



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

**BOARD OF SCHOOL DIRECTORS**

**BUSINESS/LEGISLATIVE SESSION  
TUESDAY, SEPTEMBER 20, 2022  
7:00 PM**

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

**Tuesday, September 20, 2022 – Business/Legislative**

**7:00 PM Meeting**

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

**Tuesday, October 11, 2022 – Work Session  
(Location: Parkway West)**

**7:00 PM Meeting**

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

# BOARD PRESIDENT'S REPORT

SEPTEMBER 20, 2022

Mrs. Theresa Lydon

## BOARD ACTION REQUESTED

### I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of August 9, 2022 and the Business/Legislative Minutes of August 16, 2022.

### II. STUDENT AGREEMENT

It is recommended that the Board approve the Agreement between Student 102899 and the Keystone Oaks School District.

### III. HEALTH AND SAFETY PLAN CHANGE

It is recommended that the Board approve the update to the District's Health and Safety Plan to have water fountains turned on in all buildings.

#### For Information Only

The water will be tested in the water fountains prior to being made available for use.

### IV. VOTING OF PSBA OFFICERS

It is recommended that the Board approve the following candidates for the mentioned positions:

<b>President – Elect (one-year term)</b>	Michael Gossert
<b>Vice President (one-year term)</b>	Allison Mathis
<b>Central Zone Representative (three-year term)</b>	Julie Preston
<b>Section C1 Advisor (two-year term)</b>	Thomas Kerek
<b>Section E2 Advisor (two-year term)</b>	Karen Beck Pooley
<b>Section E4 Advisor (two-year term)</b>	Amy Goldman

## 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**

# SUPERINTENDENT'S REPORT

SEPTEMBER 20, 2022

Dr. William P. Stropkaj

## BOARD ACTION REQUESTED

### I. SECOND READING POLICY 237: ELECTRONIC DEVICES

It is recommended that the Board approve the SECOND READING of Policy 237: *Electronic Devices*.

### II. PROJECT SUCCEED CONTRACTS

It is recommended that the Board approve the following school districts for participation in Project Succeed for the 2022/2023 school year:

Baldwin-Whitehall School District  
Bethel Park School District  
Brentwood Borough School District  
Carlynton School District  
Chartiers Valley School District  
Moon Area School District  
Mt. Lebanon School District  
Quaker Valley School District  
South Fayette School District  
West Jefferson Hills School District

### III. AASA 2025 LEARNING NETWORK

It is recommended that the Board approve the continued participation with the AASA 2025 Learning Network of which the Western PA Learning 2025 Alliance is a part of for the 2022/2023 school year. Total cost for participation is \$7,700.00 in which \$3,850.00 is being paid for by The Grable Foundation.

#### For Information Only

Participation in the AASA 2025 Learning Network will provide Professional Development for Administrators during the 2022/2023 school year.

### IV. PROFESSIONAL DEVELOPMENT

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

<b>Dr. William P. Stropkaj</b>	AASA National Conference on Education	\$6,584.00 (total)
<b>Mr. Joseph A. Kubiak</b>	San Antonio, Texas February 16 – 18, 2023	

For Information Only

The Grable Foundation will be covering \$5,000.00 of the cost of the AASA National Conference on Education for Dr. Stropkaj and Mr. Kubiak. Total District funds requested is \$1,584.00.

# EDUCATION REPORT

SEPTEMBER 20, 2022

Mrs. Tamara Donahue, Chairperson

## **BOARD ACTION REQUESTED**

### **I. TITLE IIA NON-PUBLIC SCHOOL AGREEMENT BETWEEN KEYSTONE OAKS SCHOOL DISTRICT AND THE ALLEGHENY INTERMEDIATE UNIT**

It is recommended that the Board approve the agreement between Keystone Oaks School District and the Allegheny Intermediate Unit in the amount of \$6,605.70 for Title IIA Non-Public School Professional Development Services for the Diocese of Pittsburgh.

#### For Information Only

These funds are the required non-public shares of the District's allocation.

# **PUPIL PERSONNEL REPORT**

**SEPTEMBER 20, 2022**

**Dr. William P. Stropkaj**

## **BOARD ACTION REQUESTED**

### **I. ASSOCIATED OCCUPATIONAL THERAPISTS, INC. AGREEMENT**

It is recommended that the Board approve the School Services Agreement between Associated Occupational Therapists, Inc. and the Keystone Oaks School District to provide Occupation Therapy and Behavioral Services for the District through June 30, 2025.

