

# BOARD OF SCHOOL DIRECTORS

**BUSINESS/LEGISLATIVE  
TUESDAY, APRIL 19, 2022  
7:00 PM**

## *MINUTES*

### Call to Order

President Theresa Lydon called the meeting to order at 7:02 p.m.

### Pledge

The meeting opened with the pledge to the flag.

### Attendance

Those present included: Mrs. Donahue, Ms. Evans, Mr. Hill, Mr. LaPorte, Ms. Lindsey, Mrs. Lydon, Mr. Raso, Mrs. Shaw and Ms. Snyder. Also present were Dr. William P. Stropkaj, Superintendent; Mr. Joseph A. Kubiak, Director of Finance and Human Resources/Board Secretary; Mr. Michael Brungo, Solicitor and Mrs. Maureen S. Myers, Assistant Board Secretary/Recording Secretary were present.

### Recognitions

**Students who attend Parkway West CTC (SkillsUSA Recognition), FBLA State Qualifiers, Ms. Rebecca Hritz (CMU Physics Teachers Program), Emily Brill (Teach of the year by PA Association of Family and Consumer Sciences), Aaron Colf and Rachael Ragen (Transford Ed Fellowship Program) were all recognized by Dr. Stropkaj and the Board for their accomplishments during the 2021/2022 School Year.**

### Board President's Report

**BOARD PRESIDENT'S REPORT – Mrs. Theresa Lydon**

### Board Minutes

**BOARD MINUTES**

On the motion of Mrs. Shaw, seconded by Mr. LaPorte, the Board approved the Work Session Minutes of March 8, 2022 and the Business/Legislative Minutes of March 15, 2022.

*Motion carried 9-0*

### 2022/2023 Board Mtg. Dates

**2022/2023 BOARD MEETING DATES**

On the motion of Mrs. Donahue, seconded by Ms. Snyder, the Board approved the 2022/2023 Board Meeting dates as listed below through the month of June, 2023:

**August 9, 2022**

**Work Session**

**August 16, 2022**

**Business/Legislative Meeting**

**September 13, 2022**

**Work Session**

**September 20, 2022**

**Business/Legislative Meeting**

**October 11, 2022**

**Work Session (Location: Parkway West)**

**October 18, 2022**

**Business/Legislative Meeting**

November 8, 2022 November 15, 2022	Work Session Business/Legislative Meeting
December 6, 2022 December 13, 2022	Reorganization/Work Session Business/Legislative Meeting
January 10, 2023 January 17, 2023	Work Session Business/Legislative Meeting
February 14, 2023 February 21, 2023	Work Session Business/Legislative Meeting
March 14, 2023 March 21, 2023	Work Session Business/Legislative Meeting
April 11, 2023 April 18, 2023	Work Session Business/Legislative Meeting
May 9, 2023 May 23, 2023	Work Session Business/Legislative Meeting
June 13, 2023 June 20, 2023	Work Session Business/Legislative Meeting

*Motion carried 9-0*

**For Info. Only**

**FOR INFORMATION ONLY**

Kennywood Day for the Keystone Oaks School District is Wednesday, June 22, 2022.

**For Information Only**

**FOR INFORMATION ONLY**

- Parkway West Career and Technology Center Report *Mrs. Annie Shaw*
  - Mrs. Shaw reported on various items in regard to Parkway and the accomplishments of many of the students from Keystone Oaks.
  - The annual summer camp registration has opened for Parway.
- SHASDA Report *Mr. Santo Raso*
  - Student Recognition Breakfast will be taking place on Saturday, April 23.
- PSBA/Legislative Report *Mrs. Theresa Lydon*
- News from the Boroughs
  - Castle Shannon – Stream clean up begins this weekend

**Executive Session**

**EXECUTIVE SESSION** – There was no Executive Session held prior to this evenings Business/Legislative Meeting.

**Superintendent’s Report**

**SUPERINTENDENT REPORT – Dr. William P. Stropkaj**

**Dual Credit Agreement**

**DUAL CREDIT AGREEMENT – SETON HILL UNIVERSITY**

On the motion of Mr. Hill, seconded by Mrs. Shaw, the Board approved the Dual Credit Agreement between Seton Hill University and Keystone Oaks High School for the 2022/2023 school year.

