



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

BOARD OF SCHOOL DIRECTORS

**BUSINESS/LEGISLATIVE SESSION
TUESDAY, MARCH 15, 2022
7:00 PM**

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

Tuesday, March 15, 2022 – Business/Legislative

7:00 PM Meeting

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

Tuesday, April 12, 2022 – 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 15, 2022

Mrs. Theresa Lydon

BOARD ACTION REQUESTED

I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of February 8, 2022 and the Business/Legislative Minutes of February 15, 2022.

II. HEALTH AND SAFETY PLAN CHANGE

It is recommended that the Board update to the District's Health and Safety Plan to reflect the changes to the district mask requirements/guidelines table to accommodate the updated county/CDC reporting of transmission levels. *(see attached)*

FOR INFORMATION ONLY

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

PUPIL PERSONNEL REPORT

MARCH 15, 2022

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. ALLEGHENY INTERMEDIATE UNIT HEAD START LEASE AGREEMENT

It is recommended that the Board approve the Allegheny Intermediate Unit Head Start Program Lease Agreement with the Keystone Oaks School District at an amount of \$4,800.00, payable in 12 installments of \$400.00, effective September 1, 2022 through August 31, 2023.

For Information Only

The space rental is for a classroom at Dormont Elementary School.

II. ALLEGHENY INTERMEDIATE UNIT: NOTICE OF ADOPTION OF POLICIES, PROCEDURES & USE OF FUNDS FOR THE 2022/2023 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 2022/2023 school year in accordance with federal requirements of 34 CFR PART 300.

III. IDEA – PART B: USE OF FUNDS AGREEMENT 2022/2023

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, 2022 through June 30, 2023.

PERSONNEL REPORT

MARCH 15, 2022

Mrs. Theresa Lydon, Co-Chairperson
Mrs. Annie Shaw, Co-Chairperson

BOARD ACTION REQUESTED

I. APPOINTMENTS

1. Substitute Custodian

It is recommended that the Board approve the hiring of the following Substitute Custodian at a rate of \$11.50/hour:

<u>Name</u>	<u>Effective Date</u>
Kloudie Griffin	February 14, 2022

2. Food Service Workers

It is recommended that the Board approve the following individuals as Food Service Workers at a rate of \$10.28/hour:

<u>Name</u>	<u>Effective Date</u>
Kimberlee Lane	January 18, 2022
Vanessa Quinn	February 9, 2022

3. 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 2021/2022 school year:

<u>Activity</u>	<u>Position</u>	<u>Sponsor</u>	<u>Stipend</u>
Musical (HS)	Assistant	William Eibeck	\$6,960.00
Musical (HS)	Assistant	Edward Poellet	\$4,960.00
Musical (HS)	Assistant	Maria Dunlea	\$1,600.00
Musical (HS)	Assistant	Ellie Nicholas	\$1,600.00
Musical (HS)	Assistant	Emily Landis	\$1,000.00
Musical (HS)	Assistant	Jeffrey Knell	\$ 960.00
Musical (HS)	Assistant	Jordyn Schmid	\$ 960.00
Musical (HS)	Assistant	Laura Hanlon	\$ 960.00
Musical (HS)	Assistant	Britta Schneider	\$ 960.00
Musical (HS)	Assistant	Alexander Weibel	\$ 960.00

Musical (HS)	Assistant	William Rossetti	\$ 960.00
Musical (HS)	Assistant	Abigail Langhorst	\$ 960.00
Musical (HS)	Assistant	Stephen Flory	\$ 960.00

II. SABBATICAL LEAVE

It is recommended that the Board approve **Deborah Bucek**, fifth grade teacher, Dormont Elementary School, for a sabbatical leave for the 2022/2023 school year.