### **II. HEALTH ETOOLS QUOTE AND AGREEMENT**

It is recommended that the Board approve the Software Service Agreement between Health eTools and the Keystone Oaks School District for a three (3) year contract.

#### **For Information Only**

Health eTools is the online management tool utilized by the school nurses to track immunizations. The total cost over the three (3) years is \$14,048.00 (\$4,683.00 per year). This is based on an estimated number of students and the price would only increase or decrease if more there was more than a 300 student change.



**PERSONNEL REPORT**  
**SEPTEMBER 20, 2022**

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

**BOARD ACTION REQUESTED**

**I. RETIREMENTS**

It is recommended that the Board accept the following retirements:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Years of Service</u>
Rebecca Kaminsky	PIMS/Child Accounting Clerk	December 31, 2022	17
Kathryn Sobocinski	Paraprofessional - Aiken	September 30, 2022	12

**II. RESIGNATIONS**

It is recommended that the Board accept the following resignations:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Shannon Check	Special Education Teacher – Myrtle	August 19, 2022
Alissa Walker	Food Service Worker	September 22, 2022

**III. APPOINTMENTS**

**1. Professional Employee**

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

**Amber Miller**  
Special Education – Myrtle  
Effective – October 10, 2022  
Salary - \$46,000.00 (B, Step 2) (pro-rated)

**2. Secretary**

In compliance with the *Keystone Oaks Educational Support Personnel Association 2018-2022*, it is recommended that the Board approve the employment of the following individual:

**Kelsey Marucci**  
Secretary – High School  
Effective – September 7, 2022  
Salary - \$35,287.82 (pro-rated)

**3. Paraprofessional**

In compliance with the *Keystone Oaks Educational Support Personnel Association 2018-2022*, it is recommended that the Board approve the employment of the following individual:

**Eve Cheslar**

Paraprofessional

Effective – September 6, 2022

Salary - \$13.84/hour (pro-rated)

**4. Cyber School Program**

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the Board approve the following individuals as Cyber School teachers for the 2022/2023 school year:

JiL Graham

Jennifer Hallam

Matthew Paradise

**5. Substitute School Counselor**

It is recommended that the Board approve the employment of the following individual:

**Erin Gilfoyle**

School Counselor – Dormont/Myrtle

Effective – August 24, 2022

Salary - \$125.00/per day

**6. Food Service Personnel**

It is recommended that the Board approve the employment of the following Food Service Personnel:

<u>Name</u>	<u>Effective Date</u>	<u>Salary</u>
<b>Arian Hallaway</b>	September 9, 2022	\$10.28/per hour
<b>Patricia Joseph</b>	August 2, 2022	\$10.75/per hour
<b>Nicole Paris</b>	August 24, 2022	\$10.28/per hour

For Information Only

This hiring requires the waiver of **Board Policy No. 803: Nepotism** by six (6) disinterested Board Members considering the critical staffing need of the position. The minutes of this meeting will reflect that this is a vote to over-ride the Nepotism Policy, and also that there were no other qualified/experienced candidates for the position in question.

