



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

BOARD OF SCHOOL DIRECTORS

**BUSINESS/LEGISLATIVE SESSION
TUESDAY, MARCH 18, 2025
7:00 PM**

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

Tuesday, March 18, 2025 – Business/Legislative

7:00 PM Meeting

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

Tuesday, April 15, 2025 – 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

MARCH 18, 2025

Mrs. Tamara Donahue

BOARD ACTION REQUESTED

I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of February 11, 2025 and the Business/Legislative Minutes of February 18, 2025.

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**

SUPERINTENDENT'S REPORT

MARCH 18, 2025

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. SUPERVISOR OF SPECIAL EDUCATION

It is recommended that the Board appoint **Hollie Farren** as the Supervisor of Special Education, effective July 1, 2025, at a starting salary of \$95,000.00, pending receipt of all required paperwork. Ms. Farren's employment is in compliance with the *Act 93 Administrative Employees Compensation and Performance Plan, July 1, 2022 – June 30, 2027*.

II. FIRST READING POLICY 919: TITLE I PARENT AND FAMILY ENGAGEMENT

It is recommended that the Board approve the FIRST READING of Policy 919: *Title I Parent and Family Engagement*.

III. FIRST READING POLICY 919.1: TITLE I DORMONT ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY

It is recommended that the Board approve the FIRST READING of Policy 919.1: *Title I Dormont Elementary School Parent and Family Engagement Policy*.

IV. FIRST READING POLICY 919.1: TITLE I MYRTLE ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY

It is recommended that the Board approve the FIRST READING of Policy 919.1: *Title I Myrtle Elementary School Parent and Family Engagement Policy*.

V. BOROUGH OF DORMONT DONATION

It is recommended that the Board approve a donation from the Borough of Dormont of a 2014 Ford Explorer Police Interceptor SUV.

VI. DONATION TO HIGH SCHOOL LIBRARY

It is recommended that the Board approve a monetary donation to the high school library in the amount of \$200.00 from The Literary Ladies.

For Information Only

The Literary Ladies are a book club of Keystone Oaks retirees.

VII. PROFESSIONAL DEVELOPMENT

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

William Eibeck	58 th NafME Eastern Division In-Service Conference Connecticut Convention Center Hartford, CT April 24 – 26, 2025	\$1,400.00
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EDUCATION REPORT

MARCH 18, 2025

Mrs. Tamara Donahue, Chairperson

BOARD ACTION REQUESTED

I. ALLEGHENY INTERMEDIATE UNIT MEMORANDUM OF UNDERSTANDING

It is recommended that the Board approve the AIU Transition Memorandum of Understanding between the Keystone Oaks School District and Head Start, in accordance with the Every Student Succeeds Act (ESSA) and Title I.

COMMUNICATIONS REPORT

MARCH 18, 2025

Ms. Emily Snyder, Chairperson

I. PARENTSQUARE/SMARTSITES AGREEMENT

It is recommended that the Board approve the agreement with ParentSquare / SmartSites for content management and hosting services through June 30, 2028. The cost of services is as follows:

- \$3,000 due upon approval to begin onboarding the new website
- \$2,850 for the 2025/2026 school year
- \$2,850 for the 2026/2027 school year
- \$2,850 for the 2027/2028 school year

II. ALLEGHENY INTERMEDIATE UNIT AGREEMENT

It is recommended that the Board approve the agreement with the Allegheny Intermediate Unit for graphic design services related to the district's logos. The cost of the project is not to exceed \$3,870.00.

PUPIL PERSONNEL REPORT

MARCH 18, 2025

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. ALLEGHENY INTERMEDIATE UNIT: NOTICE OF ADOPTIONS OF POLICIES, PROCEDURES, AND USE OF FUNDS FOR THE 2025/2026 SCHOOL YEAR

It is recommended that the Board approve the Allegheny Intermediate Unit Notice of Adoption of Policies, Procedures, and Use of Funds for the 2025/2026 school year in accordance with federal requirements of 34 CFR PART 300.

II. IDEA – PART B: USE OF FUNDS AGREEMENT 2025/2026

It is recommended that the Board approve the sub-grant agreement for Implementation of Individuals with Disabilities Act – Part B, by and between the Allegheny Intermediate Unit and the Keystone Oaks School District, effective July 1, 2025 through June 30, 2026.

III. CLIENT SERVICES AGREEMENT

It is recommended that the Board approve the Client Services Agreement between Soliant and the Keystone Oaks School District effective February 25, 2025 through June 6, 2025 for Special Education Teleservices for a District student at an hourly rate of \$85.00/per hour.

IV. CLIENT SERVICES AGREEMENT

It is recommended that the Board approve the Client Services Agreement between Soliant and the Keystone Oaks School District effective February 25, 2025 through June 6, 2025 for Speech Teleservices for a District student at an hourly rate of \$115.00/per hour.

PERSONNEL REPORT

MARCH 18, 2025

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

BOARD ACTION REQUESTED

I. RETIREMENT

It is recommended that the Board accept the following retirement:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Years of Service</u>
Patricia Costantini	Paraprofessional	June 2, 2025	19

II. APPOINTMENTS

1. Professional Employee

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended the Board approve the employment of:

Sean McCreery
Teacher – Social Studies – High School
Effective – March 19, 2025
Salary - \$51,500.00 (M, Step 1)

2. Custodian

In compliance with the *Service Employees' International Union Local 32BJ Collective Bargaining Agreement 2021-2026*, it is recommended that the Board approve the employment of:

Fanny Acevedo Guazhco
Custodian
Effective – March 4, 2025
Salary - \$31,723.37 (pro-rated)

Daniel Rosenberger
Custodian
Effective – March 19, 2025
Salary - \$31,723.37 (pro-rated)

3. Part-Time Custodian

It is recommended that the Board approve the employment of:

Staisey Banas
Part-Time Custodian
Effective – March 10, 2025
Salary - \$15.00/per hour

4. Approval of Activity Stipends

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 2024/2025 school year:

<u>Activity</u>	<u>Position</u>	<u>Coach</u>	<u>Stipend</u>
Softball (MS)	Head Coach	Garrett Kellar	\$3,000.00
	Assistant	Tom Beck	\$1,500.00

5. Support Positions and Compensation

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 remainder of the 2024/2025 school year:

<u>Position</u>	<u>Name</u>	<u>Stipend</u>
Weight Room Facilitator	Steve McCormick	\$1,016.66

6. Lifeguard

It is recommended that the Board approve the employment of:

Natalee Tortorella
Lifeguard
Salary - \$14.00/per hour

III. TEACHING LOAD COMPENSATION

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

Secondary Teacher Stipends for Class Sizes at 30 or Above

Lori DeMartino	\$1,000.00
Carolyn Manko	\$1,000.00

IV. POST SEASON COACHING STIPEND

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the Board approve payment to the following individuals for coaching in the post season at \$100.00 per week:

Basketball (Boys)

Gary Goga	\$400.00
Richard Barrett	\$400.00

Basketball (Girls)

