

KEYSTONE OAKS SCHOOL DISTRICT
1000 Kelton Avenue
Pittsburgh, PA 15216

BOARD OF SCHOOL DIRECTORS

MINUTES

WORK SESSION

TUESDAY, FEBRUARY 18, 2014
7:00 PM

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

February 18, 2014 – Work Session

7:00 PM Meeting

- Call to Order – President

President Finucan called the meeting to order at 7:05 pm.

- Pledge of Allegiance

Present: Mr. Finucan, Ms. Lindsey, Mr. Cesario, Mr. Brownlee, Ms. Crowell, Mr. Hommrich, Mr. Howard, Ms. Shaw, Mr. Domalik, phoned into the meeting.

- **Parkway West Career and Technology Center Presentation – Dr. Darby Copeland and Mr. Brock Snedeker**

Dr. Copeland and Mr. Snedeker gave an overview of the programs at Parkway West Career and Technology Center. There are 57 Keystone Oaks students attending Parkway. Keystone Oaks is one of three districts that sends ninth grade students. There will be no increase in the Parkway budget for 2014/2015.

- **ABM Presentation – Mr. Richard Phelps**

Mr. Phelps made a presentation for services that could be provided for more efficient energy savings. Discussion took place regarding next steps and the development of an RFP, if the Board wished to move forward at this point.

- Public Comment - none
- Review of Reports
- Public Comment - none
- Adjournment – 9:20 pm

BOARD PRESIDENT'S REPORT

February 27, 2014

Mr. Joseph Finucan

BOARD ACTION REQUESTED

I. BOARD MINUTES

It is recommended that the Board approve the Business/Legislative Minutes of January 30, 2014, as enclosed.

FOR INFORMATION ONLY

- | | | |
|------|--|---|
| I. | Parkway West Career and Technology Center Report | <i>Ms. Annie Shaw</i>
<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> |

SUPERINTENDENT'S REPORT

February 27, 2014

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. ADOPTION OF THE 2014/2015 SCHOOL CALENDAR

It is recommended that the Board adopt the 2014/2015 school year calendar as presented by the Superintendent.

- **Discussion took place regarding the proposed calendar.**

II. PROFESSIONAL DEVELOPMENT

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

Bobbi-Ann Barnes	PA Association Federal Program Coordinators Seven Springs, PA April 27, 28, 29, 30, 2014	\$1,318.00 (General & Federal Funds)
Emily Brill and Maria Dayka	Family & Consumer Science Summer Workshop Penn State University, PA July 8, 9, 10, 2014	\$ 789.04 (General Funds)

- **Board members want to see a more detailed breakdown of professional development costs in future agendas.**

August 2014				
Mo	Tu	We	Th	Fr
				1
4	5	6	7	8
11	12	13	(14)	(15)
(18)	(19)	(20)	(21)	(22)
25	26	27	28	29

September 2014				
Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

October 2014				
Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

November 2014				
Mo	Tu	We	Th	Fr
3	(4)	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

December 2014				
Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

January 2015				
Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9
12	13	14	15	16
(19)	20	21	22	23
(26)	27	28	29	30

February 2015				
Mo	Tu	We	Th	Fr
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

March 2015				
Mo	Tu	We	Th	Fr
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

April 2015				
Mo	Tu	We	Th	Fr
		1	2	3
6	(7)	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

May 2015				
Mo	Tu	We	Th	Fr
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

June 2015				
Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	(12)
15	16	17	18	19
22	23	24	25	26
29	30			

July 2015				
Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

() One (1) pre-year work day must be completed during this window.

■ First & Last Student Day

○ Inservice

□ Holiday Dates – No School

— Kennywood Picnic

Make-Up Days:

1. Monday, February 16, 2015

2. Thursday, April 2, 2015

3. Monday, April 6, 2015

4. Tuesday, April 7, 201

STUDENT / TEACHER DAYS

		<u>Month</u>	<u>Student</u>	<u>Teacher</u>
August 20, 21, 22	Preparation / Inservice / Clerical	August	5	8
August 25	First Day for Students			
September 1	Labor Day (No School)	September	21	21
October 13	Columbus Day (No School)	October	22	22
November 4	Inservice Professional Development / Clerical			
November 11	Veteran's Day (No School)			
November 27, 28	Thanksgiving Vacation (No School)	November	16	17
December 1	Thanksgiving Vacation (No School)			
December 22 – 31	Winter Recess (No School)	December	14	14
January 1, 2	Winter Recess (No School)			
January 19	Martin Luther King Day (Inservice)			
January 26	Clerical	January	18	20
February 16	Presidents' Day (No School)	February	19	19
March		March	22	22
April 2, 3, 6	Spring Break (No School)			
April 7	Inservice / Clerical	April	18	19
May 25	Memorial Day (No School)	May	20	20
June 11	Last Day for Students			
June 12	Last Day for Teachers / Clerical	June	9	10
			184	192

STAFF DAYS

August 20.....	Final Day for Room Preparation
August 21-22.....	Professional Development
November 4	Professional Development / Clerical
January 19.....	Professional Development
January 26.....	Clerical
April 7.....	Professional Development / Clerical
June 15.....	Clerical

PARAPROFESSIONAL DAYS

August 21	School Start-Up Activities / Chapter 14 Training
August 22.....	Chapter 14 Training / Preparation Duties
January 19	All Day Chapter 14 Training

VACATION DAYS

September 1.....	Labor Day
October 13	Columbus Day
November 27-28 & December 1.....	Thanksgiving Vacation
December 22 – January 2.....	Winter Recess
February 16.....	Presidents' Day
April 2, 3, 6.....	Spring Break
May 25.....	Memorial Day

IMPORTANT DAYS

August 25, 2014.....	First Day for Students
June 11, 2015.....	Last Day for Students
June 12, 2015.....	Last Day for Teachers
June 24, 2015.....	Kennywood Picnic

EDUCATION REPORT

February 27, 2014

Ms. Raeann Lindsey, Chairperson

BOARD ACTION REQUESTED

I. REMOTE INTERPRETING SERVICES

It is recommended that the Board approve participation in Remote Interpreting Services provided by Transperfect Remote International as part of the AIU Consortium of School Districts at a yearly fee of \$120.00 and \$1.69 per minute when audio interpreting services are accessed.

Discussion:

- **Discussion regarding the above action item.**
 - **Cheaper than other services.**
 - **There are cost variances, and this should be shown for the public record.**
- **Scheduling of Education Committee meetings for the remainder of the school year.**
- **Possibility of combining meeting with another committee meeting.**
- **Meeting dates were set for the remainder of this school year and will be posted on the District calendar found on the website.**

PERSONNEL REPORT

February 27, 2014

Mr. Joseph Finucan, Chairperson

BOARD ACTION REQUESTED

I. LEAVE OF ABSENCE

It is recommended that the Board approve *Mrs. Teresa Zimmerman*, elementary teacher, Myrtle Elementary School, for a leave of absence starting March 24, 2014 and continuing until June 11, 2014.