## **7. 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 2022/2023 school year:

<b>Activity</b>	<b>Position</b>	<b>Sponsor</b>	<b>Stipend</b>
<b>Academic Team (HS)</b>		<b>OPEN</b>	<b>\$1,500.00</b>
<b>Allies (HS)</b>		<b>Rebekah Brooks</b>	<b>\$1,500.00</b>
<b>Art Club (Aiken)</b>		<b>JiL Graham</b>	<b>\$3,000.00*</b>
<b>Art Club (HS)</b>		<b>OPEN</b>	<b>\$1,500.00</b>
<b>Best Friends Club (HS)</b>		<b>Matthew Richert</b>	<b>\$1,500.00</b>
<b>Best Friends Club (MS)</b>		<b>Allyson Hepler</b>	<b>\$1,000.00</b>
		<b>Steve McCormick</b>	<b>\$1,000.00</b>
		<b>Liz Ruse</b>	<b>\$1,000.00</b>
<b>Best Friends Club (Myrtle)</b>		<b>Richelle Davis</b>	<b>\$1,000.00</b>
		<b>Daniel Galentine</b>	<b>\$1,000.00</b>
		<b>Zachary Whitfield</b>	<b>\$1,000.00</b>
<b>Environmental Club (HS)</b>		<b>Jennifer Bogdanski</b>	<b>\$1,500.00</b>
<b>Environmental Club (MS)</b>		<b>Carolyn Manko</b>	<b>\$3,000.00</b>
<b>FBLA</b>		<b>Josh Kirchner</b>	<b>\$3,000.00*</b>
<b>Football</b>	<b>Volunteer</b>	<b>Kevin Dobson</b>	
<b>French Club</b>		<b>Julie O'Mara</b>	<b>\$1,500.00</b>
<b>Intramurals (Aiken)</b>	<b>Head Instructor</b>	<b>Mike Shuck</b>	<b>\$3,000.00</b>
	<b>Assistant</b>	<b>Cailin Irvine</b>	<b>\$1,500.00</b>
<b>Intramurals (Dormont)</b>	<b>Head Instructor</b>	<b>Andrew Bell</b>	<b>\$3,000.00</b>
<b>Intramurals (Myrtle)</b>		<b>Kelly Diven</b>	<b>\$2,250.00</b>
		<b>Kristie Rosgone</b>	<b>\$2,250.00</b>
<b>Intramurals (MS)</b>		<b>Carolyn Manko</b>	<b>\$2,250.00</b>
		<b>Lisa McMahon</b>	<b>\$2,250.00</b>
<b>Junior/Senior Class</b>		<b>Lainey Resetar</b>	<b>\$1,500.00</b>

<b>Marching Band</b>		<b>William Eibeck</b>	\$8,500.00
<b>Math Club (HS)</b>		<b>Josh Kirchner</b>	\$3,000.00
<b>Medical Careers Club (HS)</b>		<b>Erin Rebish</b>	\$1,500.00
<b>Mileage Club (Aiken)</b>		<b>Jennifer Watenpool</b>	\$3,000.00
<b>Musical (Elementary)</b>	Director	<b>Robert Naser</b>	\$5,000.00
	Assistant	<b>Jennifer Harke</b>	\$2,500.00
<b>Musical (MS)</b>	Director	<b>Nicole Zalak</b>	\$5,000.00
<b>Musical (HS)</b>	Director	<b>Sonya Caceres</b>	\$8,500.00
<b>National Honor Society (HS)</b>		<b>Nancy Kraemer</b>	\$1,500.00
<b>Nature Club (Myrtle)</b>		<b>Daniel Galentine</b>	\$1,500.00
		<b>Zachary Whitfield</b>	\$1,500.00
<b>Odyssey of the Mind (District Wide)</b>		<b>Jessica Dobson</b>	\$5,000.00
<b>Pep Club (HS)</b>		<b>Melissa Bowers</b>	\$750.00
		<b>Lauryn Greggs</b>	\$750.00
<b>PJAS (HS)</b>		<b>OPEN</b>	\$1,500.00
<b>Robotics (HS)</b>		<b>Jeff Oestreich</b>	\$3,000.00*
<b>Science Club (HS)</b>		<b>Michelle McSwigan</b>	\$1,500.00
<b>Spanish Club (HS)</b>		<b>Lisa Forlini</b>	\$1,500.00
<b>Stage Crew (HS)</b>		<b>William Eibeck</b>	\$3,000.00*
<b>Strength Club (HS)</b>		<b>Nick Kamberis</b>	\$3,000.00
<b>Student Senate (HS)</b>		<b>Jennifer Bogdanski</b>	\$1,500.00
<b>Student Senate (MS)</b>		<b>Mark Kopper</b>	\$3,000.00
<b>Technology Club (HS)</b>		<b>Dennis Sarchet</b>	\$750.00
		<b>Craig Wetzel</b>	\$750.00
<b>Varieties</b>		<b>Nancy Kraemer</b>	\$3,000.00

<b>Yearbook (MS)</b>	<b>Amy Torcaso</b>	\$750.00
	<b>Gina Huss</b>	\$750.00
<b>Yearbook (HS)</b>	<b>Linda Celli</b>	\$1,500.00

For Information Only

As per the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, should the criteria dictate a change in Star status from the previous year, the previous Star status will be retained, but will be changed the following year if it has not reverted to its previous level. Those activities marked with an asterisk will receive a denotation in Star status for the 2023/2024 school year if they have not reverted to their previous level.