Jim Feeney	\$400.00
Mike Orosz	\$400.00

Wrestling

Rick Pattinato	\$400.00
Blaine Johnston	\$400.00

V. TENURE

It is recommended that the Board recognize the following individuals as having completed the requirements according to the Commonwealth of Pennsylvania and achieving tenure with a Professional Contract:

Danielle Astfalk	Aiken/Dormont/Myrtle
Melissa Bowers	Middle School/High School

VI. FAMILY AND MEDICAL LEAVE

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

Employee #2114 – February 20, 2025 – March 21, 2025

VII. INTERMITTENT FAMILY AND MEDICAL LEAVE

It is recommended that the Board approved the following individuals for an Intermittent Family and Medical Leave:

Employee #2342 – February 21, 2025 – February 20, 2026

Employee #5027 – March 3, 2025 – March 2, 2026

Employee #5335 – February 22, 2025 – July 22, 2025

Employee #5335 – February 22, 2025 – February 21, 2026

Employee #5269 – February 27, 2025 – February 26, 2026

FINANCE REPORT

MARCH 18, 2025

Mr. Nafis Hill, Chairperson

BOARD ACTION REQUESTED

I. ACCOUNTS PAYABLE APPROVAL LISTS THROUGH FEBRUARY 28, 2025

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

A. General Fund as of February 28, 2025 (Check No. 74279-74500)	\$907,035.85
B. Food Service Fund as of February 28, 2025 (Check No. 9933-9947)	\$49,890.52
C. Athletics as of February 28, 2025 (Check No. 3485-3486)	\$1,424.18
D. Capital Reserve as of February 28, 2025 (None)	\$0.00
TOTAL	\$958,350.55

II. 2025/2026 AIU PROGRAM OF SERVICES BUDGET

The Administration recommends that the Board approve the proposed 2025/2026 Allegheny Intermediate Unit Program of Services Budget in the amount of \$2,361,050. The Allegheny County (AIU3) school districts' total contribution to the budget is \$1,984,536.

The Keystone Oaks School District's contribution to the Program of Services Budget is estimated to be \$40,054.00. The district's final withholding allocation will be based on the District Aid Ratio and Weighted Average Daily Membership (WADM). The withholding allocations will be determined by the Pennsylvania Department of Education sometime after July 1, 2025.

For Information Only

The estimated cost for the 2025/2026 school year is an increase of \$596.52 to the District compared to the 2024/2025 school year.

III. GOVCONNECTION CHROMEBOOK PURCHASE

It is recommended that the Board approve the purchase of new Chromebooks for at a cost not to exceed \$242,050.00 from GovConnection.

For Information Only

GovConnection is under a Cooperative Purchasing Network.

These Chromebooks are for First, Fifth and Ninth Grades in continued support of the district's 1:1 Device Program and will also support mandated online state testing that is beginning next year.

IV. 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 – Castle Shannon
RESOLUTION NO. 02-2025**

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 **EILEEN O’MALLEY** FOR THE TAXABLE YEAR OF 2024 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED **January 31, 2025**.

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, *Eileen O’Malley* is the elected Tax Collector for the Borough of Castle Shannon and has collected taxes for the year of 2024 at a rate of 21.1002 mills at face; and

WHEREAS, on **January 31, 2025**., the said elected Tax Collector of the Borough of Castle Shannon, *Eileen O’Malley*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of **\$397,491.91** (includes penalty), the said taxes being delinquent and subject to lien and have been transferred to the delinquent and lien tax collection, **MBM Collection Services, LLC**.

NOW THEREFORE, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates *Eileen O’Malley* for taxes found to be delinquent and lien in the amount of **\$397,491.91** arising out of the collection of the 2024 tax duplicate in the amount of 21.1002 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Castle Shannon Tax Collector, *Eileen O’Malley*, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

ADOPTED this 18th day of March 2025.

ATTEST:

Keystone Oaks School District

BY: _____
Joseph A. Kubiak, Assistant to the
Superintendent for Operations/
Board Secretary

BY: _____
Tamara Donahue, President,
Board of School Directors

KEYSTONE OAKS SCHOOL DISTRICT - Dormont
RESOLUTION NO. 03-2025

THE RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE KEYSTONE OAKS SCHOOL DISTRICT EXONERATING THE TAX COLLECTOR OF THE **BOROUGH OF DORMONT**, NAMELY **VICKIE MCGURK** FOR THE TAXABLE YEAR OF 2024 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED **January 31, 2025**.

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, *Vickie McGurk* is the elected Tax Collector for the Borough of Dormont and has collected taxes for the year of 2024 at a rate of 21.1002 mills at face; and

WHEREAS, on **January 31, 2025**., the said elected Tax Collector of the Borough of Dormont, *Vickie McGurk*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of **\$420,146,34** (includes penalty), the said taxes being delinquent and subject to lien and have been transferred to the delinquent and lien tax collection, **MBM Collection Services, LLC**.

NOW THEREFORE, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates *Vickie McGurk* for taxes found to be delinquent and lien in the amount of **\$420,146,34** arising out of the collection of the 2024 tax duplicate in the amount of 21.1002 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Dormont Tax Collector, *Vickie McGurk Service*, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

ADOPTED this 18th day of March 2025.

ATTEST: Keystone Oaks School District

BY: _____
Joseph A. Kubiak, Assistant to the
Superintendent for Operations/
Board Secretary

BY: _____
Tamara Donahue, President,
Board of School Directors

KEYSTONE OAKS SCHOOL DISTRICT – Green Tree
RESOLUTION NO. 04-2025

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 **BABETTE LEGLER** FOR THE TAXABLE YEAR OF 2024 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED **January 31, 2025**.

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, *Babette Legler* is the elected Tax Collector for the Borough of Green Tree and has collected taxes for the year of 2024 at a rate of 21.1002 mills at face; and

WHEREAS, on **January 31, 2025.**, the said elected Tax Collector of the Borough of Green Tree, *Babette Legler*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of **\$310,735.73** (includes penalty), the said taxes being delinquent and subject to lien and have been transferred to the delinquent and lien tax collection, **MBM Collection Services, LLC**.

NOW THEREFORE, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates *Babette Legler* for taxes found to be delinquent and lien in the amount of **\$310,735.73** arising out of the collection of the 2024 tax duplicate in the amount of 21.1002 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Green Tree Tax Collector, *Babette Legler*, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

ADOPTED this 18th day of March 2025.