II. RESIGNATION

It is recommended that the Board accept the resignation of *Karen Bridge*, Food Service employee at Aiken Elementary School, effective February 12, 2014.

III. TEACHING LOAD COMPENSATION

In compliance with the **Keystone Oaks Education Association Agreement 2011/1016, Article VII, Teaching Load**, it is recommended that the following individuals be compensated as per this Article:

Secondary Teacher Stipends for Class Sizes at 30 or Above

<u>Employee</u>	<u>School</u>	<u>Compensation</u>
Jennifer Bogdanski	High School	\$2,500
Kelly Connolly	High School	\$1,000
Patrick Falsetti	Middle School	\$2,000
Lisa Forlini	High School	\$1,000
Kevin Gallagher	High School	\$1,500
Sarah Hardner	Middle School	\$2,000
Nancy Kraemer	High School	\$1,000
Michele Lowers	High School	\$1,000
Michael Magri	High School	\$1,000
Roman Nardozi	High School	\$2,000
Dennis Sarchet	Middle School	\$1,000
Kim Smykal	High School	\$ 500
Joan Young	High School	\$2,000

TOTAL \$18,500

Secondary Teacher Stipends for Teaching 7 out of 8 Periods

<u>Employee</u>	<u>School</u>	<u>Compensation</u>
Andrew Bochicchio	Middle School	\$1,000
Jennifer Bogdanski	High School	\$1,000
Don Bowlin	High School	\$ 200
Emily Brill	Middle School	\$1,000
Maria Dayka	High School	\$1,000
Dena DeChellis	High School	\$1,000
Suzanne Deemer	High School	\$ 400
Lisa Forlini	High School	\$1,000
Joyelle Galiszewski	High School	\$1,000
Kevin Gallagher	High School	\$1,000
Karen Hagy	Middle School	\$1,000
Nick Kamberis	High School	\$1,000
Danielle Kandrack	High School	\$1,000
Joshua Kirchner	High School	\$1,000
Joseph Klipa	Middle School	\$ 400
Nicole Kochanski	High School	\$1,000
Tricia Kreitzer	High School	\$1,000
Michele Lowers	High School	\$1,000
Michael Magri	High School	\$1,000
Steve McCormick	High School	\$1,000
Michael Orsi	High School	\$1,000
Nadine Pisani	Middle School	\$1,000
Dennis Sarchet	Middle School	\$1,000
Julie Schindehette	High School	\$1,000
Michael Turner	High School	\$1,000

TOTAL \$23,000

Secondary Teacher Stipends for Teaching More Than One Prep During the Same Period

<u>Employee</u>	<u>School</u>	<u>Compensation</u>
Georgene Bemis	High School	\$3,000
Heather Hakos-Hruby	High School	\$5,000
Tricia Kreitzer	High School	\$ 200
Michael Magri	High School	\$1,000
Steve McCormick	High School	\$1,000
Jeff Oestreich	High School	\$3,000
Michael Orsi	High School	\$1,000
Beth Smith	High School	\$1,000
Michael Turner	High School	\$1,000

TOTAL \$16,200

Elementary Teacher Stipends for First Semester

<u>Employee</u>	<u>School</u>	<u>Compensation</u>
Amy Guiliani	Aiken Elementary	\$2,000
Jil Graham	Aiken Elementary	\$4,000
Debbie Bucek	Dormont Elementary	\$1,000
Lori DeMartino	Dormont Elementary	\$2,000
Mary Ann Lucas	Dormont Elementary	\$1,000
Selena Bixler	Dormont Elementary	\$3,000
Scott Mizikar	Dormont Elementary	\$1,000
Dan Galentine	Myrtle Elementary	\$4,000
Jennifer Kusserow	Myrtle Elementary	\$4,000
TOTAL		\$22,000

Discussion:

- First semester total is \$79,000 versus \$112,000 last school year.
- Explanation by Dr. Stropkaj and Mr. Hagy regarding two plans in one period worked and two separate preparations in one class period worked.
- Changes to be made in High School Program of Studies regarding course content.

III. APPOINTMENTS

A. Athletics

It is recommended that the Board approve the following individuals as coaches for the 2013/2014 school year:

Lauren Obringer	Girls Softball Assistant	\$3,120
Nikki Presto	6 th Grade Girls Basketball	\$1,940
Kaitlin Yasko	Varsity Track Assistant	\$3,890

B. Food Service

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:

Tammy Oswalt Effective February 10, 2014	Aiken Elementary School	\$8.75/hour
Linda Gibson Effective February 17, 2014	High School	\$8.75/hour

FINANCE REPORT

February 27, 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 for January 28, 2014	\$435,332.32
	Accounts Payable to February 14, 2014	\$735,558.71
B.	Food Service Fund Accounts Payable for January 30, 2014	\$ 224.94
	Food Service Fund Accounts Payable to February 14, 2014	\$ 41,052.63
	TOTAL	\$1,212,188.60

II. EXONERATION OF TAX COLLECTORS

It is recommended that the Board approve the exoneration of the real estate tax collectors as outlined below:

KEYSTONE OAKS SCHOOL DISTRICT RESOLUTION NO. D/14

THE RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE KEYSTONE OAKS SCHOOL DISTRICT EXONERATING THE TAX COLLECTOR OF THE **BOROUGH OF DORMONT**, NAMELY **HARVEY LEIBERMAN** FOR THE TAXABLE YEAR OF 2013 IN ACCORDANCE WITH THE TAX COLLECTOR'S REPORT DATED February 4, 2014.

WHEREAS, the Keystone Oaks School District is a corporation located at 1000 Kelton Avenue, Pittsburgh, PA 15216; and

WHEREAS, the Borough of Dormont comprises one geographical area of the said Keystone Oaks School District; and

WHEREAS, *Harvey Leiberman* is the elected Tax Collector for the Borough of Dormont and has collected taxes for the year of 2013 at a rate of 18.63 mills at face; and

WHEREAS, on February 4, 2014, the said elected Tax Collector of the Borough of Dormont, *Harvey Leiberman*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of \$240,307.29 (includes penalty), the said taxes being delinquent and subject to lien and have been transferred to the delinquent and lien tax collection, **Jordan Tax Service, Inc.**

NOW THEREFORE, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates *Harvey Leiberman* for taxes found to be delinquent and lien in the amount of \$240,307.29 arising out of the collection of the 2013 tax duplicate in the amount of 18.63 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Dormont Tax Collector, *Harvey Leiberman*, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

ADOPTED this 27th day of February 2014.