**FINANCE REPORT**  
**SEPTEMBER 20, 2022**

**Mrs. Theresa Lydon, Chairperson**

**BOARD ACTION REQUESTED**

**I. ACCOUNTS PAYABLE APPROVAL LISTS THROUGH AUGUST 31, 2022**

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

A. General Fund as of August 31, 2022 (Check No. 67499-67805)	\$918,923.45
B. Food Service Fund as of August 31, 2022 (Check No. 9666-9672)	\$4,774.83
C. Athletics as of August 31, 2022 (Check No. 3363-3372)	\$6,877.05
D. Capital Reserve as of August 31, 2022 (None)	\$0.00
<b>TOTAL</b>	<b>\$930,575.33</b>

**II. PALAMERICAN AGREEMENT**

It is recommended that the Board approve the agreement between PalAmerican and Keystone Oaks School District to provide security personnel services to the District through June 2025.

**FOR INFORMATION ONLY**

**I. EXPENDITURE/REVENUE 2022 – 2023 BUDGET to ACTUAL / PROJECTION**

<b>ACCT</b>	<b>DESCRIPTION</b>	<b>2022-2023 BUDGET TOTAL</b>	<b>2022-2023 2 MONTH AUGUST/ACTUAL</b>	<b>OVER (UNDER) BUDGET</b>
<b>Revenue</b>				
6000	Local Revenue Sources	\$ 32,605,235	\$ 9,468,966	\$ (23,136,270)
7000	State Revenue Sources	\$ 12,384,162	\$ 2,021,229	\$ (10,362,933)
8000	Federal Revenue Sources	\$ 3,179,907	\$ 205,114	\$ (2,974,793)
<b>Total Revenue</b>		<b>\$ 48,169,304</b>	<b>\$ 11,695,308</b>	<b>\$ (36,473,996)</b>

				<b>(OVER) UNDER BUDGET</b>
<b>Expenditures</b>				
100	Salaries	\$ 18,900,284	\$ 654,659	\$ 18,245,625
200	Benefits	\$ 12,181,398	\$ 849,853	\$ 11,331,545
300	Professional/Technical Services	\$ 2,074,087	\$ 72,831	\$ 2,001,256
400	Property Services	\$ 1,303,987	\$ 169,292	\$ 1,134,695
500	Other Services	\$ 5,494,138	\$ 308,957	\$ 5,185,181
600	Supplies/Books	\$ 1,664,642	\$ 506,522	\$ 1,158,120
700	Equipment/Property	\$ 463,355	\$ 367,253	\$ 96,102
800	Other Objects	\$ 225,450	\$ 21,186	\$ 204,264
900	Other Financial Uses	\$ 6,155,158	\$ -	\$ 6,155,158
<b>Total Expenditures</b>		<b>\$ 48,462,499</b>	<b>\$ 2,950,552</b>	<b>\$ 45,511,947</b>

**Revenues exceeding Expenditures** \$ (293,195) \$ 8,744,756 \$ 9,037,951

**Other Financing Sources/(Uses)**

Interfund Transfers In (Out) \$ - \$ - \$ -

**II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF AUGUST 31, 2022**

<b>Bank Account - Status</b>	<b>Middle / High School</b>	<b>Athletics</b>
Cash Balance - 08/01/2022	\$ 129,803.74	\$ 6,860.99
Deposits	\$ 290.09	\$ 7,018.02
Subtotal	\$ 130,093.83	\$ 13,879.01
Expenditures	\$ 89.95	\$ 4,615.10
Cash Balance - 08/31/2022	\$ 130,003.88	\$ 9,263.91

**III. BANK BALANCES**

**BANK BALANCES PER STATEMENT AS OF AUGUST 31, 2022**

	<b>BALANCE</b>
<b>GENERAL FUND</b>	
FNB BANK	\$ 9,340,141
PAYROLL (pass-thru account)	\$ 5,529
FNB SWEEP ACCOUNT	\$ -
ATHLETIC ACCOUNT	\$ 9,264
PLGIT	\$ 5,527,335
FNB MONEY MARKET	\$ 2,839,565
PSDLAF	\$ 162,869
INVEST PROGRAM	\$ 182,261
OTHER POST-EMPLOYMENT BENEFITS	\$ 1,997,713
COMPENSATED ABSENCES	\$ 432,960
	<u><u>\$ 20,497,637</u></u>
<b>CAFETERIA FUND</b>	
FNB BANK	\$ 16,400
PLGIT	\$ 1,337,804
	<u><u>\$ 1,354,205</u></u>
<b>CONSTRUCTION FUND / CAP RESERVE</b>	
FNB BANK	\$ 41,539
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 804
	<u><u>\$ 42,343</u></u>
<b>GRAND TOTAL</b>	<u><u>\$ 21,894,185</u></u>