ATTEST:

Keystone Oaks School District

BY: _____

Joseph A. Kubiak, Assistant to the
Superintendent for Operations/
Board Secretary

BY: _____

Tamara Donahue, President,
Board of School Directors

FOR INFORMATION ONLY

I. EXPENDITURE/REVENUE 2024 – 2025 BUDGET to ACTUAL / PROJECTION

ACCT	DESCRIPTION	2024-2025 BUDGET TOTAL	2024-2025 8 MONTH FEBRUARY/ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 33,846,624	\$ 31,583,552	\$ (2,263,072)
7000	State Revenue Sources	\$ 14,399,956	\$ 8,689,618	\$ (5,710,338)
8000	Federal Revenue Sources	\$ 959,403	\$ 321,506	\$ (637,897)
Total Revenue		\$ 49,205,983	\$ 40,594,675	\$ (8,611,308)
				(OVER) UNDER BUDGET
Expenditures				
100	Salaries	\$ 22,081,671	\$ 11,636,629	\$ 10,445,043
200	Benefits	\$ 14,214,529	\$ 8,162,977	\$ 6,051,552
300	Professional/Technical Services	\$ 2,320,940	\$ 1,389,015	\$ 931,925
400	Property Services	\$ 1,586,550	\$ 812,589	\$ 773,961
500	Other Services	\$ 5,749,351	\$ 3,753,924	\$ 1,995,427
600	Supplies/Books	\$ 2,399,763	\$ 1,342,200	\$ 1,057,563
700	Equipment/Property	\$ 1,056,771	\$ 714,222	\$ 342,549
800	Other Objects	\$ 101,910	\$ 45,455	\$ 56,455
900	Other Financial Uses	\$ -	\$ 1,218,647	\$ (1,218,647)
Total Expenditures		\$ 49,511,485	\$ 29,075,658	\$ 20,435,827
Revenues exceeding Expenditures		\$ (305,502)	\$ 11,519,017	\$ 11,824,519
Other Financing Sources/(Uses)				
	Interfund Transfers In (Out)	\$ -	\$ -	\$ -

II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF FEBRUARY 28, 2025

Bank Account - Status	Middle / High School	Athletics
Cash Balance - 01/01/2025	\$ 348,842.37	\$ 97,308.59
Deposits	\$ 2,829.35	\$ 4,180.21
Subtotal	\$ 351,671.72	\$ 101,488.80
Expenditures	\$ 51.96	\$ -
Cash Balance - 01/31/2025	\$ 351,619.76	\$ 101,488.80

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF FEBRUARY 28, 2025

	BALANCE
GENERAL FUND	
FNB BANK	\$ 1,102,577
PAYROLL (pass-thru account)	\$ 6,909
FNB SWEEP ACCOUNT	\$ -
ATHLETIC ACCOUNT	\$ 101,489
PLGIT	\$ 15,954,973
FNB MONEY MARKET	\$ 3,211,499
PSDLAF	\$ 182,865
INVEST PROGRAM	\$ 204,932
OTHER POST-EMPLOYMENT BENEFITS	\$ 2,188,067
COMPENSATED ABSENCES	\$ 474,312
	<u>\$ 23,427,624</u>
CAFETERIA FUND	
FNB BANK	\$ 304,478
PLGIT	\$ 2,318,877
	<u>\$ 2,623,355</u>
CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$ 45,527
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 905
	<u>\$ 46,432</u>
GRAND TOTAL	<u>\$ 26,097,411</u>

**BUILDINGS, GROUNDS &
TRANSPORTATION REPORT**

MARCH 18, 2025

Mr. Santo Raso, Chairperson

BOARD ACTION REQUESTED

I. CHANGE ORDER #1 – ALL AMERICAN ATHLETICS

It is recommended that the Board approve Change Order #1 dated November 24, 2024 from All American Athletics for new wall base and thresholds in the Middle School and High School Gyms at a price not to exceed \$10,600.00.

For Information Only

All American Athletics is replacing the Bleachers in the Middle School and High School Gyms. This was approved at the October 15, 2024 Business/Legislative Meeting.

All American Floors is a COSTARS vendor, #014-317.

ACTIVITIES & ATHLETICS REPORT

MARCH 18, 2025

Mr. Tom LaPorte, Chairperson

BOARD ACTION REQUESTED

I. ADVERTISE FOR ATHLETIC BIDS

It is recommended that the Board approve the advertisement of athletic bids for the winter/spring of the 2025/2026 school year.

II. ATHLETIC BIDS – FALL 2025/2026 SCHOOL YEAR

It is recommended that the Board approve the **Fall Athletic Bids** for the 2025/2026 school year in the amount of **\$109,457.04** to the following vendors:

Century Sports	\$86,315.21
Pyramid School Sports	\$444.83
Sports Imports	\$15,999.50
The Fitness Doctors (American Fitness & Sport Supply)	\$5,400.00
US Logo Services (L.L. Terry Kenneweg)	\$1,297.50

III. COMPETITIVE EVENTS

It is recommended that the Board approve the following competitive events:

58th NafME Eastern Division In-Service Conference (Level III)

Connecticut Convention Center

April 24 – 26, 2025

Number of Students – 1

District Funds Requested - \$750.00

Basketball – Boys, Varsity (Level II)

Forest Hills Jr. Sr. High

March 8, 2025

Number of Students – 25

Activity Sponsors – Gary Goga and Richard Barrett

District Funds Requested for Students - \$3,675.00

District Funds Requested for Sponsors - \$294.00

Total District Funds Requested - \$3,969.00

Basketball – Girls, Varsity (Level II)

Central Cambria High School

March 7, 2025

Number of Students – 16

Activity Sponsors – Jim Feeney and Mike Orosz

District Funds Requested for Students - \$3,200.00

District Funds Requested for Sponsors - \$394.00

Total District Funds Requested - \$3,594.00

FBLA Leadership Conference (Level II)

Hershey, PA

April 7 – 9, 2025

Number of Students – 17

Activity Sponsor – Bob Mays

District Funds Requested for Students - \$6,375.00

District Funds Requested for Sponsor - \$1,600.00

Total District Funds Requested - \$7,975.00

Odyssey of the Mind – Regional Competition (Level I)

Keystone Oaks High School

March 8, 2025

Number of Students – 66

Activity Sponsor – Jessica Dobson

Total District Funds Request - \$1,000.00 (Registration fee for 10 teams)

Odyssey of the Mind – State Competition (Level II)

Pocono Mountain East High School

April 5, 2025

Number of Students – 46

Activity Sponsor – Jessica Dobson

Activity Coaches – 7

District Funds Requested for Students - \$17,250.00

District Funds Requested for Sponsor and Coaches - \$5,725.39

Total District Funds Requested - \$22,975.39

Robotics (Middle School) – State Competition (Level II)

Clarion University

March 4, 2025

Number of Students – 5

Activity Sponsors – Dennis Sarchet and Craig Wetzel

District Funds Requested for Students - \$1,160.00

District Funds Requested for Sponsors - \$404.00

Total District Funds Requested – \$1,564.00

Wrestling (Varsity) – PIAA Southwest AA (Level II)