III. POST SEASON COACHING STIPENDS

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

<u>Sport</u>	<u>Coach</u>	<u>Stipend</u>
Wrestling	Brian Hutchin	\$200.00
	Steve McCormick	\$200.00
	Joseph Kazalas	\$200.00
Basketball (Girls)	Ron Muszybski	\$300.00
	Belma Nurkic	\$300.00
Swimming	Jeff DiGiacomo	\$100.00
	Rachael Ragen	\$100.00

FINANCE REPORT

MARCH 15, 2022

Mrs. Theresa Lydon, Chairperson

BOARD ACTION REQUESTED

I. ACCOUNTS PAYABLE APPROVAL LISTS THROUGH FEBRUARY 28, 2022

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

A. General Fund as of February 28, 2022 (Check No. 66376-66524)	\$877,778.64
B. Food Service Fund as of February 28, 2022 (Check No. 9624-9630)	\$49,415.35
C. Athletics as of February 28, 2022 (Check No. 3326-3329)	\$847.10
D. Capital Reserve as of February 28, 2022 (None)	\$0.00
TOTAL	\$928,041.09

II. 2022-2023 AIU PROGRAM OF SERVICES BUDGET – FINANCE DIVISION

The Administration recommends that the Board approve the proposed 2022/2023 Allegheny Intermediate Unit Program of Services Budget in the amount of \$2,243,173.00. The Allegheny County (AIU3) school districts' total contribution to the budget is \$1,809,390.00. The Keystone Oaks School District's contribution to the Program of Services Budget is estimated to be \$37,230.00 and will be determined by PDE according to District Aid Ratio and Weighted Average Daily Membership (WADM).

For Information Only

The estimated cost for the 2022/2023 school year is \$1,067.00 less to the District compared to the 2021/2022 school year.

III. 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. 02-22

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

2021 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED FEBRUARY 28, 2022.

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 2021 at a rate of 20.084 mills at face; and

WHEREAS, on February, 28, 2022, 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 **\$326,718.96** (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 **\$326,718.96** arising out of the collection of the 2021 tax duplicate in the amount of 20.084 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 15th day of March 2022.

ATTEST: Keystone Oaks School District

BY: _____
Joseph A. Kubiak, Director of Finance &
Human Resources

BY: _____
Theresa Lydon, President,
Board of School Directors

APPROVE as to legal form this 15th day of March 2022.

BY: _____
Maiello, Brungo & Maiello, LLP

**KEYSTONE OAKS SCHOOL DISTRICT - Dormont
RESOLUTION NO. 03-22**

THE RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE KEYSTONE OAKS SCHOOL DISTRICT EXONERATING THE TAX COLLECTOR OF THE **BOROUGH OF DORMONT**, NAMELY **JORDAN TAX SERVICE** FOR THE TAXABLE YEAR OF 2021 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED FEBRUARY 28, 2022.

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, *Jordan Tax Service* is the elected Tax Collector for the Borough of Dormont and has collected taxes for the year of 2021 at a rate of 20.084 mills at face; and

WHEREAS, on February 28, 2022, the said elected Tax Collector of the Borough of Dormont, *Jordan Tax Service*, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of **\$444,624.79** (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 *Jordan Tax Service* for taxes found to be delinquent and lien in the amount of **\$444,624.79** arising out of the collection of the 2021 tax duplicate in the amount of 20.084 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Dormont Tax Collector, *Jordan Tax Service*, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

ADOPTED this 15th day of March 2022.

ATTEST:

Keystone Oaks School District

BY: _____

Joseph A. Kubiak, Director of Finance &
Human Resources

BY: _____

Theresa Lydon, President,
Board of School Directors

APPROVE as to legal form this 15th day of March 2022.

BY: _____

Maiello, Brungo & Maiello, LLP

**KEYSTONE OAKS SCHOOL DISTRICT – Green Tree
RESOLUTION NO. 04-22**

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 2021 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED FEBRUARY 28, 2022.

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 2021 at a rate of 20.084 mills at face; and

WHEREAS, on February 28, 2022, 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 **\$236,827.98** (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 **\$236,827.98** arising out of the collection of the 2021 tax duplicate in the amount of 20.084 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 15th day of March 2022.