# ACTIVITIES & ATHLETICS REPORT

SEPTEMBER 20, 2022

Mr. Thomas LaPorte, Chairperson

## BOARD ACTION REQUESTED

### I. EXTRA ACTIVITY WORKERS – 2022/2023 SCHOOL YEAR

It is recommended that the Board approve the following individuals as extra activity workers for the 2022/2023 school year:

Hunter Erny  
Michael Hustava

#### For Information Only

This hiring requires the waiver of **Board Policy No. 803: *Nepotism*** by six (6) disinterested Board Members considering the critical staffing need of the position. The minutes of this meeting will reflect that this is a vote to over-ride the Nepotism Policy, and also that there were no other qualified/experienced candidates for the position in question.

KEYSTONE OAKS SCHOOL DISTRICT

Policy No. 237

Section PUPILS

# Policy



Title ELECTRONIC DEVICES EDUCATIONAL USE OF STUDENT OWNED TECHNOLOGY DEVICES

# Guide

Adopted MARCH 15, 2016

Revised \_\_\_\_\_

<p>Section 1</p>	<p style="text-align: center;"><b>POLICY NO. 237</b> <b><del>EDUCATIONAL USE OF STUDENT OWNED TECHNOLOGY DEVICES</del> <u>ELECTRONIC DEVICES</u></b></p> <p><b><u>Purpose</u></b></p> <p>The Keystone Oaks School District supports and encourages the use of technology to aid in education and operational processes of the District. The Board recognizes the vast and unique resources that Internet access offers both students and staff. The Board acknowledges the enhancement that technology may provide to the learning process and further recognizes the virtually unlimited information available through the internet.</p> <p>The Board also recognizes the potential for misuse of the various technology resources available to students, faculty and staff. Nevertheless, it is the belief of the Board that the value of technology used and provided by students in the educational process outweighs the potential risk of misuse. The Board is, however, committed to a policy which seeks to discourage, minimize and avoid any misuse of both <u>District owned and student owned</u> <del>provided or any other technology</del> <u>electronic devices</u>.</p> <p><del>The purpose of this policy is to acknowledge that student owned technology devices, hereinafter referred to as "SOTDs," may offer value to both the student and teacher in a controlled and monitored environment and to set forth expectations for appropriate use of existing and emerging technologies which students may possess including, but not limited to, all devices</del></p>	
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**POLICY NO. 237**  
**~~EDUCATIONAL USE OF STUDENT OWNED TECHNOLOGY DEVICES~~ ELECTRONIC DEVICES**

~~that can take photographs; record audio or video data; store, transmit or receive messages, data, or images; or provide a wireless, unfiltered connection to the Internet.~~

~~Examples of these electronic devices include, but shall not be limited to, MP3 players, handheld game consoles, cellular phones, and smart phones such as iPhones, laptops or other student owned computers, as well as any new technology developed with similar capabilities of data storage or transmission.~~

The Board adopts this policy in order to support an educational environment that is orderly, safe and secure for district students and employees.

Electronic devices shall include all devices that can take photographs; record, play, or edit audio or video data; store, transmit or receive calls, messages, text, data or images; operate online applications; or provide a wireless, unfiltered connection to the Internet.

**Section 2**

**Authority**

In the event that a student is unsure whether the restrictions set forth in the Code of Conduct apply to a particular device, it is the student's responsibility to verify with the ~~appropriate classroom teacher or~~ appropriate classroom teacher or building administrator, who shall have the sole discretion to determine whether the device is subject to the Code of Conduct. The District is not liable for the loss, damage or misuse of an electronic device brought to school by a student as the student has the option, but is not required by the District, to bring ~~SOTDs~~ such a device to school.

The ~~Keystone Oaks School~~ District holds high expectations for student behavior, academic integrity and responsible use of existing and emerging technologies. Students who possess and/or use such devices at school or school-sponsored events must demonstrate the greatest respect for the educational environment and the rights and privacy of all individuals within the school community.

The District reserves the right to restrict student use of District-

SC 510

**POLICY NO. 237**  
**~~EDUCATIONAL USE OF STUDENT OWNED~~**  
**~~TECHNOLOGY DEVICES~~ ELECTRONIC DEVICES**

owned ~~technologies~~ and student-owned electronic devices ~~SOTDs~~ on school property or at school-sponsored events. Except to the extent expressly authorized by this policy, the Board prohibits the use of cell phones by students during the school day in district buildings; on district property; and during the time students are under the supervision of the District.