Altoona Area High School

February 28, 2025 – March 1, 2025

Number of Students – 2

Activity Sponsors – Rick Pattinato and Blaine Johnston

District Funds Requested for Students - \$450.00

District Funds Requested for Sponsors - \$450.00

Total District Funds Requested – \$900.00

Policy Guide



Policy No. 919

Section COMMUNITY

Title TITLE I PARENT AND FAMILY ENGAGEMENT

Adopted DECEMBER 2, 2014

Last Revised JANUARY 18, 2022

Reviewed JANUARY 16, 2024

POLICY NO. 919 TITLE I PARENT AND FAMILY ENGAGEMENT		
Section 1	<p><u>Purpose</u></p> <p>The Board recognizes that parent and family engagement contributes to the achievement of academic standards by students participating in Title I programs. The Board views the education of students as a cooperative effort among the school, parents and family members, and community.</p>	<p>20 U.S.C. 6318 Pol. 102</p>
Section 2	<p><u>Definition</u></p> <p>Parent and Family (Family Member) - these terms are used interchangeably and shall include caregivers, a legal guardian or other person standing in loco parentis such as a grandparent or stepparent with whom the child lives, a person who is legally responsible for the child's welfare, or a legally appointed Education Decision Maker of a child participating in a Title I program.</p>	
Section 3	<p><u>Authority</u></p> <p>The Board directs the District and each of its schools with a Title I program to:</p> <ol style="list-style-type: none"> 1. Conduct outreach to all parents and family members. 	<p>20 U.S.C. 6318</p>

**POLICY NO. 919
TITLE I PARENT AND FAMILY ENGAGEMENT**

2. Engage parents in the joint development of the District's overall Title I plan and the process of school review and improvement as necessary.

3. Engage parents and family members in the development of the Title I Parent and Family Engagement Policy. [The District involves parents and family members in the development of the Consolidated Application by inviting input at our spring family engagement event, before the application is written, and through an annual survey. Agenda items include the use of funds from Title I, II, and IV, and parent involvement set-aside if available. All Title I families are invited to participate.](#) Following adoption of the policy by the Board, the policy shall be:
 - a. Incorporated into the district's Title I plan.
 - b. Posted to the district's publicly accessible website and be available in writing upon request.
 - c. Evaluated annually with parent and family engagement.

4. Provide opportunities and conduct meaningful collaborations with parents and family members in planning and implementation of Title I programs, activities, and procedures. [The District involves parents and family members in school review and improvement through participation in the PFO, school and district initiatives, and the Superintendent Parent Group.](#)

20 U.S.C. 6312
SC 510.2

Section 4

Guidelines

Each district school operating a Title I program shall hold an annual meeting of parents and family members at a convenient time to explain the goals and purposes of the Title I programs and to inform them of their right to be involved. Parents and family members shall be given the opportunity to participate in the design, development, operation and evaluation of the program. Parents and family members shall be encouraged to participate in planning activities, to offer suggestions, and to ask questions regarding policies and programs, through the Title I

20 U.S.C. 6318

	<p style="text-align: center;">POLICY NO. 919 TITLE I PARENT AND FAMILY ENGAGEMENT</p> <p>Parent Advisory Council, survey, and Parent-Faculty organization meetings.</p> <p>The schools with Title I programs shall offer a flexible number of meetings which shall be held at various times of the morning and evening. Title I funds may be used to enable parent and family member attendance at meetings through payment of transportation, child care costs or home visits.</p> <p>The schools shall involve parents and family members in an organized, ongoing and timely way, in the planning, review and improvement of Title I programs, the Title I Parent and Family Engagement Policy and the joint development of the Title I Plan.</p> <p>At these meetings, parents/guardians shall be provided:</p> <ol style="list-style-type: none"> 1. Timely information about Title I programs and district and school level parent/guardian engagement activities. 2. Description and explanation of academic content standards, the curriculum in use, the forms of academic assessment used to measure student progress, and the achievement levels students are expected to meet. 3. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children. <p>To ensure the continuous engagement of parents and family members in the joint development of the Title I Plan and with the school support and improvement process, the district shall:</p> <ol style="list-style-type: none"> 1. Establish meaningful, ongoing two-way communication between the district, staff and parents and family members. <i>The district evaluates the effectiveness of the parent and family engagement policy through an annual survey to Title I families, review and revision of the policy at the fall and spring parent meetings, and feedback from the Title I Parent Advisory Council.</i> 2. Communicate with parents and family members about the plan and seek their input and participation through 	<p>20 U.S.C. 6318</p> <p>20 U.S.C. 6318, 6312</p> <p>20 U.S.C. 6318</p>
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POLICY NO. 919
TITLE I PARENT AND FAMILY ENGAGEMENT

efficient means of communication such as, the use of newsletters, the district website, email, telephone, parent and teacher conferences, and home visits if needed.

3. Train personnel on how to collaborate effectively with parents and family members with diverse backgrounds that may impede their participation, such as limited literacy or language difficulty.
4. Analyze and share the results of the Title I Parent/Family Survey.
5. Post school performance data on the district's website.
6. Distribute and discuss the School-Parent and Family Compact.
7. Host various parent and family nights at each school building with a Title I program.
8. Establish and support active and engaged Title I parent and family advisory councils. The council will include a majority of parents and family members of students participating in Title I programs, as well as the building principal, teachers or other appropriate staff, students and community members. The purpose of the council shall be to focus on improved student achievement, effective classroom teaching, parent/family/community engagement in the educational process, and to facilitate communications and support.
9. Actively recruit parents and family members to participate in school review and improvement planning.
10. Assign district representatives to be available to work collaboratively with parents and family members, and to conduct school-level trainings to promote understanding of school data, comprehensive plans and the budgeting process.
11. Invite participation of parents and family members at the regular comprehensive planning committee meetings,

	<p style="text-align: center;">POLICY NO. 919 TITLE I PARENT AND FAMILY ENGAGEMENT</p> <p>Title I budget meetings and school improvement plan meetings to obtain input and propose school improvement initiatives.</p> <p>If the Title I Plan is not satisfactory to parents and family members, the District shall submit any parent or family member comments with the plan when the school makes the plan available to the Board.</p> <p><u>Building Capacity for Parent and Family Engagement</u></p> <p>The District shall provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools in planning and implementing effective parent and family involvement activities to improve academic achievement and school performance through:</p> <ol style="list-style-type: none"> 1. Providing assistance to parents and family members in understanding such topics as the academic standards, state and local academic assessments, the requirements of parent and family involvement, how to monitor a child's progress and work with teachers to improve the achievement of their children. 2. Providing material and training to help parents and family members work with their children to improve academic achievement and to foster parent and family engagement, such as: <ol style="list-style-type: none"> a. Scheduling trainings in different locations on a variety of topics including how to support their child in school, literacy, school safety, cultural diversity and conflict resolution. b. Using technology, including education about the harms of copyright piracy, as appropriate. c. Providing information, resources and materials in 	<p>20 U.S.C. Sec. 6318, 6312</p> <p>20 U.S.C. 6318</p> <p>Pol. 102, 127</p> <p>Pol. 814</p>
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a user-friendly format.

- d. Providing, as requested by a parent or family member, other reasonable support for parent and family engagement activities.
- e. Training on how to use the Parent Portal as a tool to monitor grades and achievement.
- f. [The District provides technical assistance to schools through monthly administration meetings and monthly Title I staff meetings to review and plan parent and family engagement activities.](#)

- 3. Educating teachers, specialized instructional support personnel, principals and other school leaders and staff, with the assistance of parents and family members, on the value and usefulness of contributions of parents and family members and in how to reach out to, communicate with, and work with them as equal partners, implement and coordinate parent and family programs, and build ties between parents and family members and the school.