ATTEST:

Keystone Oaks School District

BY: _____
Joseph A. Kubiak, Director of Finance &
Human Resources

BY: _____
Theresa Lydon, President,
Board of School Directors

APPROVE as to legal form this 15th day of March 2022.

BY: _____
Maiello, Brungo & Maiello, LLP

FOR INFORMATION ONLY

I. EXPENDITURE/REVENUE 2021 – 2022 BUDGET to ACTUAL / PROJECTION

ACCT	DESCRIPTION	2021-2022 BUDGET TOTAL	2021-2022 8 MONTH FEBRUARY/ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 31,108,214	\$ 28,901,337	\$ (2,206,877)
7000	State Revenue Sources	\$ 11,886,363	\$ 7,119,976	\$ (4,766,387)
8000	Federal Revenue Sources	\$ 691,742	\$ 1,441,269	\$ 749,527
Total Revenue		\$ 43,686,319	\$ 37,462,582	\$ (6,223,737)
				(OVER) UNDER BUDGET
Expenditures				
100	Salaries	\$ 17,908,098	\$ 9,673,677	\$ 8,234,421
200	Benefits	\$ 11,215,351	\$ 5,665,658	\$ 5,549,693
300	Professional/Technical Services	\$ 1,805,796	\$ 1,031,498	\$ 774,298
400	Property Services	\$ 1,117,100	\$ 695,214	\$ 421,886
500	Other Services	\$ 5,855,294	\$ 3,091,170	\$ 2,764,124
600	Supplies/Books	\$ 1,469,483	\$ 933,113	\$ 536,370
700	Equipment/Property	\$ 420,929	\$ 453,626	\$ (32,697)
800	Other Objects	\$ 347,620	\$ 280,986	\$ 66,634
900	Other Financial Uses	\$ 3,958,000	\$ 2,641,000	\$ 1,317,000
Total Expenditures		\$ 44,097,671	\$ 24,465,942	\$ 19,631,729
Revenues exceeding Expenditures		\$ (411,352)	\$ 12,996,640	\$ 13,407,992
Other Financing Sources/(Uses)				
	Interfund Transfers In (Out)	\$ -	\$ -	\$ -

II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF FEBRUARY 28, 2022

Bank Account - Status	Middle / High School	Athletics
Cash Balance - 02/01/2022	\$ 110,829.78	\$ 23,085.85
Deposits	\$ 2,617.98	\$ 4,387.10
Subtotal	\$ 113,447.76	\$ 27,472.95
Expenditures	\$ 20.00	\$ 772.10
Cash Balance - 02/28/2022	\$ 113,427.76	\$ 26,700.85

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF FEBRUARY 28, 2022

	BALANCE
GENERAL FUND	
FNB BANK	\$ 1,766,426
PAYROLL (pass-thru account)	\$ 5,529
FNB SWEEP ACCOUNT	\$ -
ATHLETIC ACCOUNT	\$ 26,701
PLGIT	\$ 12,133,244
FNB MONEY MARKET	\$ 3,408,595
PSDLAF	\$ 162,304
INVEST PROGRAM	\$ 181,735
OTHER POST-EMPLOYMENT BENEFITS	\$ 1,989,185
COMPENSATED ABSENCES	\$ 431,112
	\$ 20,104,830
CAFETERIA FUND	
FNB BANK	\$ 182,710
PLGIT	\$ 527,655
	\$ 710,365
CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$ 41,361
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 801
	\$ 42,162
GRAND TOTAL	\$ 20,857,357

ACTIVITIES & ATHLETICS REPORT

MARCH 15, 2022

Mr. Thomas LaPorte, Chairperson

BOARD ACTION REQUESTED

I. ADVERTISE FOR ATHLETIC BIDS

It is recommended that the Board approve the advertisement of athletic bids for Winter and Spring Sports for the 2022/2023 school year.