For Information Only

Under the terms of this agreement, students will have the opportunity to begin taking college-level course work while completing their high school course work.

*Motion carried 9-0*

**Policy 805.2**

**FIRST AND SECOND READING POLICY 805.2: SCHOOL SECURITY PERSONNEL**

On the motion of Mrs. Shaw, seconded by Mr. LaPorte, the Board approved the FIRST and SECOND READING of Policy 805.2: *School Security Personnel*.

*Motion carried 9-0*

**Policy 000**

**FIRST READING POLICY 000: BOARD POLICY/PROCEDURE/ADMINISTRATIVE REGULATIONS**

On the motion of Mrs. Shaw, seconded by Ms. Evans, the Board approved the FIRST READING of Policy 000: *Board Policy/Procedure/Administrative Regulations*.

*Motion carried 9-0*

**Policy 002**

**FIRST READING POLICY 002: AUTHORITY AND POWER**

On the motion of Mrs. Shaw, seconded by Ms. Evans, the FIRST READING of Policy 002: *Authority and Powers*.

*Motion carried 9-0*

**Policy 004**

**FIRST READING POLICY 004: MEMBERSHIP**

On the motion of Mrs. Shaw, seconded by Ms. Evans, the FIRST READING of Policy 004: *Membership*.

*Motion carried 9-0*

**Policy 007**

**FIRST READING POLICY 007: POLICY MANUAL ACCESS**

On the motion of Mrs. Shaw, seconded by Ms. Evans, the FIRST READING of Policy 007: *Policy Manual Access*.

*Motion carried 9-0*

PD

**PROFESSIONAL DEVELOPMENT**

On the motion of Ms. Evans, seconded by Ms. Lindsey, the Board approved the following Professional Development request:

<b>Meghan Disher</b>	PA Speech Language Hearing Association Conference Sheraton Pittsburgh – Station Square Pittsburgh, PA April 7 – 8, 2022	\$335.00
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*Motion carried 9-0*

Education Report

**EDUCATION REPORT – Mrs. Tamara Donahue**

Textbook on Display

**TEXTBOOK ON DISPLAY**

On the motion of Ms. Lindsey, seconded by Ms. Snyder, the Board approved the following textbook to be placed on display for 30 days:

<u>Textbook</u>	<u>Publisher</u>
<i>Entre Cultures 1</i>	Wayside Publishing

*Motion carried 9-0*

Summer Academy Program

**SUMMER ACADEMY PROGRAM**

On the motion of Ms. Evans, seconded by Mrs. Shaw, the Board approved the following Summer Academy Program: Middle School Math Acceleration, at an approximate cost of \$1,500.00.

*Motion carried 9-0*

AIU MOU

**ALLEGHENY INTERMEDIATE UNIT MEMORANDUM OF UNDERSTANDING**

On the motion of Ms. Lindsey, seconded by Ms. Evans, the Board approved 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.

*Motion carried 9-0*

Personnel Report

**PERSONNEL REPORT – Mrs. Theresa Lydon & Mrs. Annie Shaw**

Resignation

**RESIGNATION**

On the motion of Mrs. Shaw, seconded by Mr. LaPorte, the Board accepted the following resignation:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Kaitlyn Beaver	Teacher – Music K-5 and Strings	June 10, 2022

*Motion carried 9-0*

**Appointments**

**APPOINTMENTS**

**1. Food Service Workers**

On the motion of Mrs. Shaw, seconded by Mrs. Donahue, the Board approved the following individuals as Food Service Workers at a rate of \$10.28/hour:

<u>Name</u>	<u>Effective Date</u>
Dolores Colaizzi	April 11, 2022
Monique Nowacki	March 7, 2022
Stacy Palmer	April 4, 2022

*Motion carried 9-0*

**2. Approval of Activity Sponsor and Stipends**

On the motion of Mrs. Shaw, seconded by Ms. Lindsey, in compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, the Board approved the following individuals for the 2021/2022 school year:

<u>Activity</u>	<u>Position</u>	<u>Sponsor</u>	<u>Stipend</u>
<b>Musical (HS)</b>	Assistant	<b>Craig Wetzel</b>	\$3,100.00
	Assistant	<b>William Garcia Hernandez</b>	\$640.00
	Assistant	<b>Lauren Rigby</b>	\$640.00
	Assistant	<b>Travis Rigby</b>	\$640.00
	Assistant	<b>James Overly</b>	\$75.00
<b>Softball (V)</b>	Assistant	<b>Jenna Ross</b>	\$2,500.00
<b>Softball (MS)</b>	Assistant	<b>Gina Huss</b>	\$1,000.00
<b>Track (V)</b>	Assistant	<b>Lauryn Greggs</b>	\$3,333.00
	Volunteer	<b>Christian Friday</b>	

*Motion carried 9-0*

**3. Change in Activity Stipends**

On the motion of Mrs. Shaw, seconded by Mr. LaPorte, in compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, the Board approved a change in stipend amount for the following individuals for the 2021/2022 school year:

<u>Activity</u>	<u>Position</u>	<u>Sponsor</u>	<u>Stipend</u>
<b>Musical (HS)</b>	Assistant	<b>William Eibeck</b>	\$6,000.00
	Assistant	<b>Edward Poellot</b>	\$4,000.00
	Assistant	<b>Jeffrey Knell</b>	\$640.00
	Assistant	<b>Jordyn Schmid</b>	\$640.00
	Assistant	<b>Laura Hanlon</b>	\$640.00
	Assistant	<b>Britta Schneider</b>	\$640.00
	Assistant	<b>Alexander Weibel</b>	\$640.00
	Assistant	<b>William Rossetti</b>	\$640.00
	Assistant	<b>Abigail Langhorst</b>	\$640.00
	Assistant	<b>Stephen Flory</b>	\$640.00
	Assistant	<b>Emily Landis</b>	\$250.00

For Information Only

The Musical (HS) stipends were approved at the March 15, 2022 Business/Legislative Meeting but due to staffing responsibilities, stipend amounts were adjusted.

*Motion carried 9-0*

**4. Approval of Activity Sponsor**

On the motion of Mrs. Shaw, seconded by Mr. LaPorte, in compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, the Board approved the following individual for the 2022/2023 school year:

<u>Activity</u>	<u>Position</u>	<u>Sponsor</u>
<b>Football (V)</b>	Head Coach	<b>Steve McCormick</b>

*Motion carried 9-0*

Family & Medical Leave

**FAMILY AND MEDICAL LEAVE**

On the motion of Mrs. Shaw, seconded by Ms. Evans, the Board approved the following individuals for Family and Medical Leave:

Employee #2142 – April 19 through June 10, 2022

Employee #4389 – April 11 through June 10, 2022

Motion carried 9-0

Finance Report  
Audited Financial  
Statements

**FINANCE REPORT – Mrs. Theresa Lydon**

**AUDITED FINANCIAL STATEMENTS**

On the motion of Ms. Lindsey, seconded by Mr. Hill, the Board accepted the Audited Financial Statements as of June 30, 2021 as presented.

- A discussion was had regarding the Audited Financial Statements.

Motion carried 9-0

Accounts Payable

**ACCOUNTS PAYABLE APPROVAL LISTS THROUGH MARCH 31, 2022**

On the motion of Ms. Evans, seconded by Mr. LaPorte, the Board approved the following Accounts Payable lists as presented in the *Finance Package*:

A. General Fund as of March 31, 2022 (Check No. 66525-66759)	\$2,623,107.85
B. Food Service Fund as of March 31, 2022 (Check No. 9631-9636)	\$15,454.86
C. Athletics as of March 31, 2022 (Check No. 3330-3339)	\$8,810.41
D. Capital Reserve as of March 31, 2022 (None)	\$0.00
<b>TOTAL</b>	<b>\$2,647,373.12</b>