- 4. To the extent feasible and appropriate, coordinating and integrating Title I parent and family involvement efforts and activities with other federal, state and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents and family members in more fully participating in the education of their children. [The District coordinates with other federal, State and local laws and programs through a partnership with Head Start and Hi5! From the Allegheny Intermediate Unit to develop and implement a plan for kindergarten transition.](#)

- 5. Engage the parent organizations (i.e. PFO) to actively seek out and involve parents and family members through regular updates, information sessions and assistance with the identification of effective

Pol. 833

20 U.S.C. 2318,
7845
Pol. 140, 212
29 U.S.C. 3271 et
seq.
42 U.S.C. 11301 et
seq., 9831 et seq.

	<p style="text-align: center;">POLICY NO. 919 TITLE I PARENT AND FAMILY ENGAGEMENT</p> <p>communication strategies.</p> <ol style="list-style-type: none"> 6. Train parents and family members to enhance the involvement of other parents and family members. 7. Adopt and implement model approaches to improving parent and family engagement. 8. Establish a district-wide Title I parent and family advisory council to provide advice on all matters related to parent and family engagement in Title I programs. 9. Engage community-based organizations and businesses in parent and family engagement activities. 10. Implement an effective means of outreach to the families of English learners. <p><u>Coordinating Parent and Family Engagement Strategies</u></p> <p>The District shall coordinate and integrate Title I parent and family engagement strategies with other parent and family engagement strategies required by federal, state, and local laws by:</p> <ol style="list-style-type: none"> 1. Involving district and program representatives to assist in identifying specific parent and family member needs. 2. Sharing data from other programs to assist in developing initiatives to advance academic achievement and school improvement. <p><u>Annual Parent and Family Engagement Policy Evaluation</u></p> <p>The District shall conduct, with meaningful participation of parents and family members, and annual evaluation of the content and effectiveness of this policy in improving the academic quality of all district schools with a Title I program.</p> <p>The evaluation shall identify:</p> <ol style="list-style-type: none"> 1. Barriers to parent and family member participation, with 	<p>20 U.S.C. 6318, 7845 Pol. 140, 212 29 U.S.C. 3271 et seq., 701 et seq 42 U.S.C. 11301 et seq.,9831 et seq.</p> <p>20 U.S.C. 6318</p> <p>20 U.S.C. 6318</p>
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particular attention to those who are migrants, are economically disadvantaged, have a disability, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority.

2. The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers.
3. Strategies to support successful school and parent and family interactions.

The evaluation shall be conducted through:

1. Establishment of a schedule and process for the policy review and revision by parents and family members.
2. An evaluation of the effectiveness of the content and communication methods through a variety of methods.
3. A parent and family member and teacher survey designed to collect data on school level and district-wide parent and family engagement outcomes.
4. Focus groups. Parents and family members, and community members, unable to attend the focus groups in person shall have an opportunity to participate in an alternate format.
5. Documentation of parent and family member input regarding Title I programs and activities from throughout the year.
6. A Title I parent and family advisory council comprised of a sufficient number and representative group of parents and family members to adequately represent the needs of the district's Title I population.

20 U.S.C. 6318

20 U.S.C. 6318

The District shall use the findings of the annual evaluation to design evidence-based strategies [to align with evidence-based strategies to involve parents, using A Toolkit for Title I Parental Involvement from the National Center for Family and](#)

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[Community connections](#) for more effective parent and family engagement, and to revise, if necessary, the district's Title I Parent and Family Engagement Policy.

School-Parental Compact

Each school in the District receiving Title I funds shall jointly develop with parents and family members of students served in the program a School-Parent and Family Compact outlining the manner in which parents and family members, the entire school staff and students will share responsibility for improved student academic achievement and the means by which the school and parents and family members will build and develop partnerships to help children achieve the academic standards. [Additional ways the LEA involves parents and family members, like a Parent Advisory Council \(PAC\) include a Title I Parent Advisory Council, PFOs at each school, and Superintendent's parent group.](#) The compact shall:

1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment, enabling students in the Title I program to meet the District's academic standards.
2. Describe the ways in which parents and family members will be responsible for supporting their child's learning; volunteering in the classroom; and participating, as appropriate, in decisions related to their child's education and positive use of extracurricular time.
3. Address the importance of ongoing two-way, meaningful communication between parents/family members and teachers, at a minimum, annual parent-teacher conferences at the elementary level, frequent reports to parents and family members on their child's progress, reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.

[Title I Funds](#)

Pol. 916

Pol. 916

20 U.S.C. 6318

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~~Unless exempt by law, the District shall reserve at least one percent (1%) of its Title I funds to assist schools in conducting parent and family engagement activities. Parents and family members shall be involved in the decisions regarding how the Title I reserved funds are used for parent and family engagement activities.~~

~~Not less than ninety percent (90%) of the reserved funds shall be distributed to district schools with a Title I program, with priority given to high need schools. The District shall use the Title I reserved funds to conduct activities and strategies consistent with this policy, including:~~

- ~~1. Supporting schools and nonprofit organizations in providing professional development for the district and school personnel regarding parent and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents and family members.~~
- ~~2. Supporting programs that reach parents and family members at home, in the community, and at school.~~
- ~~3. Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members.~~
- ~~4. Collaborating or providing subgrants to schools to enable such schools to collaborate with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement.~~
- ~~5. Engaging in any other activities and strategies that the district determines are appropriate and consistent with this policy.~~

Documentation of Parent and Family Engagement Practices

Documentation to track the implementation of this policy is an essential part of compliance and may include, but not be limited

20 U.S.C. 6318
Pol. 140

	<p style="text-align: center;">POLICY NO. 919 TITLE I PARENT AND FAMILY ENGAGEMENT</p> <p>to, sign-in sheets at workshops, meetings and conferences; schedules, training and informational materials; communications and brochures; and meeting notes.</p> <p><u>Accessibility</u></p> <p>The District and each of its schools with a Title I program shall provide communications, information and school reports to parents and family members who are migrants or who have limited English proficiency, a disability, limited literacy, or racial and ethnic minority backgrounds, in a language they can understand.</p> <p>Section 5 <u>Delegation of Responsibility</u></p> <p>The Superintendent or designee shall ensure that the District's Title I Parent and Family Engagement Policy, plan and programs comply with the requirements of federal law.</p> <p>The Federal Programs Coordinator and/or Title I staff shall notify parents and family members of the existence of the Title I programs and provide:</p> <ol style="list-style-type: none"> 1. An explanation of the reasons supporting their child's selection for the program. 2. A set of goals and expectations to be addressed. 3. A description of the services to be provided. 4. A copy of this policy and the School-Parent and Family Compact. <p>Parents and family members shall actively carry out their responsibilities in accordance with this policy and the School-Parent and Family Compact. At a minimum, parents and family members shall be expected to:</p> <ol style="list-style-type: none"> 1. Support their child’s learning. 2. Participate, as appropriate, in decisions relating to the education of their child and positive use of 	<p>20 U.S.C. 6318, 6312</p> <p>20 U.S.C. 6318</p>
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extracurricular time.