II. LIFE OF THE PARTY PRODUCTIONS, LLC AGREEMENT

It is recommended that the Board approve the Agreement to provide entertainment services between Life of the Party Productions, LLC and the Keystone Oaks School District for services during the 2021/2022 Prom to be held at the Pittsburgh Zoo and PPG Aquarium.

For Information Only

Funds for the entertainment services will be paid through the Junior/Senior Class Sponsor Club.

III. COMPETITIVE EVENT

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

Girls Basketball – Varsity (Level II)

Greenville High School

March 8, 2022

Number of Students – 13

Activity Sponsor – Ron Muszynski

Total District Funds Requested - \$1,100.00

Odyssey of the Mind – State Competition (Level II)

Lock Haven University

April 2, 2022

Number of Students – 25

Activity Sponsor – Jessica Dobson

District Funds Requested for Students - \$6,250.00

District Funds Requested for Sponsor and Chaperones - \$2,323.96

Total Maximum District Funds Requested - \$8,573.96

Table 1: Keystone Oaks School District Mask Requirements/Guidelines

Resource: <https://www.cdc.gov/coronavirus/2019-ncov/more/aboutcovidcountycheck/index.html>

Level of Community Transmission	CDC Definition	District Mask Requirement
Low	<p>Total New Cases per 100,000 persons in the past 7 days: Fewer than 200</p> <p>New COVID-19 admissions per 100,000 population (7-day total): < 10.0</p> <p>Percent of staffed inpatient beds occupied by COVID-19 patients (7-day average): <10.0%</p> <p>*Based on data for Allegheny County</p>	<ul style="list-style-type: none"> ● Masks not required ● Masks are required in the following scenarios: <ul style="list-style-type: none"> ○ Students or staff who test positive for COVID-19 and return to school or work after 5 days of isolation must wear a mask at all times through Day 10. ○ Students or staff who are identified as an unvaccinated, close contact and return to school or work after 5 days of quarantine must wear a mask at all times through Day 10.
Moderate	<p>Total New Cases per 100,000 persons in the past 7 days: Less than 200</p> <p>New COVID-19 admissions per 100,000 population (7-day total): 10 to 19.9</p> <p>Percent of staffed inpatient beds occupied by COVID-19 patients (7-day average): 10.0 – 14.9%</p> <p><u>OR</u></p> <p>Total New Cases per 100,000 persons in the past 7 days: More than 200</p> <p>New COVID-19 admissions per 100,000 population (7-day total): <10</p> <p>Percent of staffed inpatient beds occupied by COVID-19 patients (7-day average): <10%</p> <p>*Based on data for Allegheny County</p>	<ul style="list-style-type: none"> ● Masks highly recommended for all students, employees, and visitors. ● Masks are required in the following scenarios <ul style="list-style-type: none"> ○ Students or staff who test positive for COVID-19 and return to school or work after 5 days of isolation must wear a mask at all times through Day 10. ○ Students or staff who are identified as an unvaccinated, close contact and return to school or work after 5 days of quarantine must wear a mask at all times through Day 10.
High	<p>Total New Cases per 100,000 persons in the past 7 days: Less than 200</p> <p>New COVID-19 admissions per 100,000 population (7-day total): ≥ 20.0%</p> <p>Percent of staffed inpatient beds occupied by COVID-19</p>	<ul style="list-style-type: none"> ● Masks required for all students, staff and visitors. ● Parents/guardians who “opt out” of wearing a mask will have to inform the District in writing and provide documentation from a licensed medical provider. ● Students may remove their masks while eating or drinking inside when physically distanced to the extent feasible, and during mask breaks, when outdoors, or participating

	<p>patients (7-day average): $\geq 15\%$</p> <p><u>OR</u></p> <p>Total New Cases per 100,000 persons in the past 7 days: More than 200</p> <p>New COVID-19 admissions per 100,000 population (7-day total): ≥ 10</p> <p>Percent of staffed inpatient beds occupied by COVID-19 patients (7-day average): $\geq 10\%$</p> <p>*Based on data for Allegheny County</p>	<p>in indoor sports and physical education classes.</p>
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