~~SOTDs are permitted, but not required by the District, for use during the school day for educational purposes and/or in approved locations only.~~

The District reserves the right to take appropriate action, which may, depending on the circumstances, include monitoring, inspecting, copying, or reviewing a district or student owned device ~~SOTD~~ or file(s) contained on a district or student-owned device ~~SOTD~~ when administration has a reasonable suspicion that a violation of District policy or applicable law has occurred, and the student and the student's person in parental relation ~~parents/guardians~~ agrees that the District shall have such rights and there is no expectation of privacy that would restrict the District's exercise of such rights.

~~If there is reasonable suspicion that a violation of District policy has taken place, the device will be confiscated and delivered to the building administrator. The building administrator shall alert the Superintendent of the situation if a search is requested. The Superintendent must authorize that a search of the device may proceed prior to the search taking place. Only a District administrator may search a SOTD.~~

~~If a SOTD is confiscated, parents/guardians must contact the building administrator to retrieve the confiscated device. After two (2) business days, if the device is not retrieved, the building administrator shall turn over the device to the School Resource Officer. Parents/Guardians must then contact the School Resource Officer to retrieve the device.~~

**Section 3**

**Delegation of Responsibility**

The Superintendent or designee shall annually notify students, person(s) in parental relation ~~arents/guardians~~ and staff about this

**POLICY NO. 237**  
**~~EDUCATIONAL USE OF STUDENT OWNED~~**  
**~~TECHNOLOGY DEVICES~~ ELECTRONIC DEVICES**

policy by publishing a notice about this policy in student handbooks and by other efficient methods, including posting the policy on the District's website. Exceptions to the prohibitions set forth in this policy may be made for health, safety or emergency reasons with prior approval of the building principal or designee.

All District students and person(s) in parental relation shall review this policy and associated technology procedures before students use any school and/or personally owned devices. The student and a person in parental relation shall sign a form indicating their receipt and understanding of the student responsibilities set forth in this policy.

**Section 4**

**Guidelines**

1. Violations of this policy by a student shall result in disciplinary action, including but not limited to confiscation of the device, banning of the student from using the personal electronic device in school or criminal prosecution if applicable.

The confiscated item shall not be returned until a conference has been held with a person in parental relation and a building administrator.

~~1.2. The Keystone Oaks School District teachers and administrators retain full oversight in their buildings and classrooms regarding appropriate, necessary, and/or permissible use of electronic devices the SOTD. Within the classroom setting the teacher has full discretion as to if and how a device may be used by students.~~

~~2.3. During school hours, all Cell phones devices are to be turned off and out of sight during school hours kept in silent or vibrate mode.~~

~~3.4. All related School Board policies shall continue to apply in full force, including Policy 862 and Policy 262, Internet/E-Mail Use by Students.~~

Pol. 218, 226, 233

**POLICY NO. 237**

**~~EDUCATIONAL USE OF STUDENT OWNED TECHNOLOGY DEVICES~~ ELECTRONIC DEVICES**

~~4.5.~~ Access is a privilege, not a right. Students have the option, but are not required by the District, to bring ~~their~~ his/her electronic device ~~SOTD~~ to school. If a student exercises the option to bring their electronic device ~~SOTD~~ to school, the student and the student's person(s) in parental relation ~~arents/guardians~~ understand that there is a limited expectation of privacy with regard to the student owned device ~~SOTD~~ and its content while on school premises. ~~Violations of this policy by a student may result in disciplinary action, including but not limited to, confiscation of the electronic device, banning of the student from using personal electronic devices in school, or criminal prosecution if applicable.~~ When in school, students using their own devices must be logged-in using their assigned district Google credentials.

6. Appropriate use of electronic devices including headphones, both wired and wireless, other than cell phones, shall include any use of such devices for educational purposes, such as educational research, which is specifically authorized by a classroom teacher with approval from the building administration. Educational purposes include classroom activities, career development, and communication with experts, homework, and limited high quality self-discovery activities. Students are expected to act responsibly and thoughtfully when using technology resources. Students bear the burden of responsibility to inquire with school administrators and/or teachers when they are unsure of the permissibility of a particular use of technology prior to engaging in their use.