The Superintendent or designee shall ensure that the District and its schools with Title I programs provide opportunities for the informed participation of parents and family members by providing resources, information and school reports in an understandable and uniform format or, upon request, in another format. Such efforts shall include: .

1. Providing communications in clear and simple language.
2. Posting information for parents and family members on the district's website.
3. Including a telephone number for parents and family members to call with questions.
4. Partnering with community agencies which may include libraries, recreation centers, community-based organizations and faith-based organizations to assist in sharing information.
5. Provide language access services to families with limited English proficiency through on-site or telephonic translation and interpretation services, as appropriate.

Pol. 140

Previously Revised: December 4, 2018; December 12, 2017

References:

School Code – 24 PA Sec. 510.2

Elementary and Secondary Education Act – 20 U.S.C. Sec. 6312, 6318, 7845

Rehabilitation Act – 29 U.S.C. Sec. 701 et seq.

Adult Education and Family Literacy Act – 20 U.S.C. Sec. 3271 et seq.

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Head Start Act – 42 U.S.C. Sec. 9831 et seq.

The McKinney-Vento Homeless Assistance Act – 42 U.S.C.
Sec. 11301 et seq.

Board Policy – 102, 140, 127, 212, 814, 916

KEYSTONE OAKS SCHOOL DISTRICT

Policy

Guide



Policy No. 919.1

Section COMMUNITY

Title TITLE I DORMONT
ELEMENTARY SCHOOL
PARENT AND
FAMILY ENGAGEMENT POLICY

Adopted NOVEMBER 17, 2015

Last Revised APRIL 18, 2023

POLICY NO. 919.1 TITLE I DORMONT ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY	
Section 1	<p><u>Purpose</u></p> <p>The Board recognizes that meaningful parent and family engagement contributes to the achievement of state academic standards by students participating in Title I programs. This policy, developed by Dormont Elementary in collaboration with and agreed to by parents and family members, describes how parents and family members will be engaged at the school level.</p>
Section 2	<p><u>Definition</u></p> <p>Parent and Family (Family Member) - these terms are used interchangeably and shall include caregivers, a legal guardian or other person standing in loco parentis such as a grandparent or stepparent with whom the child lives, a person who is legally responsible for the child's welfare, or a legally appointed Education Decision Maker of a child participating in a Title I program.</p>
Section 3	<p><u>Guidelines</u></p> <p>Dormont Elementary will involve parents and family in the development of the school plan and in the process of school review and improvement in the following ways through participation on the Parent and Family Member Advisory Council and other forms: initially through the PFO and then with</p>

	<p style="text-align: center;">POLICY NO. 919.1 TITLE I DORMONT ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY</p> <p>subsequent Title I parent meetings to review and revise the policy. All policies are posted on the District website, distributed to Title I parents, and available in all schools.</p> <ol style="list-style-type: none"> 1. Title I parents and family will participate in the development of the Title I Plan and will be part of the school review and school improvement (if applicable) procedures. 2. Title I parents and family will serve on the Parent and Family Advisory Council for the Title I Plan and the School Improvement Plan (if applicable). 3. Title I parents and family will plan, review, and update the School's and District's Title I Parent and Family Engagement policies. 4. Title I parents and family will jointly develop a School-Parent and Family Compact that outlines how parents and family, the entire school staff, and students will share in the responsibility for improved student achievement. 5. A yearly meeting will be held to provide Title I parents and family the opportunity for input into the planning, implementation, and evaluation of the Title I program. <p>Dormont Elementary School will meet with parents and family members annually in the fall and spring by sending invitations to participating parents. Dormont Elementary will hold an annual meeting with Title I parents and family in September to inform parents and family of the school's participation in the Title I program and to explain the requirements of the program and their right to be involved. The following items will be discussed: Title I budget, Parent and Family Engagement Policies, overview of Title I (expectations and requirements), standards-based instruction and assessment, overview of the school's curriculum, proficiency levels, multiple criteria for entrance into the program, monitoring student progress, how to work with teachers, parent and family resource center, school-home compact, and activities for home. The school accommodates meeting requests submitted to the school principal and</p>	<p>ESEA Sec. 1118(d)</p> <p>ESEA Sec. 1118(c)(4)</p>
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scheduled at a mutually agreed upon time. Should additional meetings be held they will be held in the early evening, based on results from the parent survey, at the central office to accommodate all communities.

Parents and family will be invited by letter in their native/preferred language and additional contact as necessary. Dormont Elementary will provide technical assistance and support to its Title I program in planning and implementing effective parent and family engagement activities. The school involves parents and family members in school review and improvement of the parent and family engagement program through an annual survey to Title I families, review and revision of the policy at fall and spring parent meetings, and feedback from the Title I Parent Advisory Council. The school will:

1. Assist the Title I program in identifying clear and measurable goals for parent and family engagement.
2. Actively support staff and promote efforts that increase the level of parent and family engagement, such as Meet the Teacher, Curriculum Night, Parent-Teacher Conferences, Read across America week, Camp Read A Lot, and book fairs.
3. Provide parents and family and staff information, materials, and training on required and effective parent and family engagement policies and practices. Provide to Title I program best practices, ideas, materials, new approaches, research, and other program information in order to improve their parent and family involvement programs.
4. Research and model effective parent and family engagement activities and practices.
5. Provide resource materials for parent and family meetings, workshops, and take home learning activities. Parent and family meetings, including parent and family conferences, will be held at different times during the day. The school will provide, if requested by parents and family, opportunities for regular meetings to formulate

ESEA Sec.
1118(e)(4)

ESEA Sec.
1111(h)(6)(B)(i)

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suggestions and to participate, as appropriate, in decisions related to the education of their children, and respond to any suggestions as soon as practically possible.

6. Provide parents and family of participating children with timely information about the Title I program. Parents and family will be invited to parent-teacher conferences and receive a Title I report card twice a year. Information can also be obtained through the Title I page of our website and from our Parent Resource Center, located in the Title I room at Dormont Elementary. [The school informs parents and family members about the Title I program through an explanation at the fall Title I parent meeting and through a letter inviting participation.](#)
7. Assist Title I program with training and ideas on reaching hard-to-reach parents and family and parent and family involvement activities.
8. Collaborate with the PFO, Parent and Family Advisory Council, community agencies, and businesses to provide activities that build capacity for parents and family to assist learning and participate in school processes, such as parent and family workshops or family unity activities.
9. Participate in the organization Trying Together and other opportunities to collaborate with Head Start and PreK programs.