Motion carried 9-0

**FOR INFORMATION ONLY**

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

<b>ACCT</b>	<b>DESCRIPTION</b>	<b>2021-2022 BUDGET TOTAL</b>	<b>2021-2022 9 MONTH MARCH/ACTUAL</b>	<b>OVER (UNDER) BUDGET</b>
<b>Revenue</b>				
6000	Local Revenue Sources	\$ 31,108,214	\$ 29,833,191	\$ (1,275,023)
7000	State Revenue Sources	\$ 11,886,363	\$ 8,264,319	\$ (3,622,044)
8000	Federal Revenue Sources	\$ 691,742	\$ 1,519,815	\$ 828,073
<b>Total Revenue</b>		<b>\$ 43,686,319</b>	<b>\$ 39,617,325</b>	<b>\$ (4,068,994)</b>
<b>Expenditures</b>				
100	Salaries	\$ 17,908,098	\$ 11,003,315	\$ 6,904,783
200	Benefits	\$ 11,215,351	\$ 6,788,110	\$ 4,427,241
300	Professional/Technical Services	\$ 1,805,796	\$ 1,350,129	\$ 455,667
400	Property Services	\$ 1,117,100	\$ 843,343	\$ 273,757
500	Other Services	\$ 5,855,294	\$ 3,702,096	\$ 2,153,198
600	Supplies/Books	\$ 1,469,483	\$ 1,009,147	\$ 460,336
700	Equipment/Property	\$ 420,929	\$ 453,626	\$ (32,697)
800	Other Objects	\$ 347,620	\$ 380,970	\$ (33,350)
900	Other Financial Uses	\$ 3,958,000	\$ 3,944,350	\$ 13,650
<b>Total Expenditures</b>		<b>\$ 44,097,671</b>	<b>\$ 29,475,085</b>	<b>\$ 14,622,586</b>
<b>Revenues exceeding Expenditures</b>		<b>\$ (411,352)</b>	<b>\$ 10,142,240</b>	<b>\$ 10,553,592</b>
<b>Other Financing Sources/(Uses)</b>				
	Interfund Transfers In (Out)	\$ -	\$ -	\$ -



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

<b>Bank Account - Status</b>	<b>Middle / High School</b>	<b>Athletics</b>
Cash Balance - 03/01/2022	\$ 113,427.76	\$ 26,700.85
Deposits	\$ 3,292.24	\$ 2,202.47
Subtotal	\$ 116,720.00	\$ 28,903.32
Expenditures	\$ -	\$ 5,705.41
Cash Balance - 03/31/2022	\$ 116,720.00	\$ 23,197.91

**III. BANK BALANCES**

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

	<b>BALANCE</b>
<b>GENERAL FUND</b>	
FNB BANK	\$ 1,934,096
PAYROLL (pass-thru account)	\$ 5,529
FNB SWEEP ACCOUNT	\$ -
ATHLETIC ACCOUNT	\$ 23,198
PLGIT	\$ 10,358,472
FNB MONEY MARKET	\$ 583,798
PSDLAF	\$ 162,309
INVEST PROGRAM	\$ 181,737
OTHER POST-EMPLOYMENT BENEFITS	\$ 1,989,405
COMPENSATED ABSENCES	\$ 431,159
	<b><u>\$ 15,669,704</u></b>
 <b>CAFETERIA FUND</b>	
FNB BANK	\$ 146,087
PLGIT	\$ 621,781
	<b><u>\$ 767,867</u></b>
 <b>CONSTRUCTION FUND / CAP RESERVE</b>	
FNB BANK	\$ 41,366
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 801
	<b><u>\$ 42,167</u></b>
 <b>GRAND TOTAL</b>	 <b><u>\$ 16,479,738</u></b>

**Activities & Athletics  
Report**

**ACTIVITIES & ATHLETICS REPORT – Mr. Thomas LaPorte**

**Athletic Bids - Fall**

**ATHLETIC BIDS – FALL**

On the motion of Ms. Lindsey, seconded by Ms. Snyder, the Board approved the **Fall Athletic Bids** for the 2022/2023 school year in the amount of \$69,969.58 to the following companies:

**Century Sports**                      \$63,746.82

**Pyramid School Products**      \$642.76

**The Fitness Doctor**                \$4,350.00

**US Logo Service LLC**                \$1,230.00

*Motion carried 9-0*

**Buildings, Grounds &  
Transportation Report**

**BUILDINGS, GROUNDS & TRANSPORTATION REPORT – Mr. Santo Raso**

**Kubota Tractor  
Purchase**

**KUBOTA TRACTOR PURCHASE**

On the motion of Mr. Raso, seconded by Mrs. Shaw, the Board approved the purchase of a Kubota Tractor Model LX2610 from Golden Eagle Equipment at a cost not to exceed \$29,904.18.

