</u>	<u>Compensation</u>
Maria Dayka	Assistant Golf Coach	\$2,605.00
Michael Smith	Volunteer Assistant Baseball Coach	

FINANCE REPORT

September 19, 2013

Mrs. Marian Randazzo and Mr. Gary Alward

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 for July 31, 2013	\$786,507.79
B. Accounts Payable for August 31, 2013	\$672,959.97
C. Food Service Fund Accounts Payable for July 31, 2013	\$93,450.49
D. Food Service Fund Accounts Payable for August 31, 2013	4,601.09

II. SUBSTITUTE CUSTODIANS – PAY RATE

The Administration recommends an increase in the substitute custodial pay rate to \$9.25 per hour, effective immediately.

For Information Only

This represents a \$1.25 increase.

III. PITNEY BOWES

The Administration recommends that the Board approve a 60-month lease with Pitney Bowes for a postage meter at a cost of \$240.47 per month, effective October 1, 2013.

For Information Only

This is a savings of \$64 per month.

FOR INFORMATION ONLY

IV. EXPENDITURE/REVENUE 2013/2014 FORECAST

ACCT	DESCRIPTION	2013-2014 BUDGET TOTAL	2013-2014 2 MONTH AUGUST/ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 25,101,155	\$ 11,936,107	\$ - \$ 13,165,048
7000	State Revenue Sources	\$ 9,917,008	\$ 1,437,398	\$ - \$ 8,479,610
8000	Federal Revenue Sources	\$ 446,504	\$ -	\$ - \$ 446,504
Total Revenue		\$ 35,464,667	\$ 13,373,504	\$ - \$ 22,091,163
Expenditures				
100	Salaries	\$ 14,673,483	\$ 529,562	\$ - \$ 14,143,921
200	Benefits	\$ 7,848,904	\$ 783,802	\$ - \$ 7,065,102
300	Professional/Technical Services	\$ 1,060,408	\$ 53,650	\$ - \$ 1,006,758
400	Property Services	\$ 1,468,919	\$ 217,983	\$ - \$ 1,250,936
500	Other Services	\$ 4,208,192	\$ 723,719	\$ - \$ 3,484,473
600	Supplies/Books	\$ 1,419,255	\$ 665,424	\$ - \$ 753,831
700	Equipment/Property	\$ 111,475	\$ 15,320	\$ - \$ 96,155
800	Other Objects	\$ 1,441,760	\$ 444,712	\$ - \$ 997,048
900	Other Financial Uses	\$ 3,703,500	\$ 2,955,000	\$ - \$ 748,500
Total Expenditures		\$ 35,935,896	\$ 6,389,173	\$ - \$ 29,546,723
Expenditures exceeding Revenues		\$ (471,229)	\$ 6,984,332	\$ - \$ (7,455,561)

**V. CASH, CASH EQUIVALENTS AND RELATED INTEREST INCOME AS OF
JULY 31, 2013**

	6/30/2013				7/31/2013
	ENDING	DEBIT	CREDIT	INTEREST	ENDING
	BALANCE	RECEIVED	DISBURSED	INCOME	BALANCE
GENERAL FUND					
PNC BANK	\$ 1,155,220	\$ 3,425,130	\$ (2,900,505)	\$ 198	\$ 1,680,042
PLGIT	\$ 7,421,124	\$ 260,251	\$ (750,000)	\$ 176	\$ 6,931,551
PSDLAF -interest paid quarterly	\$ 153,700		\$ -	\$ -	\$ 153,700
INVEST PTOGRAM	\$ 170,627			\$ 7	\$ 170,634
	<u>\$ 8,900,671</u>	<u>\$ 3,685,381</u>	<u>\$ (3,650,505)</u>	<u>\$ 381</u>	<u>\$ 8,935,927</u>
CAFETERIA FUND					
PNC BANK	\$ 59,499	\$ 51,970	\$ (93,410)		\$ 18,058
PLGIT	\$ 322,510	\$ 5,444	\$ (50,000)	\$ 7	\$ 277,961
	<u>\$ 382,009</u>	<u>\$ 57,414</u>	<u>\$ (143,410)</u>	<u>\$ 7</u>	<u>\$ 296,020</u>
CONSTRUCTION FUND / CAP RESERVE					
PNC BANK	\$ 253,491	\$ -	\$ -	\$ 11	\$ 253,503
GRAND TOTAL	<u><u>\$ 9,536,171</u></u>	<u><u>\$ 3,742,794</u></u>	<u><u>\$ (3,793,915)</u></u>	<u><u>\$ 400</u></u>	<u><u>\$ 9,485,450</u></u>

VI. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF JULY 31, 2013

Bank Account - Status	Middle / High School	Athletics
Cash Balance as of June 30, 2013	\$ 102,290.46	\$ 61,795.06
Deposits	\$ -	\$ -
Subtotal	\$ 102,290.46	\$ 61,795.06
Expenditures	\$ 4,775.00	\$ -
Cash Balance as of July 31, 2013	\$ 97,515.46	\$ 61,795.06

**VII. CASH, CASH EQUIVALENTS AND RELATED INTEREST INCOME AS OF
AUGUST 31, 2013**

	7/31/2013				8/31/2013
	ENDING	DEBIT	CREDIT	INTEREST	ENDING
	BALANCE	RECEIVED	DISBURSED	INCOME	BALANCE
GENERAL FUND					
PNC BANK	\$ 1,680,042	\$ 9,552,367	\$ (5,386,336)	\$ 579	\$ 5,846,653
PLGIT	\$ 6,931,551	\$ 1,249,222	\$ -	\$ 93	\$ 8,180,866
PSDLAF -interest paid quarterly	\$ 153,700		\$ -	\$ -	\$ 153,700
INVEST PTOGRAM	\$ 170,634			\$ 8	\$ 170,642
	<u>\$ 8,935,927</u>	<u>\$ 10,801,589</u>	<u>\$ (5,386,336)</u>	<u>\$ 680</u>	<u>\$ 14,351,861</u>
CAFETERIA FUND					
PNC BANK	\$ 18,058	\$ 22,668	\$ (7,276)		\$ 33,450
PLGIT	\$ 277,961	\$ -	\$ -	\$ 4	\$ 277,965
	<u>\$ 296,020</u>	<u>\$ 22,668</u>	<u>\$ (7,276)</u>	<u>\$ 4</u>	<u>\$ 311,415</u>
CONSTRUCTION FUND / CAP RESERVE					
PNC BANK	\$ 253,503	\$ -	\$ (29,190)	\$ 10	\$ 224,323
GRAND TOTAL	<u>\$ 9,485,450</u>	<u>\$ 10,824,258</u>	<u>\$ (5,422,802)</u>	<u>\$ 694</u>	<u>\$ 14,887,599</u>

VIII. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF AUGUST 31, 2013

Bank Account - Status	Middle / High School	Athletics
Cash Balance as of July 31, 2013	\$ 97,515.46	\$ 61,795.06
Deposits	\$ 40,000.00	\$ -
Subtotal	\$ 137,515.46	\$ 61,795.06
Expenditures	\$ 4,534.00	\$ 3,940.00
Cash Balance as of August 31, 2013	\$ 132,981.46	\$ 57,855.06

FACILITIES REPORT

September 19, 2013

Mrs. Marian Randazzo & Mr. Gary Alward

FOR INFORMATION ONLY

I. IMPROVEMENT PLAN OF HIGH SCHOOL / MIDDLE SCHOOL CAMPUS