Dormont Elementary will build the school's and parents' and families' capacity for involvement by offering programs to strengthen the school/family partnership by providing materials and training for school staff and parents and family. A School-Parent and Family Compact will be jointly developed and reviewed annually. The Compact outlines how parents and family, the entire school staff, and students will share in the responsibility for improved student achievement. The school will:

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1. Educate school staff and parent and family in the value of contributions of parents and family and how to reach out to, communicate, with, and work with the parents and family as equal partners to implement and coordinate programs and to build ties between parents and family and the school through faculty meetings and professional development using training materials from the State Parent Advisory Council.
2. Provide staff development for teachers, families, administrators, staff and others on how to increase the level of quality of family engagement through PFO meetings and faculty meetings.
3. Provide training through meetings, resources, and conferences to parents and family in understanding topics such as the importance of challenging academic standards and how they can help their children meet them, monitoring their children's progress, and literacy skills that help parents and family work with their children. Training will include resources on the school district website, activities to do at home, and the parent and family resource center. Assistance will be provided to parents and family members to understand the academic standards, State and local academic assessments, and how to monitor their child's progress through a Parent Resource Center at each school, parent resources on the District website, presentations at curriculum nights, and Parent-Teacher Conferences.
4. Provide information and, if needed, assistance to program and parents and family in understanding state academic content and performance standards, state and local assessments, requirements for Title I, and how the parents and family can assist in their child's education. The school explains the curriculum, State standards, and assessment at the fall Annual Parent meeting with the Assistant to the Superintendent for Student Achievement providing an overview of programs and assessments used. Assistance will be provided to parents and family members to understand the academic standards, State and local academic assessments, and how to monitor

	<p style="text-align: center;">POLICY NO. 919.1 TITLE I DORMONT ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY</p> <p style="text-align: center;">their child’s progress through a Parent Resource Center at each school, parent resources on the District website, presentations at curriculum nights, and Parent-Teacher Conferences.</p> <ol style="list-style-type: none"> 5. Provide the school, to the extent feasible and appropriate, with information on how to work with business partners and/or community organization to learn about Title I to encourage school/family/community partnerships. The school will use parents to train staff on how to work with parents as equal partners through use of the State Parent Advisory Council (SPAC) skits. 6. Provide information to the school and parents and family on the district website under Parent Resource Center. 7. Ensure Title I parents and family with limited English proficiency, literacy difficulties, or other disabilities are given the same opportunities as other parents and family but these opportunities may be structured, adapted, or modified so that these parents and family may receive the same benefits and services as the other Title I parents and family. The school includes parents and family members of English Learners by offering translated materials. The school will ensure information is in a language parents can understand by collecting preferred languages of families and utilizing TransPerfect and translation features on the District website and Parent Square. 8. Coordinate Title I parent/and family engagement activities, to the extent feasible and appropriate, with other programs by providing mutual parent and family engagement training and information through collaboration with the PFO. 9. Conduct an annual survey and follow-up meeting in the spring for Title I parents and family to evaluate the content and effectiveness of the Title I parent and family engagement plans, procedures, and policies and use the evaluation to identify successful engagement strategies, barriers to participation, and make recommendations for 	<p>ESEA Sec. 1118(a)(3)(C)</p>
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improving parent and family engagement. Barriers to participation of parents and family who are economically disadvantaged, disabled, have limited English proficiency, are limited in literacy skills, or are part of an ethnic minority background, will be identified to ensure greater parent/guardian participation in school activities. If necessary, after review of the findings of the evaluation, procedures will be revised.

10. [The school coordinates with other federal, State and local programs include public preschool programs through a partnership with Head Start and Hi5! From the Allegheny Intermediate Unit to develop and implement a plan for kindergarten transition.](#)

Dormont Elementary will budget at least one (1) percent of its allocation for parent/guardian engagement materials and activities, if applicable. At least ninety-five (95) percent of the one (1) percent of the allocation for parent and family engagement at the District level will be used for school-based parent and family engagement activities.

Parents and family will have input into the funding for parent/guardian engagement through the District and school planning process. Title I funds may be used to pay for reasonable and necessary expenses associated with parent/guardian engagement activities, including transportation, childcare, or home visit expenses to enable parents and family to participate in school-related meetings and training sessions.

Previously Revised: December 12, 2017

References:

State Board of Education Regulations – 22 PA Code Sec. 403.1

Elementary and Secondary Education Act – ESEA Sec. 1111, 1118

Board Policy – 102

	<p style="text-align: center;">POLICY NO. 919.1 TITLE I DORMONT ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY</p>	
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KEYSTONE OAKS SCHOOL DISTRICT

Policy Guide



Policy No. 919.2

Section COMMUNITY

Title TITLE I MYRTLE AVENUE
ELEMENTARY SCHOOL
PARENT AND
FAMILY ENGAGEMENT POLICY

Adopted NOVEMBER 17, 2015

Last Revised APRIL 18, 2023

POLICY NO. 919.2 TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY	
Section 1	<p><u>Purpose</u></p> <p>The Board recognizes that meaningful parent and family engagement contributes to the achievement of state academic standards by students participating in Title I programs. This policy, developed by Myrtle Avenue Elementary in collaboration with and agreed to by parents and family members, describes how parents and family members will be engaged at the school level.</p>
Section 2	<p><u>Definition</u></p> <p>Parent and Family (Family Member) - these terms are used interchangeably and shall include caregivers, a legal guardian or other person standing in loco parentis such as a grandparent or stepparent with whom the child lives, a person who is legally responsible for the child's welfare, or a legally appointed Education Decision Maker of a child participating in a Title I program.</p>
Section 3	<p><u>Guidelines</u></p> <p>Myrtle Avenue Elementary will involve parents and family in the development of the school plan and in the process of school review and improvement in the following ways through participation on the Parent and Family Member Advisory Council and other forms: initially through the PFO and then with</p>

	<p style="text-align: center;">POLICY NO. 919.2 TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY</p> <p>subsequent Title I parent meetings to review and revise the policy. All policies are posted on the District website, distributed to Title I parents, and available in all schools.</p> <ol style="list-style-type: none"> 1. Title I parents and family will participate in the development of the Title I Plan and will be part of the school review and school improvement (if applicable) procedures. 2. Title I parents and family will serve on the Parent and Family Advisory Council for the Title I Plan and the School Improvement Plan (if applicable). 3. Title I parents and family will plan, review, and update the School’s and District’s Title I Parent and Family Engagement policies. 4. Title I parents and family will jointly develop a School-Parent and Family Compact that outlines how parents and family, the entire school staff, and students will share in the responsibility for improved student achievement. 5. A yearly meeting will be held to provide Title I parents and family the opportunity for input into the planning, implementation, and evaluation of the Title I program. <p>Myrtle Avenue Elementary School will meet with parents and family members annually in the fall and spring by sending invitations to participating parents. Myrtle Avenue Elementary will hold an annual meeting with Title I parents and family in September to inform parents and family of the school’s participation in the Title I program and to explain the requirements of the program and their right to be involved. The following items will be discussed: Title I budget, Parent/ and Family Engagement Policies, overview of Title I (expectations and requirements), standards-based instruction and assessment, overview of the school’s curriculum, proficiency levels, multiple criteria for entrance into the program, monitoring student progress, how to work with teachers, parent and family resource center, school-home compact, and activities for home. The school accommodates meeting requests submitted to the school</p>	<p>ESEA Sec. 1118(d)</p> <p>ESEA Sec. 1118(c)(4)</p>
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TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL
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principal and scheduled at a mutually agreed upon time. Should additional meetings be held they will be held in the early evening, based on results from the parent survey, at the central office to accommodate all communities.