*Motion carried 9-0*

**Rooftop Units – MS**

**ROOFTOP UNITS – MIDDLE SCHOOL**

On the motion of Mrs. Donahue, seconded by Mr. LaPorte, the Board approved the advertisement of bids for Middle School Rooftop Units.

*Motion carried 9-0*

**Roof – HS and MS**

**ROOF – HIGH SCHOOL AND MIDDLE SCHOOL**

On the motion of Ms. Evans, seconded by Ms. Snyder, the Board approved the advertisement of bids for the replacement of the High School and Middle School Roof.

*Motion carried 9-0*

**Adjournment**

**ADJOURNMENT**

On the motion of Ms. Lindsey, seconded by Mr. LaPorte, the meeting was adjourned at 7:34 p.m.

*Motion passed 9-0*

Respectfully submitted,

Joseph A. Kubiak  
Board Secretary

Maureen S. Myers  
Assistant Board Secretary

# Policy Guide



Policy No. 805.2

Section OPERATIONS

Title SCHOOL SECURITY PERSONNEL

Adopted DECEMBER 10, 2019

Last Revised \_\_\_\_\_

<b>POLICY NO. 805.2 SCHOOL SECURITY PERSONNEL</b>	
<b>Section 1</b>	<p><b><u>Authority</u></b></p> <p>The Board <del>may</del><b>shall</b> employ, contract for and/or assign staff to coordinate the safety and security of district students, staff, visitors and facilities.</p>
<b>Section 2</b>	<p><b><u>Definitions</u></b></p> <p><b>School security personnel</b> – school police officers, school resource officers and school security guards. SC 1301-C</p> <p><b>Independent contractor</b> – an individual, including a retired federal agent or retired state, municipal or military police officer or retired sheriff or deputy sheriff, whose responsibilities, including work hours, are established in a written contract with the District for the purpose of performing school security services. SC 1301-C</p> <p><b>Third-party vendor</b> – a company or entity approved by the Office for Safe Schools of the PA Department of Education or the PA Commission on Crime and Delinquency that provides school security services in accordance with law. SC 1301-C</p> <p><del><b>School Resource Officer (SRO)</b>—a law enforcement officer commissioned and employed by a law enforcement agency whose duty station is located in the District and whose stationing is established by an agreement between the law enforcement agency and the District. The term includes an active certified sheriff or deputy sheriff whose stationing in the District is established by a written agreement between the county, the</del> SC-1301-C</p>

<b>POLICY NO. 805.2 SCHOOL SECURITY PERSONNEL</b>		
	<del>sheriff's office and the District.</del>	
	<del><b>School police officer</b>—a law enforcement officer employed by the District whose responsibilities, including work hours, are established by the District or an independent contractor or an individual provided through a third party vendor who has been appointed in accordance with law, and who meets the requirements of contracted services personnel, in accordance with Board policy.</del>	<del>SC 1301-C, 1310-C, 1311-C Pol. 818</del>
	<del><b>School security guard</b>—an individual employed by the District or a third party vendor or an independent contractor who is assigned to a school for routine safety and security duties, and has not been granted powers by the court to issue citations or detain individuals in accordance with law. An independent contractor or individual employed by a third party vendor contracted with the District shall meet the requirements of contracted services personnel, in accordance with Board policy, and the provisions of applicable law.</del>	<del>SC 1301-C, 1311-C, 1314-C Pol. 818</del>
<b>Section 3</b>	<b><u>Delegation of Responsibility</u></b>	
	The Superintendent shall appoint a school administrator to serve as the School Safety and Security Coordinator, in accordance with law.	SC 1309-B
	The School Safety and Security Coordinator shall report directly to the Superintendent, and shall be responsible to:	SC 1309-B
	<ol style="list-style-type: none"> <li>1. Oversee all school police officers, School Resource Officers (SROs), school security guards.</li> <li>2. Review and provide oversight of all Board policies, administrative regulations and procedures related to school safety and security, and ensure compliance with federal and state laws and regulations regarding school safety and security.</li> </ol>	
	The School Safety and Security Coordinator or designee shall be responsible for the following:	SC 1309-B
	<ol style="list-style-type: none"> <li>1. Coordinate training and resources for students and staff related to situational awareness, trauma-informed</li> </ol>	Pol. 146, 227, 236, 256, 805, 809, 851

**POLICY NO. 805.2  
SCHOOL SECURITY PERSONNEL**

approaches, behavioral health awareness, suicide and bullying, substance abuse, and emergency procedures and training drills, including fire, natural disaster, active shooter, hostage situation and bomb threat.