ATTEST:

Keystone Oaks School District

BY: _____
William P. Stropkaj, Superintendent

BY: _____
Joseph Finucan, President

APPROVE as to legal form this 27th day of February 2014

BY: _____
Maiello, Brungo & Maiello, LLP

**KEYSTONE OAKS SCHOOL DISTRICT
RESOLUTION NO. G/14**

THE RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE KEYSTONE OAKS SCHOOL DISTRICT EXONERATING THE TAX COLLECTOR OF THE **BOROUGH OF GREEN TREE**, NAMELY **BOROUGH OF GREEN TREE** FOR THE TAXABLE YEAR OF 2013 IN ACCORDANCE WITH THE TAX COLLECTOR'S REPORT DATED February 4, 2014.

WHEREAS, the Keystone Oaks School District is a corporation located at 1000 Kelton Avenue, Pittsburgh, PA 15216; and

WHEREAS, the Borough of Green Tree comprises one geographical area of the said Keystone Oaks School District; and

WHEREAS, *the Borough of Green Tree* is the elected Tax Collector for the Borough of Green Tree and has collected taxes for the year of 2013 at a rate of 18.63 mills at face; and

WHEREAS, on February 4, 2014, the said elected Tax Collector of the Borough of Green Tree, *Green Tree Borough*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of \$367,717.06 (includes penalty), the said taxes being delinquent and subject to lien and have been transferred to the delinquent and lien tax collection, **Jordan Tax Service, Inc.**

NOW THEREFORE, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates *Green Tree Borough* for taxes found to be delinquent and lien in the amount of \$367,717.06 arising out of the collection of the 2013 tax duplicate in the amount of 18.63 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Green Tree Tax Collector, *Green Tree Borough*, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

ADOPTED this 27th day of February 2014.

ATTEST:

Keystone Oaks School District

BY: _____
William P. Stropkaj, Superintendent

BY: _____
Joseph Finucan, President

APPROVE as to legal form this 27th day of February 2014

BY: _____
Maiello, Brungo & Maiello, LLP

**KEYSTONE OAKS SCHOOL DISTRICT
RESOLUTION NO. CS/14**

THE RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE KEYSTONE OAKS SCHOOL DISTRICT EXONERATING THE TAX COLLECTOR OF THE **BOROUGH OF CASTLE SHANNON**, NAMELY **SHIRLEY TORRIS** FOR THE TAXABLE YEAR OF 2013 IN ACCORDANCE WITH THE TAX COLLECTOR'S REPORT DATED February 6, 2014.

WHEREAS, the Keystone Oaks School District is a corporation located at 1000 Kelton Avenue, Pittsburgh, PA 15216; and

WHEREAS, the Borough of Castle Shannon comprises one geographical area of the said Keystone Oaks School District; and

WHEREAS, *Shirley Torris* is the elected Tax Collector for the Borough of Castle Shannon and has collected taxes for the year of 2013 at a rate of 18.63 mills at face; and

WHEREAS, on February 6, 2014, the said elected Tax Collector of the Borough of Castle Shannon, *Shirley Torris*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of \$347,049.03 (includes penalty), the said taxes being delinquent and subject to lien and have been transferred to the delinquent and lien tax collection, **Jordan Tax Service, Inc.**

NOW THEREFORE, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates *Shirley Torris* for taxes found to be delinquent and lien in the amount of \$347,049.03 arising out of the collection of the 2013 tax duplicate in the amount of 18.63 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Castle Shannon Tax Collector, *Shirley Torris*, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

ADOPTED this 27th day of February 2014.

ATTEST:

Keystone Oaks School District

BY: _____
William P. Stropkaj, Superintendent

BY: _____
Joseph Finucan, President

APPROVE as to legal form this 27th day of February 2014

BY: _____
Maiello, Brungo & Maiello, LLP

I. EXPENDITURE/REVENUE 2013 - 2014 BUDGET to ACTUAL / PROJECTION

ACCT	DESCRIPTION	2013-2014 BUDGET TOTAL	2013-2014 7 MONTH JANUARY/ACTUAL	MONTH END + ESTIMATED PROJECTION	OVER (UNDER) BUDGET
Revenue					
6000	Local Revenue Sources	\$25,101,155	\$26,165,559	\$27,424,257	\$2,323,102
7000	State Revenue Sources	\$ 9,917,008	\$ 4,850,577	\$ 9,873,699	\$(43,309)
8000	Federal Revenue Sources	\$ 446,504	\$ -	\$ 440,504	\$(6,000)
Total Revenue		\$35,464,667	\$31,016,136	\$37,738,460	\$2,273,793
					(OVER) UNDER BUDGET
Expenditures					
100	Salaries	\$14,673,483	\$6,519,659	\$14,630,002	\$ 43,481
200	Benefits	\$ 7,848,904	\$3,774,428	\$ 7,726,228	\$122,676
300	Professional/Technical Services	\$ 1,060,408	\$ 503,847	\$ 1,354,130	\$(293,722)
400	Property Services	\$ 1,468,919	\$ 980,161	\$ 1,431,061	\$ 37,858
500	Other Services	\$ 4,208,192	\$2,305,761	\$ 4,360,534	\$(152,342)
600	Supplies/Books	\$ 1,419,255	\$1,013,250	\$ 1,378,546	\$ 40,709
700	Equipment/Property	\$ 111,475	\$ 76,237	\$ 82,763	\$ 28,712
800	Other Objects	\$ 1,441,760	\$1,146,480	\$ 2,218,179	\$(776,419)
900	Other Financial Uses	\$ 3,703,500	\$3,081,770	\$ 3,703,500	\$ -
Total Expenditures		\$35,935,896	\$19,401,592	\$36,884,943	\$(949,047)
Expenditures exceeding Revenues		\$(471,229)	\$11,614,544	\$853,517	\$1,324,746

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

	12/31/2013				1/31/2014
	ENDING	DEBIT	CREDIT	INTEREST	ENDING
	BALANCE	RECEIVED	DISBURSED	INCOME	BALANCE
GENERAL FUND					
PNC BANK	\$ 8,260,359	\$ 652,935	\$ (1,892,125)	\$ 527	\$ 7,021,696
PLGIT	\$ 11,179,048	\$ 211,913	\$ -	\$ 260	\$ 11,391,221
PSDLAF - 4/08/2014 Maturity	\$ 153,700		\$ -	\$ -	\$ 153,700
INVEST PTOGRAM	\$ 170,670			\$ 7	\$ 170,677
	<u>\$ 19,763,777</u>	<u>\$ 864,849</u>	<u>\$ (1,892,125)</u>	<u>\$ 794</u>	<u>\$ 18,737,294</u>
CAFETERIA FUND					
PNC BANK	\$ 40,307	\$ 60,115	\$ (35)		\$ 100,388
PLGIT	\$ 290,472	\$ 90,227	\$ -	\$ 3	\$ 380,702
	<u>\$ 330,779</u>	<u>\$ 150,342</u>	<u>\$ (35)</u>	<u>\$ 3</u>	<u>\$ 481,090</u>
CONSTRUCTION FUND / CAP RESERVE					
PNC BANK	\$ 224,411	\$ -	\$ (0)	\$ 38	\$ 224,449
GRAND TOTAL	<u><u>\$ 20,318,968</u></u>	<u><u>\$ 1,015,191</u></u>	<u><u>\$ (1,892,160)</u></u>	<u><u>\$ 835</u></u>	<u><u>\$ 19,442,832</u></u>

