



**KEYSTONE OAKS SCHOOL DISTRICT
1000 KELTON AVENUE
PITTSBURGH, PA 15216**

BOARD OF SCHOOL DIRECTORS

**BUSINESS/LEGISLATIVE SESSION
TUESDAY, JANUARY 16, 2024
7:00 PM**

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

Tuesday, January 16, 2024 – Business/Legislative

7:00 PM Meeting

- Call to Order – President
- Pledge of Allegiance
- **Board of School Directors Recognition**
- Public Comment
- Approval of Reports
- Public Comment
- Adjournment

Tuesday, February 13, 2024 – Work Session

7:00 PM Meeting

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

BOARD PRESIDENT'S REPORT

JANUARY 16, 2024

Mrs. Tamara Donahue

BOARD ACTION REQUESTED

I. BOARD MINUTES

It is recommended that the Board approve the Reorganization/Business/Legislative Minutes of December 5, 2023.

FOR INFORMATION ONLY

- I. Parkway West Career and Technology Center Report** *Mrs. Shaw*
- II. SHASDA Report** *Mr. Raso*
- III. PSBA/Legislative Report** *Mrs. Lydon*
- IV. News from the Boroughs**
- V. EXECUTIVE SESSION**
- VI. BOARD COMMITTEES 2024**

Activities & Athletics	*Mr. LaPorte, Mr. Hill, Mrs. Donahue, Ms. Lindsey
Budget & Finance	*Mr. Hill, Ms. Lindsey, Mrs. Lydon, Mrs. Shaw
Buildings, Grounds & Transportation	*Mr. Raso, Mrs. Shaw, Mr. Hill, Mr. LaPorte
Communications	*Ms. Snyder, Mr. LaPorte, Ms. Lindsey, Mr. Wilson
Education	*Mrs. Donahue, Ms. Snyder, Mr. Wilson, Mrs. Lydon
Personnel	*Mrs. Donahue, *Ms. Snyder, Mrs. Lydon, Mr. Raso
Policy & Planning	*Mrs. Shaw, Ms. Snyder, Mr. Wilson, Mr. Raso
PSBA	Mrs. Lydon
SHASDA	Mr. Raso

*Denotes Chairperson

SUPERINTENDENT'S REPORT

JANUARY 16, 2024

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. REVIEW OF TITLE I POLICY

It is recommended that the Board approve the review of the following Title I Policy in compliance with the Federal Title I Regulations:

Policy 919: *Title I Parent and Family Engagement*

For Information Only

There were no changes in Policy 919.

II. PROFESSIONAL DEVELOPMENT

It is recommended that the Board approve the following Professional Development requests:

William Eibeck	PMEA All State Conference and Festival Bayfront Convention Center Erie, PA April 17 – 20, 2024	\$1,738.00
Ronald Porupsky	Second Annual NTER Master Trainer Summit Washington, D.C. January 29 – 30, 2024	\$1,020.00
Lainey Resetar	UPMC WPIC SAP Conference Virtual January 30 – February 1, 2024	\$375.00

EDUCATION REPORT

JANUARY 16, 2024

Mrs. Tamara Donahue, Chairperson

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 2024/2025 school year.

II. KEYSTONE OAKS HIGH SCHOOL: PROGRAM OF STUDIES

The Administration recommends the approval of the Keystone Oaks High School Program of Studies for the 2024/2025 school year.

PERSONNEL REPORT

JANUARY 16, 2024

Mrs. Tamara Donahue, Co-Chairperson
Ms. Emily Snyder, Co-Chairperson

BOARD ACTION REQUESTED

I. APPOINTMENTS

1. Professional Employee

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, the Administration recommends the employment of:

Brady Whalen

Teacher – Science – High School
Effective – January 4, 2024
Salary - \$47,000.00 (B, Step 1) (pro-rated)

2. Paraprofessional

In compliance with *The Keystone Oaks Educational Support Personnel Association/PSEA/NEA 2022-2025*, it is recommended that the Board approve the employment of:

Krista Glymph

Paraprofessional - Aiken
Effective – January 16, 2024
Salary - \$15.34/hour

3. Activity Stipends – 2023/2024 School Year

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the Board approve the following individuals for the 2023/2024 school year:

<u>Activity</u>	<u>Position</u>	<u>Sponsor</u>	<u>Stipend</u>
Musical (Elementary)	Assistant	Zachary Smith	\$2,500.00
Musical (Elementary)	Assistant	Carol Smith	\$2,500.00
Musical (MS)	Assistant	Carol Smith	\$4,000.00
Musical (MS)	Assistant	Gina Huss	\$2,500.00
Musical (MS)	Assistant	Michael Trimm	\$2,500.00
Musical (HS)	Director	William Eibeck	\$7,250.00
Softball (Girls, Varsity)	Head Coach	Keith Buckley	\$6,500.00