Parents and family will be invited by letter in their native/preferred language and additional contact as necessary. Myrtle Avenue Elementary will provide technical assistance and support to its Title I program in planning and implementing effective parent and family engagement activities. The school involves parents and family members in school review and improvement of the parent and family engagement program through an annual survey to Title I families, review and revision of the policy at fall and spring parent meetings, and feedback from the Title I Parent Advisory Council The school will:

1. Assist the Title I program in identifying clear and measurable goals for parent and family engagement.
2. Actively support staff and promote efforts that increase the level of parent and family engagement, such as Meet the Teacher, Curriculum Night, Parent-Teacher Conferences, Read across America week, Camp Read A Lot, and book fairs.
3. Provide parents/and family and staff information, materials, and training on required and effective parent and family engagement policies and practices. Provide to Title I program best practices, ideas, materials, new approaches, research, and other program information in order to improve their parental and family involvement programs.
4. Research and model effective parent and family engagement activities and practices.
5. Provide resource materials for parent and family meetings, workshops, and take home learning activities. Parent and family meetings, including parent and family conferences, will be held at different times during the day. The school will provide, if requested by parents and family, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in

ESEA Sec.
1118(e)(4)

ESEA Sec.
1111(h)(6)(B)(i)

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decisions related to the education of their children, and respond to any suggestions as soon as practically possible.

6. Provide parents and family of participating children with timely information about the Title I program. Parents and family will be invited to parent-teacher conferences and receive a Title I report card twice a year. Information can also be obtained through the Title I page of our website and from our Parent Resource Center, located in the Title I room at Myrtle Avenue Elementary. [The school informs parents and family members about the Title I program through an explanation at the fall Title I parent meeting and through a letter inviting participation.](#)
7. Assist Title I program with training and ideas on reaching hard-to-reach parents and family and parent and family involvement activities.
8. Collaborate with the PFO, Parent and Family Advisory Council, community agencies, and businesses to provide activities that build capacity for parents and family to assist learning and participate in school processes, such as parent and family workshops or family unity activities.
9. Participate in the organization Trying Together and other opportunities to collaborate with Head Start and PreK programs.

Myrtle Avenue Elementary will build the school's and parents' and families' capacity for involvement by offering programs to strengthen the school/family partnership by providing materials and training for school staff and parents and family. A School-Parent and Family Compact will be jointly developed and reviewed annually. The Compact outlines how parents and family, the entire school staff, and students will share in the responsibility for improved student achievement. The school will:

1. Educate school staff and parent and family in the value of contributions of parents and family and how to reach out to, communicate, with, and work with the parents

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and family as equal partners to implement and coordinate programs and to build ties between parents and family and the school through faculty meetings and professional development using training materials from the State Parent Advisory Council.

2. Provide staff development for teachers, families, administrators, staff and others on how to increase the level of quality of family engagement through PFO meetings and faculty meetings.
3. Provide training through meetings, resources, and conferences to parents and family in understanding topics such as the importance of challenging academic standards and how they can help their children meet them, monitoring their children's progress, and literacy skills that help parents and family work with their children. Training will include resources on the school district website, activities to do at home, and the parent and family resource center. Assistance will be provided to parents and family members to understand the academic standards, State and local academic assessments, and how to monitor their child's progress through a Parent Resource Center at each school, parent resources on the District website, presentations at curriculum nights, and Parent-Teacher Conferences.
4. Provide Information and, if needed, assistance to program and parents and family in understanding state academic content and performance standards, state and local assessments, requirements for Title I, and how the parents and family can assist in their child's education. The school explains the curriculum, State standards, and assessment at the fall Annual Parent meeting with the Assistant to the Superintendent for Student Achievement providing an overview of programs and assessments used. Assistance will be provided to parents and family members to understand the academic standards, State and local academic assessments, and how to monitor their child's progress through a Parent Resource Center at each school, parent resources on the District website,

	<p style="text-align: center;">POLICY NO. 919.2 TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY</p> <p style="text-align: center;">presentations at curriculum nights, and Parent-Teacher Conferences.</p> <ol style="list-style-type: none"> 5. Provide the school, to the extent feasible and appropriate, with information on how to work with business partners and/or community organization to learn about Title I to encourage school/family/community partnerships. The school will use parents to train staff on how to work with parents as equal partners through use of the State Parent Advisory Council (SPAC) skits. 6. Provide information to the school and parents and family on the district website under Parent Resource Center. 7. Ensure Title I parents and family with limited English proficiency, literacy difficulties, or other disabilities are given the same opportunities as other parents and family but these opportunities may be structured, adapted, or modified so that these parents and family may receive the same benefits and services as the other Title I parents and family. The school includes parents and family members of English Learners by offering translated materials. The school will ensure information is in a language parents can understand by collecting preferred languages of families and utilizing TransPerfect and translation features on the District website and Parent Square. 8. Coordinate Title I parent and family engagement activities, to the extent feasible and appropriate, with other programs by providing mutual parent and family engagement training and information through collaboration with the PFO. 9. Conduct an annual survey and follow-up meeting in the spring for Title I parents and family to evaluate the content and effectiveness of the Title I parent and family engagement plans, procedures, and policies and use the evaluation to identify successful engagement strategies, barriers to participation, and make recommendations for improving parent and family engagement. Barriers to participation of parents and family who are economically 	<p>ESEA Sec. 1118(a)(3)(C)</p>
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disadvantaged, disabled, have limited English proficiency, are limited in literacy skills, or are part of an ethnic minority background, will be identified to ensure greater parent/guardian participation in school activities. If necessary, after review of the findings of the evaluation, procedures will be revised.

10. The school coordinates with other federal, State and local programs include public preschool programs through a partnership with Head Start and Hi5! From the Allegheny Intermediate Unit to develop and implement a plan for kindergarten transition.

Myrtle Avenue Elementary will budget at least one (1) percent of its allocation for parent/guardian engagement materials and activities, if applicable. At least ninety-five (95) percent of the one (1) percent of the allocation for parent and family engagement at the District level will be used for school-based parent/guardian engagement activities.

Parents and family will have input into the funding for parent/guardian engagement through the District and school planning process. Title I funds may be used to pay for reasonable and necessary expenses associated with parent and family engagement activities, including transportation, childcare, or home visit expenses to enable parents/guardians to participate in school-related meetings and training sessions.

Previously Revised: December 12, 2017

References:

State Board of Education Regulations – 22 PA Code Sec. 403.1

Elementary and Secondary Education Act – ESEA Sec. 1111, 1118

	<p style="text-align: center;">POLICY NO. 919.2 TITLE I MYRTLE AVENUE ELEMENTARY SCHOOL PARENT AND FAMILY ENGAGEMENT POLICY</p> <p>Board Policy – 102</p>	
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