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

Bank Account - Status	Middle / High School	Athletics
Cash Balance as of December 31, 2014	\$122,777.00	\$60,422.58
Deposits (General Fund transfer)	\$11,100.55	\$4,644.00
Subtotal	\$133,877.55	\$65,066.58
Expenditures	\$9,073.80	\$7,088.87
Cash Balance as of January 31, 2014	\$124,803.75	\$57,977.71

Discussion:

- AP Checks, Policy #616
- Legal obligations
- Electronic signatures for General Fund checks
- Solicitor, Mr. Brungo, spoke regarding the collection of delinquent taxes.
- Processing of AIU invoices
- Discussion regarding refinance of bonds.
 - Board agreed to put a resolution forward next week.
 - Resolution would be for Underwriter and Bond Counsel to move forward on refinancing process.

FACILITIES & TRANSPORTATION

February 27, 2014

Mr. Matthew Cesario, Chairperson

BOARD ACTION REQUESTED

I. PARTICIPATION IN THE WESTERN PENNSYLVANIA ELECTRIC AND NATURAL GAS CONSORTIUMS

It is recommended that the Board authorize Keystone Oaks School District to continue its participation in the Western Pennsylvania Electric and Natural Gas Consortiums for the purchase of electricity and natural gas for up to a three year term. The agreement for electricity will commence after the final meter read date on January 2015 and the agreement for natural gas will commence after the final meter read date in August 2015.

II. BIDDING FOR SCHOOL SUPPLIES

It is recommended that the Board authorize Administration to pursue bids/quotes for Athletic and Custodial Supplies with the *AIU Joint Purchasing* program and District solicited bids.

Discussion:

- It was noted that this should be two separate agenda items for next week's voting meeting.

III. REPLACEMENT OF DORMONT ELEMENTARY SCHOOL FLOOR

It is recommended the Board approve *Floor Designs Unlimited* for replacement flooring at Dormont Elementary School in the amount of \$18,826.

For Information Only

Floor Designs Unlimited submitted the lowest quote for the replacement of the damaged floor tile, due to the sprinkler system freezing outside of the cafeteria at Dormont Elementary School on January 24, 2014.

- This item was removed from the Business/Legislative Agenda because the work has to be performed during the summer when school is not in session.

FOR INFORMATION ONLY

Discussion and review of the Middle School gymnasium bleachers.

Discussion of Additional Items/Committee Reports:

- Ms. Shaw indicated that the Policy Committee reviewed numerous policies and that the policies were on Office 365 for Board members to review.
- Mr. Howard discussed the refurbishing of the Video Production Studio equipment
 - This course may move to the High School in the future.
- Mr. Finucan talked about the last Cafeteria Committee meeting. The Cafeteria is operating in the black.
- Mr. Cesario reported on the Building, Grounds, and Transportation Committee meeting.
 - Capital Items – Middle School bleachers
 - Remote Alarms
- Ms. Crowell indicated that the Communications Committee discussed the need for more public relations regarding Kindergarten registration. There was also discussion regarding transition activities for Middle School to High School.
- Mr. Hommrich would like to see a more detailed breakdown of the Athletic Department Budget for 2014/2015.
 - Discussion took place regarding a donation to the Hockey Club which has been made in the past.
 - Amount has been \$1,000.
- Mr. Brownlee indicated that in the past Officer Vanatta has come to a Board meeting to discuss safety issues. It may be nice to have him back in the future.

PARKWAY WEST CAREER & TECHNOLOGY CENTER

Dr. Darby Copeland, Executive Director

Mr. Brock Snedeker, Assistant Director/Principal



www.parkwaywest.org

PW DEMOGRAPHIC PROFILE

- 12 Sending Districts
- 13 Career Majors
- 7 Academic Courses
- 99.2% Graduation Rate
- NOCTI Pass Rate 87% in 2012 - 2013
- 92% Attendance Rate
- 27 Professional Staff
- 22 Non-professional Staff
- 618 Students
(11% Increase)



KO DEMOGRAPHIC PROFILE

- 48 Students Currently Enrolled
- NOCTI Pass Rate 71% in 2012 – 2013 (7A, 3C, 3BB & 1 NC)
- 9 Industry Certifications Earned by Keystone Oaks Students in 2012 – 2013
- 2 Student Participating in the Dual Enrollment Collaborations



CAREER MAJORS

- Auto Body Repair
- Automotive Technology
- Cosmetology
 - Nail Technician
- Culinary Arts
- Digital Multimedia
- Electrical Systems Technology
- Health Assistant
 - Pharmacy Technician
 - Phlebotomy
- HVAC/R
- Information Technology Essentials
- Masonry
- Public Safety Technology
- Veterinary Technician
- Welding Technology



CCAC COLLABORATIVE

- Students will attend CCAC 2 days/week during PW time earning college credits at no cost
- Health Assistant and Public Safety students will be first cohort
- CCAC will assign a student success coach who will maintain regular communication with PW Counselor
- Goal is to expand to as many programs as possible



ROSEDALE COLLABORATIVE

- Students will attend Rosedale Technical Institute 3 days/week during PW time earning college credits at no cost
- Auto Technology and Auto Body Repair students will be first cohort
- RTI will assign a student success coach who will maintain regular communication with PW Counselor
- Goal is to expand to as many programs as possible



ON THE HORIZON...

- Culinary Arts Renovation
- Adult Education Courses
- Building Construction Technology Program
- Student Built Masonry Storage Building
- Automotive Cluster Kit Car Project
- Emphasis on Building Business and Community Relationships



A VERY SPECIAL THANK YOU TO...

Ms. Annie Shaw
Joint Operating Committee

Dr. Bill Stropkaj
Chief School Administrator's
Advisory Committee



www.parkwaywest.org

Questions?