4. Activity Stipend – 2024/2025 School Year

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the Board approve the following individual for the 2024/2025 school year:

<u>Activity</u>	<u>Position</u>	<u>Sponsor</u>	<u>Stipend</u>
Soccer (Boys, Varsity)	Head Coach	John Paul Nicola	To Be Determined

5. After-School Tutoring Program

It is recommended that the Board approve the following individual to participate in the After-School Tutoring Program for the 2023/2024 school year:

<u>Employee</u>	<u>School</u>
Amanda Carnes	Dormont Elementary School

II. DEPARTMENT LEADER 2023/2024 SCHOOL YEAR

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020- 2026*, it is recommended that the following individual be approved for the 2023/2024 school year:

<u>Department Leader</u>	<u>Name</u>	<u>Compensation</u>
Science 6-12	Michelle McSwigan	\$2,250.00 (pro-rated)

III. MENTOR TEACHER

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the Board approve the following mentor teachers and payment for the 2023/2024 school year:

Year 1 Mentor

Kimberly Smykal	\$319.60
------------------------	-----------------

For Information Only

Stipend amount listed above are calculated on a per basis scale and bargaining unit members are compensated \$725.00 per mentor that meets the criteria listed above. Pro-rated stipends indicate a portion of the year met the above criteria.

IV. FAMILY AND MEDICAL LEAVE

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

Employee #4621 – February 22, 2024 – May 21, 2024

FINANCE REPORT

JANUARY 16, 2024

Mr. Nafis Hill, Chairperson

BOARD ACTION REQUESTED

I. ACCOUNTS PAYABLE APPROVAL LISTS THROUGH DECEMBER 31, 2023

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

A. General Fund as of December 31, 2023 (Check No. 71072-71290)	\$950,956.09
B. Food Service Fund as of December 31, 2023 (Check No. 9788-9802)	\$26,540.73
C. Athletics as of December 31, 2023 (None)	\$0.00
D. Capital Reserve as of December 31, 2023 (None)	\$0.00
TOTAL	\$977,496.82

II. PARKWAY WEST CAREER & TECHNOLOGY CENTER BUDGET

1. The Administration recommends that the Board approve the Parkway West General Operating and Jointure Budget for the 2024/2025 school year as follows:

	<u>2024/2025</u>
• Parkway West General Operation Budget	\$8,865,766.00
• Parkway West Jointure Budget	\$800,017.00
2. Keystone Oaks School District's Estimated Share of Budget	
• Parkway West General Operation Budget	\$570,871.63
• Parkway West Jointure Budget	\$40,193.99

For Information Only

The District's estimated share toward the General Operating Budget reflects an increase of \$62,284.60. The District's estimated share toward the Jointure Budget reflects an increase of \$1,312.17.

III. RESOLUTION 01-2024 – SERVICE ORDER AGREEMENT AND E-RATE LETTER OF AGENCY WITH ALLEGHENY INTERMEDIATE UNIT FOR REGIONAL WIDE AREA NETWORK SERVICES AND INTERNET ACCESS SERVICE

It is recommended that the Board adopt Resolution 01-2024 authorizing the Service Order Agreement and E-rate Letter of Agency with Allegheny Intermediate Unit for regional wide area network services and internet access service.

**Resolution 01-2024 - Service Order Agreement and E-rate Letter of Agency with Allegheny Intermediate Unit
for Regional Wide Area Network Services and Internet Access Service
Organization Name Keystone Oaks School District**

WHEREAS Allegheny Intermediate Unit 3 (Allegheny IU) with participating school districts and career and technology centers that are served by Allegheny IU have established a regional wide area network (“RWAN”) to interconnect with one another via lit fiber wide area network services and to receive cost-effective Internet access service via the RWAN; and

WHEREAS, the existing contracts for RWAN and Internet access services with the commercial third-party vendor expire on June 30, 2024; and

WHEREAS, Allegheny IU through the RWAN Committee for Oversight and Governance (“RWAN COG”) conducted a competitive procurement to rebid these services; and

WHEREAS, Crown Castle Fiber was chosen as offering the most cost-effective service with the requisite technical capability to provide services that will best meet the current and future needs of the Districts and CTCs during the initial contract term and any voluntary extension terms for service beginning July 1, 2024.