7. Reasonable use of electronic devices is permitted on district buses and other district transportation vehicles, provided that the use of said device does not disrupt or distract other students, passengers or the operator of the vehicle and does not pose a risk to the safe and orderly operation of the vehicle.

~~5.8.~~ Any use of electronic devices that leads to the disruption of the instructional/educational processes and/or violates

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the rights of others is a violation of the Code of Conduct. Use of an electronic device ~~his/her SOTD~~ to access, store or transmit inappropriate content or engage in any form of bullying or harassment is grounds for immediate ~~SOTD~~ confiscation by District staff, building principal and/or building security.

~~1. Use of SOTDs shall always be in support of educational goals as identified by each teacher for their specific learning environment and classroom management style.~~

9. The use of ANY electronic devices in restrooms, locker rooms, health suites or changing areas is strictly prohibited.

10. The use of an electronic device to take, store, disseminate, transfer, view or share any obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or other means, including but not limited to texting and emailing, is strictly prohibited. Because such violations may constitute a crime under state and/or federal law, the district may report such conduct to state and/or federal law enforcement agencies

~~6.11.~~ The ~~Keystone Oaks School~~ District infrastructure is first and foremost provided and maintained for primary benefit of and access by District-owned technology equipment. The District reserves the right to control, monitor, log and restrict in size or content all network use, e-mail, chat conversations and space available on District workstations, laptops, or servers.

~~7.12.~~ Network bandwidth and access is finite and where a decision must be made between student use of technology and reliable use of District computers, District computing equipment will be given first priority.

~~8. All District students and parents/guardians shall review this policy and associated technology procedures before students use any school and/or personally owned devices~~

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~~and the student and parent/guardian shall sign a form indicating their receipt and understanding of the student responsibilities set forth in this policy.~~

~~9.~~13. Students shall not use ~~cellular phones or other~~ electronic devices in any way that may cause a teacher or staff member to question whether the student may be cheating on tests or academic work or violating copyright policy.

~~10. The Keystone Oaks School District, its teachers, or other personnel are not responsible for physical loss, data loss or corruption, theft, or damage to an SOTD.~~

~~11. Student technology support provided for SOTDs will be limited to self help documents posted on the District Intranet or wiki site.~~

~~12.~~14. Many electronic devices~~SOTDs~~ contain camera or motion picture recording technology – electronic devices~~SOTDs~~ are not to be used to capture pictures or motion recording of other students, teachers, administrators or other individuals without that person's permission. The distribution of any unauthorized media may result in discipline, including but not limited to, suspension, criminal charges, and expulsion.

~~13. Taking photos or video is strictly forbidden AT ALL TIMES in restrooms and locker rooms.~~

~~14.~~15. The use of student-owned electronic devices ~~SOTDs~~ is forbidden during assemblies and detention.

~~15.~~16. During fire or other emergency drills or during actual emergencies students should not make phone calls unless absolutely necessary. If a student needs to reach someone, text or email messages are permitted.

~~2. Devices that are not permitted as an approved SOTD shall be identified as an unacceptable device in the District's Administrative Procedures and Guidelines in compliance with this policy.~~



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17. If a person in parental relation needs to contact their student, they must do so by contacting the building secretary.

**Exceptions**

In addition to the types of use expressly permitted by this policy, the building administrator may grant approval for possession and use of an electronic device by a student for the following reasons:

1. Health, safety or emergency reasons.
2. An Individualized Education Program (IEP) or Section 504 Service Agreement.
3. Other reasons determined appropriate by the building administrator.

The building administrator may also grant approval for possession and use of a telephone paging device/beeper by a student for the following reasons:

1. Student is a member of a volunteer fire company, ambulance or rescue squad.
2. Student has a need due to the medical condition of an immediate family member.
3. Other reasons determined appropriate by the building administrator.

**References:**

School Code – 24 P.S. Sec. 510

Title 18 (Crimes and Offenses) – 18 Pa. C.S.A. Sec. 5903~~701~~ et seq.

Pol. 103.1, 113

	<p style="text-align: center;"><b>POLICY NO. 237</b> <b><del>EDUCATIONAL USE OF STUDENT OWNED</del></b> <b><del>TECHNOLOGY DEVICES</del> <u>ELECTRONIC DEVICES</u></b></p> <p>Board Policy – <a href="#">103.1</a>, <a href="#">113</a>, 218, <a href="#">226</a>, 233, 256, <del>257</del></p>	
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