Dr. Darby Copeland
412-923-1772, Extension 112
copeland@parkwaywest.org

Mr. Brock Snedeker
412-923-1772, Extension 114
snedeker@parkwaywest.org



Keystone Oaks SD



*Creating Ways to Meet Strategic
Needs Without Increasing
Taxpayer Burden*



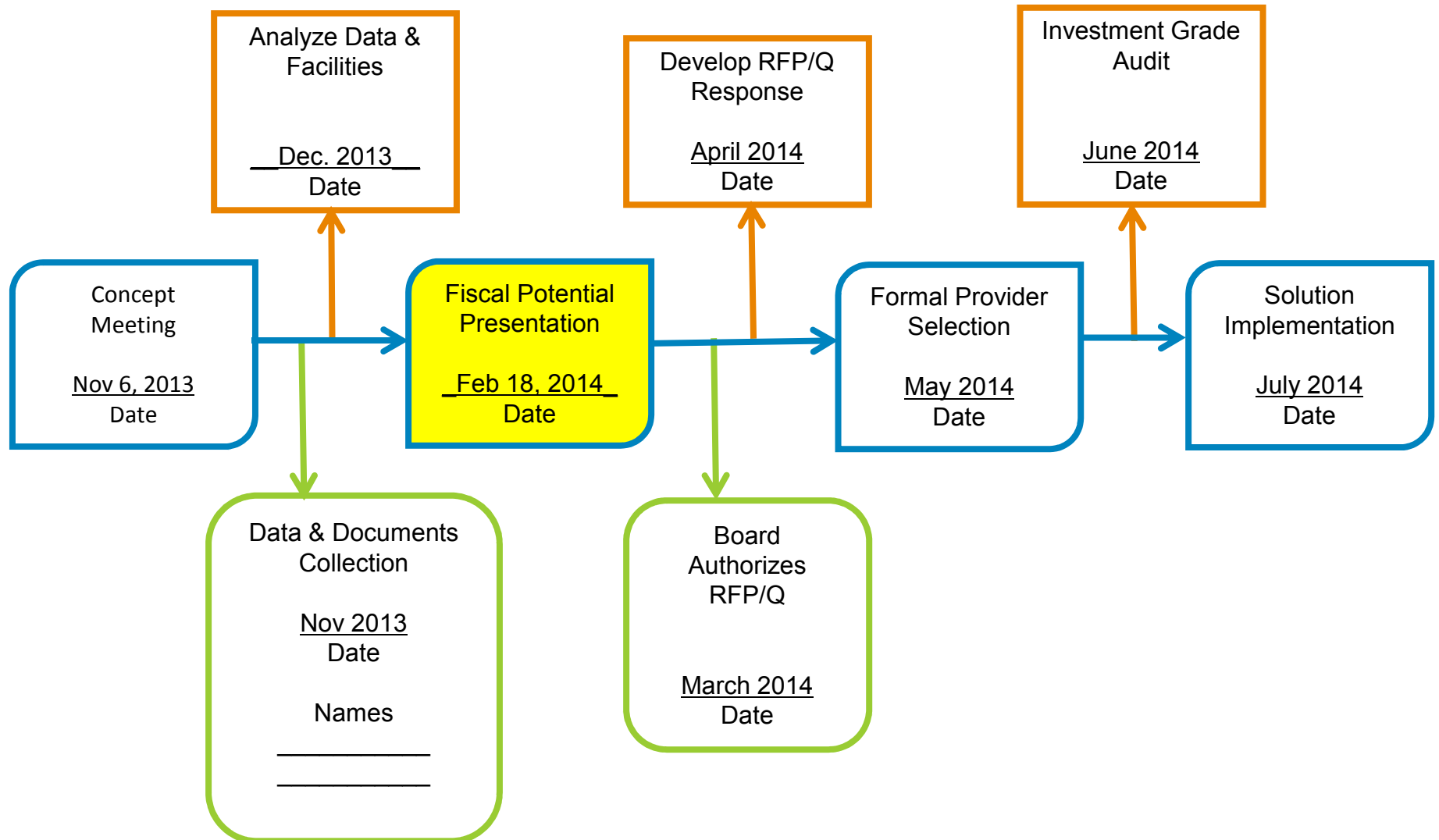
Today's Discussion

- Present ABM Building Solutions
- KOSD Challenges
- Capital Generation Concept
- KOSD Facility Review
- Cost of Inaction
- Solution Prioritization/Timeline



Keystone Oaks School District

Potential Solution Timeline

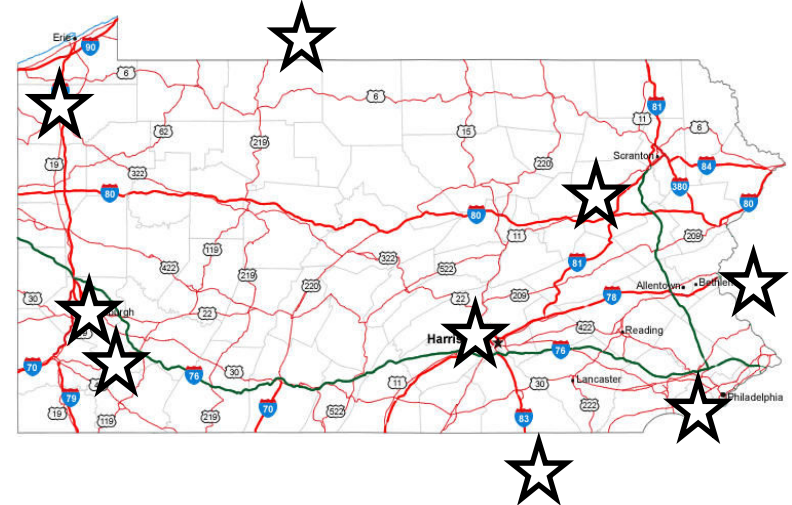


Who is ABM?



Worldwide leader in Integrated Facility Solutions and Services

- Core Focus: Renovate, Operate & Maintain Facilities
- Self-Perform
- Guaranteed Solutions & Results
- 4,000+ PA Employees

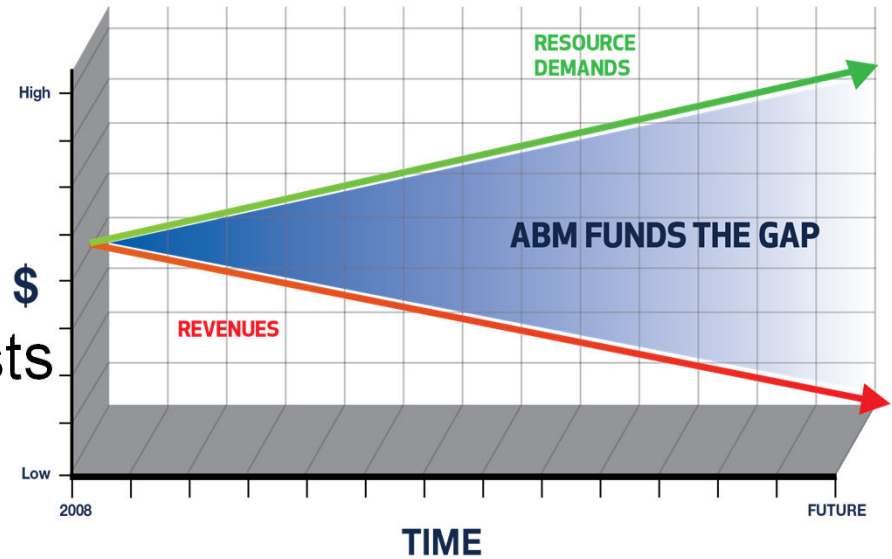


Provide Financial Solutions to Technical Needs



KOSD Challenges

- Deferred Facility Needs
- Obsolete Assets
- High Facility Operating Costs
- No New Tax Burden
- No Plan-Con Opportunity