NOW THEREFORE BE IT RESOLVED THAT:

1. Keystone Oaks School District agrees and authorizes Allegheny IU to purchase lit fiber wide area network and Internet access services from Crown Castle Fiber on behalf of this organization and agrees to pay for services in accordance with the terms of the Service Order.
2. Keystone Oaks School District approves the execution of the Service Order and E-rate Letter of Agency by an authorized representative, to be in effect initially through June 30, 2029 for lit fiber wide area network service and the Letter of Agency, and through June 20, 2027 for Internet access service.
3. Keystone Oaks School District approves the extension of the initial term of this Service Order in accordance with the voluntary extension options set forth in the Crown Castle Fiber’s master agreements that provide for up to five years of extensions for the lit fiber wide area network service and up to seven years of extensions for Internet access

service, without requiring separate and/or additional board action.

Approved this __ day of _____, 2024.

FOR INFORMATION ONLY

I. EXPENDITURE/REVENUE 2023 – 2024 BUDGET to ACTUAL / PROJECTION

ACCT	DESCRIPTION	2023-2024 BUDGET TOTAL	2023-2024 6 MONTH DECEMBER/ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 32,672,317	\$ 28,915,674	\$ (3,756,643)
7000	State Revenue Sources	\$ 13,333,933	\$ 6,911,699	\$ (6,422,234)
8000	Federal Revenue Sources	\$ 805,962	\$ 1,402,240	\$ 596,278
Total Revenue		\$ 46,812,212	\$ 37,229,613	\$ (9,582,599)

				(OVER) UNDER BUDGET
Expenditures				
100	Salaries	\$ 20,607,107	\$ 7,733,099	\$ 12,874,008
200	Benefits	\$ 13,416,990	\$ 4,607,834	\$ 8,809,156
300	Professional/Technical Services	\$ 1,929,206	\$ 940,807	\$ 988,399
400	Property Services	\$ 1,493,800	\$ 745,331	\$ 748,469
500	Other Services	\$ 5,446,273	\$ 2,350,639	\$ 3,095,634
600	Supplies/Books	\$ 1,715,234	\$ 974,804	\$ 740,430
700	Equipment/Property	\$ 1,015,150	\$ 1,065,042	\$ (49,892)
800	Other Objects	\$ 87,100	\$ 107,975	\$ (20,875)
900	Other Financial Uses	\$ 1,101,352	\$ 3,251,627	\$ (2,150,275)
Total Expenditures		\$ 46,812,212	\$ 21,777,159	\$ 25,035,053

Revenues exceeding Expenditures	\$ -	\$ 15,452,454	\$ 15,452,454
--	------	---------------	---------------

Other Financing Sources/(Uses)			
Interfund Transfers In (Out)	\$ -	\$ -	\$ -

II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF DECEMBER 31, 2023

Bank Account - Status	Middle / High School	Athletics
Cash Balance - 12/01/2023	\$ 241,831.94	\$ 44,198.95
Deposits	\$ 4,160.44	\$ 4,229.31
Subtotal	\$ 245,992.38	\$ 48,428.26
Expenditures	\$ 9.99	\$ 95.07
Cash Balance -12/31/2023	\$ 245,982.39	\$ 48,333.19

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF DECEMBER 31, 2023

	BALANCE
GENERAL FUND	
FNB BANK	\$ 1,509,676
PAYROLL (pass-thru account)	\$ 6,809
FNB SWEEP ACCOUNT	\$ -
ATHLETIC ACCOUNT	\$ 4,833
PLGIT	\$ 15,736,542
FNB MONEY MARKET	\$ 5,746,594
PSDLAF	\$ 172,773
INVEST PROGRAM	\$ 193,093
OTHER POST-EMPLOYMENT BENEFITS	\$ 2,092,867
COMPENSATED ABSENCES	\$ 453,579
	\$ 25,916,766
CAFETERIA FUND	
FNB BANK	\$ 747,998
PLGIT	\$ 1,357,515
	\$ 2,105,513
CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$ 43,519
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 854
	\$ 44,374
GRAND TOTAL	\$ 28,066,653

ACTIVITIES & ATHLETICS REPORT
JANUARY 16, 2024

Mr. Thomas LaPorte, Chairperson

BOARD ACTION REQUESTED

I. OVERNIGHT TRIP

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

Golden Eagles Marching Band

Williamsburg and Norfolk, Virginia

May 18 – 22, 2024

Sponsor – William Eibeck

Chaperones – A complete list of names to be provided closer to trip time

Approximate number of students participating – 65 – 70

No District Funds Requested