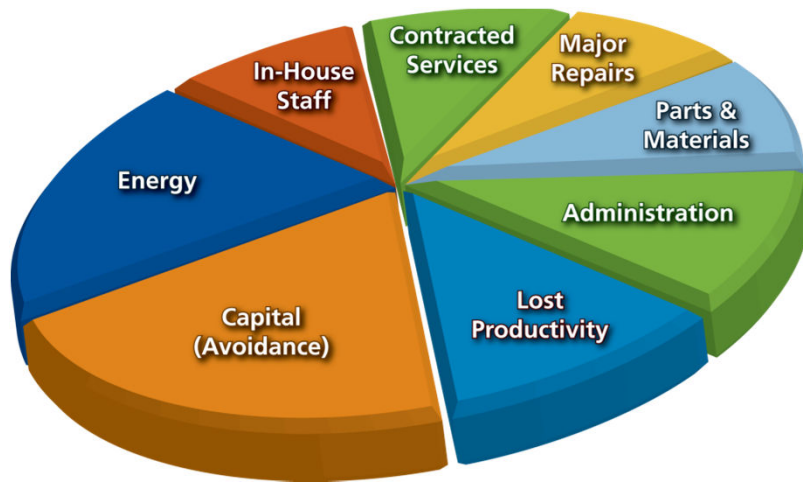


“Searching for ways to meet CRITICAL facility needs without increasing the burden on taxpayers”

Enabling Legislation - PA Act 39

- **Why was it created?**
 - Decreasing Capital Improvement Funding – Federal / State / Local
 - Aging Infrastructure / Inefficient Equipment & Systems
- **How ABM utilizes this for our clients:**
 - Funding Mechanism for Public Entities – Counties, School Districts
 - Capital Improvements made using your existing budgets – **NO new taxpayer burden**
 - Improvements will be funded from the savings
 - Up to 20 Year Programs
 - Self-liquidating debt structure
 - Savings are **Guaranteed** – Yearly M&V

Funding Sources



Our Facility Expertise Converts Reduced Expenses Into Capital

Establishing Current Operating Costs

	Current Operating Profile	New Operating Profile
Utilities		
Electric	\$ 432,000	
Natural Gas	\$ 211,200	
Fuel Oil	\$ 86,000	
Water & Sewer	\$ 43,000	
Phone	\$ 125,000	
	\$ 897,200	\$ (224,300)
Maintenance of Facilities		
Lighting	\$ 4,320	
Demand Repairs	\$ 6,100	
Small Projects	\$ 25,000	
Contracted Services	\$ 19,400	
	\$ 54,820	\$ (17,400)
Debt Services		
Annual Debt Service Payment	\$ 325,000	\$ (15,900)
TOTAL	\$ 1,277,020	\$ (257,600)



Establishing an Energy Baseline



Keystone Oaks SD Energy Use Index



Building / Facility	Site EUI	Total Utility Costs	Energy Star Score (1-100)
Myrtle Elementary School	77.2	\$110,214	33
Dormont Elementary School	69.1	\$134,807	34
Aiken Elementary School	79.6	\$71,215	35
Middle School/High School	64.6	\$416,066	51

Establishing an Energy Baseline



Keystone Oaks SD Utility Analysis



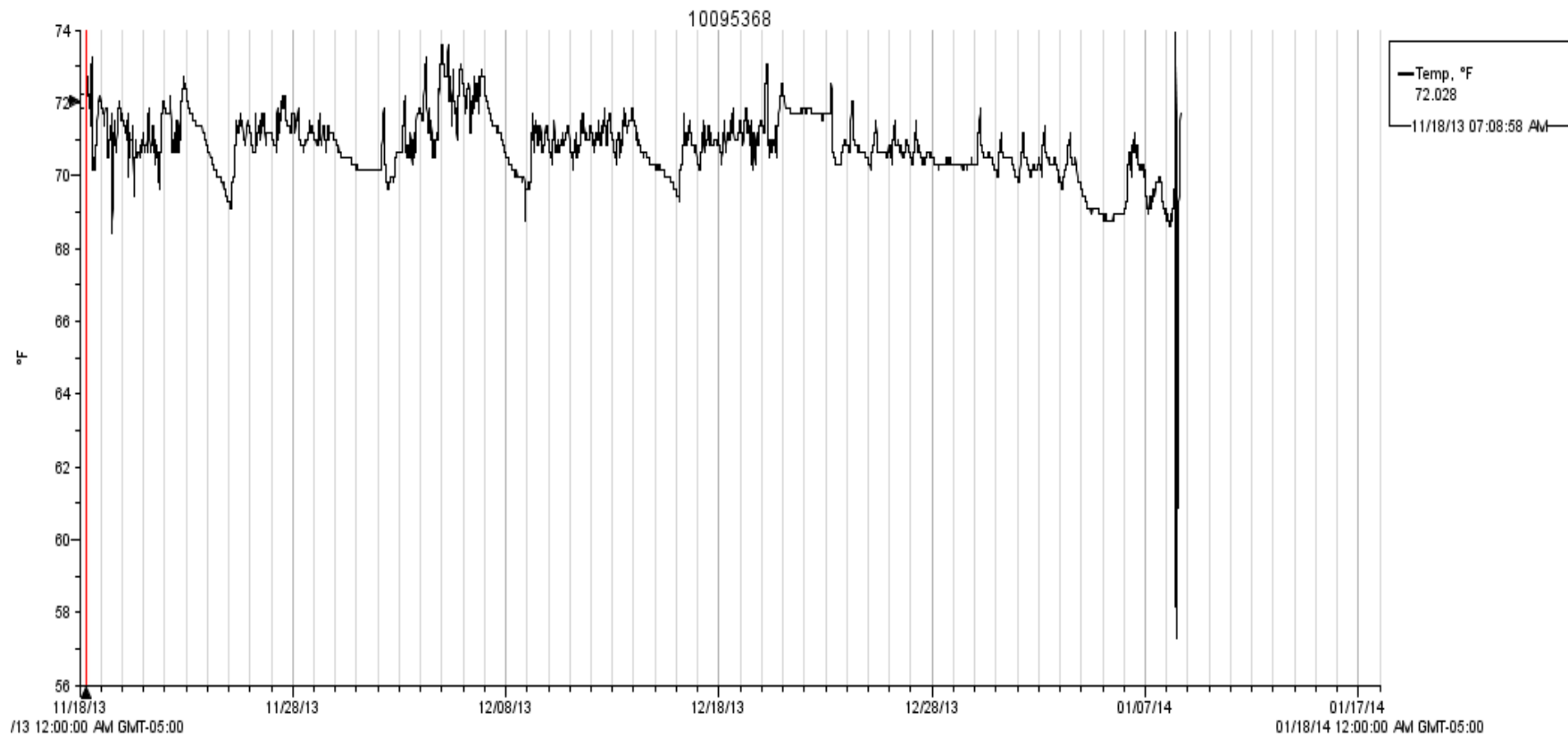
Building / Facility	Building SF	Total Utility Costs	Cost/Sq ft (\$/SF/Yr)	Savings Potential	Revised Cost/Sq ft
Myrtle Elementary School	67,752	\$110,214	\$1.63	\$35,000.00	\$1.11
Dormont Elementary School	91,999	\$134,807	\$1.47	\$42,000.00	\$1.01
Aiken Elementary School	48,999	\$71,215	\$1.45	\$25,000.00	\$0.94
Middle School/High School	346,329	\$416,066	\$1.20	\$115,000.00	\$0.87
Totals	555,079	\$ 732,301.14	\$ 1.32	\$217,000.00	\$ 0.93

Datalogging Results

Date Time, GMT-05:00	Time Lights on (Hrs)	Time Room Occupied (Hrs)
11/18/2013 0:00	6:37:29	0:52
11/19/2013 0:00	14:39:47	7:06
11/20/2013 0:00	16:41:22	6:37
11/21/2013 0:00	16:36:25	7:25
11/22/2013 0:00	16:58:32	7:01
11/23/2013 0:00	0:00:00	0:00
11/24/2013 0:00	0:00:00	0:00
11/25/2013 0:00	16:42:20	6:39
11/26/2013 0:00	18:10:34	6:50
11/27/2013 0:00	14:29:42	7:01
11/28/2013 0:00	0:00:00	0:01
11/29/2013 0:00	0:00:00	0:00
11/30/2013 0:00	0:00:00	0:01
12/1/2013 0:00	0:00:00	0:00
12/2/2013 0:00	0:00:00	0:11
12/3/2013 0:00	16:19:49	8:27
12/4/2013 0:00	17:11:50	7:03

Date Time, GMT-05:00	Time Lights on (Hrs)	Time Room Occupied (Hrs)
12/5/2013 0:00	16:20:19	8:09
12/6/2013 0:00	16:23:32	7:54
12/7/2013 0:00	0:00:00	0:00
12/8/2013 0:00	0:00:00	0:03
12/9/2013 0:00	16:51:02	7:25
12/10/2013 0:00	13:23:22	7:13
12/11/2013 0:00	13:16:51	8:22
12/12/2013 0:00	16:37:47	7:31
12/13/2013 0:00	16:36:59	7:41
12/14/2013 0:00	0:00:00	0:00
12/15/2013 0:00	0:00:00	0:01
12/16/2013 0:00	16:39:20	7:35
12/17/2013 0:00	18:21:39	7:27
12/18/2013 0:00	13:32:23	7:26
12/19/2013 0:00	16:52:57	7:23
12/20/2013 0:00	11:46:56	7:50

Datalogging Results



Middle/High School

Operational Issues

The Middle/High School is the most efficient of all KOSD facilities, yet opportunities exist for improvement. The lighting can be improved with newer technologies. The domestic hot water system can be upgraded and provide savings. Building Automation Controls can be upgraded to become user-friendly and increase efficiency.



Unfunded Liabilities

- Upgrade lighting
- HVAC upgrades
- Centralized, district-wide building automation
- Water conservation measures

Financials



Current Operating Costs \$416,066+

Utility Profile \$1.20 cost per sq. ft.

Proj. Annual Energy Savings \$115,000

Dormont Elementary

Operational Issues

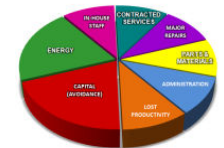
Dormont Elementary has inefficiencies which contribute to its increased cost of operation. The building contains T-12 lighting and incandescent exit signs. Both can be upgraded to new technologies. Pneumatics provide temperature controls and can be upgraded to drive efficiency gains. The walk-behind scrubbers are not currently operational.



Unfunded Liabilities

- Upgrade lighting
- HVAC improvements
- Centralized, district-wide building automation

Financials



Current Operating Costs \$134,807+

Utility Profile \$1.47 cost per sq. ft.

Proj. Annual Energy Savings \$42,000

Myrtle Elementary

Operational Issues

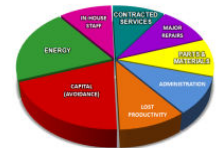
Myrtle Elementary is the most inefficient building within KOSD. The roof is beyond its useful life and in need of replacement. Lighting can be improved with newer technologies. Building automation controls can be upgraded to provide more comfortable learning environment and eliminate the need to open windows in winter. Moisture is infiltrating around the windows and causing interior deterioration.



Unfunded Liabilities

- Upgrade lighting
- Roof Replacement
- Centralized, district-wide building automation

Financials



Current Operating Costs \$110,214+

Utility Profile \$1.63 cost per sq. ft.

Proj. Annual Energy Savings \$35,000

Aiken Elementary

Operational Issues

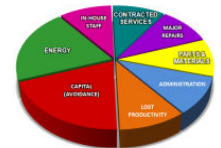
Aiken Elementary is the most efficient of all elementary schools, yet opportunities for improvement exist. The lighting can be improved with newer technologies. The sewage tank needs replaced. Analog clocks can be upgraded to digital. The building automation control system should be upgraded from pneumatic to DDC.



Unfunded Liabilities

- Sewage tank replacement
- Domestic HW upgrades
- Centralized, district-wide building automation

Financials



Current Operating Costs \$71,215+

Utility Profile \$1.45 cost per sq. ft.

Proj. Annual Energy Savings \$25,000

Establishing the Budget



PRELIMINARY CASH FLOW ANALYSIS

for
Keystone Oaks SD

Total Capital Potential :	\$3,160,194
Interest Rate :	3.000%
Down Payment:	



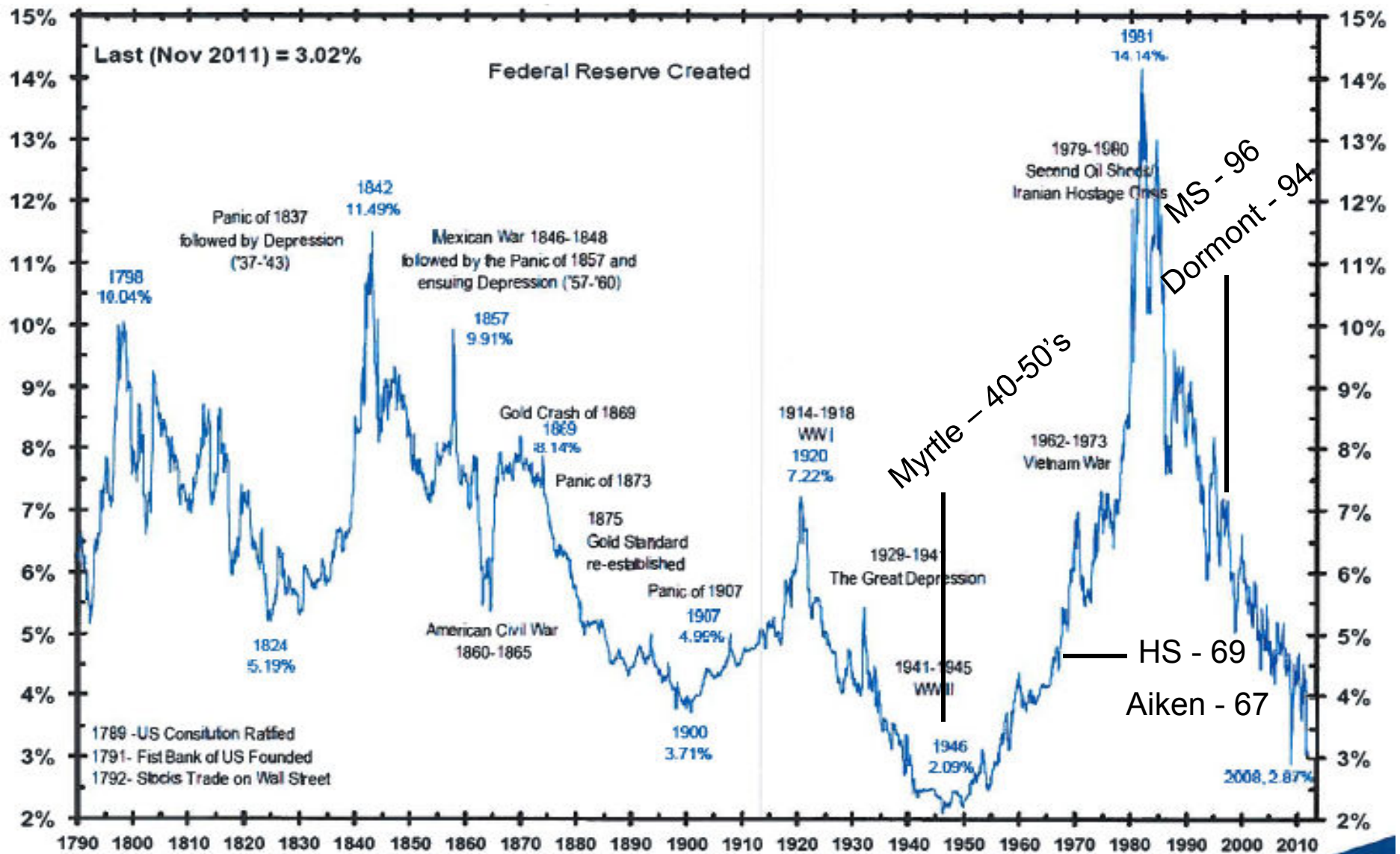
A	B	C	D	E	F	G	H	I	J
Term Year	General Fund Savings 3.0%	Capital Funding	Operational Savings	Total Annual Funding B + C + D	Annual Debt Obligation	Annual Ongoing Services 3% Escalator	Total Annual Costs	Comprehensive Annual Cash Flow E-F-G	Cumulative Cash Flow
Construction	\$ 62,930			\$ 62,930	\$ -			\$ 62,930	\$ 62,930
1	\$ 217,000	\$ -	\$ -	\$ 217,000	\$ 206,150	\$ 10,850	\$ 217,000	\$ -	\$ 62,930
2	\$ 223,510	\$ -	\$ -	\$ 223,510	\$ 212,335	\$ 11,176	\$ 223,510	\$ -	\$ 62,930
3	\$ 230,215	\$ -	\$ -	\$ 230,215	\$ 218,705	\$ 11,511	\$ 230,215	\$ -	\$ 62,930
4	\$ 237,122	\$ -	\$ -	\$ 237,122	\$ 225,266	\$ 11,856	\$ 237,122	\$ -	\$ 62,930
5	\$ 244,235	\$ -	\$ -	\$ 244,235	\$ 232,024	\$ 12,212	\$ 244,235	\$ -	\$ 62,930
6	\$ 251,562	\$ -	\$ -	\$ 251,562	\$ 251,562	\$ -	\$ 251,562	\$ -	\$ 62,930
7	\$ 259,109	\$ -	\$ -	\$ 259,109	\$ 259,109	\$ -	\$ 259,109	\$ -	\$ 62,930
8	\$ 266,883	\$ -	\$ -	\$ 266,883	\$ 266,883	\$ -	\$ 266,883	\$ -	\$ 62,930
9	\$ 274,889	\$ -	\$ -	\$ 274,889	\$ 274,889	\$ -	\$ 274,889	\$ -	\$ 62,930
10	\$ 283,136	\$ -	\$ -	\$ 283,136	\$ 283,136	\$ -	\$ 283,136	\$ -	\$ 62,930
11	\$ 291,630	\$ -	\$ -	\$ 291,630	\$ 291,630	\$ -	\$ 291,630	\$ -	\$ 62,930
12	\$ 300,379	\$ -	\$ -	\$ 300,379	\$ 300,379	\$ -	\$ 300,379	\$ -	\$ 62,930
13	\$ 309,390	\$ -	\$ -	\$ 309,390	\$ 309,390	\$ -	\$ 309,390	\$ -	\$ 62,930
14	\$ 318,672	\$ -	\$ -	\$ 318,672	\$ 318,672	\$ -	\$ 318,672	\$ -	\$ 62,930
15	\$ 328,232	\$ -	\$ -	\$ 328,232	\$ 328,232	\$ -	\$ 328,232	\$ -	\$ 62,930
Totals	\$4,098,894	\$ -	\$ -	\$4,098,894	\$ 3,978,360		\$4,035,964		\$ 62,930



Cost of Inaction – Opportunity Cost

	Today
Utility costs (status quo)	\$759,928
Utility costs (w/program)	<u>\$541,928</u>
Year 1 savings	\$217,000
Int Rate increase (3.0% -> 4.0%)	<u>\$232,517</u>
1 year cost of inaction	\$449,517
(Does not account for ops expenses)	

Interest Rate Trends



Profile Alignment

- Desire to Address Needs
- A Solution is Fundable
- Profile Alignment



Potential Solution Timeline