2. Coordinate a tour of the District's buildings and grounds biennially, or when a building is first occupied or reconfigured, with law enforcement and first responders responsible for protecting and securing the District to discuss and coordinate school safety and security matters.
3. Serve as the liaison with law enforcement and other state committees and agencies on matters of school safety and security.
- ~~3.~~4. Serve on the District's threat assessment team(s) and participate in required training and the threat assessment process.
- ~~4.~~5. Coordinate School Safety and Security Assessments and respond to School Safety and Security surveys, as applicable.

By June 30 of each year, the School Safety and Security Coordinator or designee shall make a report to the Board at an executive session on the district's current safety and security practices, and identify strategies to improve school safety and security.

The Board directs the School Safety and Security Coordinator or designee to include the following information in the annual report:

1. Threat assessment team information, including verification of compliance with law and regulations, the number and composition of the district's threat assessment team(s), the total number of threats assessed in the past year and any additional information on threat assessment required by the Superintendent or designee, in accordance with Board policy.
- ~~1.~~2. Reports of required emergency preparedness, fire, bus

SC 1302-E,  
Pol. 236.1

Pol. 805  
SC 1305-B

SC 1309-B  
Pol. 006

SC 1302-E  
Pol. 236.1

Pol. 805

**POLICY NO. 805.2  
SCHOOL SECURITY PERSONNEL**

evacuation and school security drills.

- ~~2~~.3. Information on required school safety and security training and resources provided to students and staff.
- ~~3~~.4. Safe2Say Something aggregate data, including a breakdown of Life Safety and Non-Life Safety reports received.
- ~~4~~.5. Behavioral health and school climate information, including aggregate data from surveys and assessments issued in the District, information on referrals and services accessed by students and families, and identification of additional resources needed in the District.
- ~~5~~.6. Office for Safe Schools reports for the previous year(s) and/or data collected to date for the current year.
- ~~6~~.7. Updates regarding the district’s Memorandum of Understanding with local law enforcement agencies.
- ~~7~~.8. Updates to laws, regulations and/or Board policies related to school safety and security.
- ~~8~~.9. Information on tours, inspections and/or School Safety and Security Assessments of school facilities and programs.
- ~~9~~.10. Information on grants or funding applied for and/or received in support of school safety and security efforts.
- ~~10~~.11. Recommendations for future improvements to school security.

Pol. 235.1

Pol 805.1

A copy of the report shall be submitted to the state’s School Safety and Security Committee.

SC 1309-B

The Superintendent or designee shall implement job descriptions and procedures to address the responsibilities and requirements specific to each category of school security personnel in carrying out their duties.

**POLICY NO. 805.2  
SCHOOL SECURITY PERSONNEL**

School security personnel ~~may~~**shall** carry weapons, including firearms, in performance of their duties only if, and to the extent, authorized by the Board, including as provided in an agreement with a law enforcement agency for the stationing of a School Resource Officer or in a contract with an independent contractor or third-party vendor approved by the Board.

**Section 4**

**Guidelines**

School Police Officers

The District ~~may~~**shall** employ or contract for one or more school police officers and apply to the appropriate court for appointment and powers of authority, in accordance with the provisions of law.

SC 1301-C, 1302-C, 1310-C, 1311-C, 818, 850

*School police officer –*

SC 1301-C, 1310-C, 1311-C

1. A law enforcement officer employed by the District whose responsibilities, including work hours, are established by the district; or
2. An independent contractor or an individual provided through a third-party vendor who has been appointed in accordance with law, and who meets the requirements of contracted services personnel, in accordance with Board policy.[20]

Pol. 818

*Background Checks –*

Prior to receiving an offer of employment, all school police officers shall comply with the requirements for background checks/certifications and employment history reviews for all school employees, in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 850 for school police employed by the District and Board policy 818 for school police employed by an independent contractor or third-party vendor.

SC 111, 111.1  
23 Pa. C.S.A. 6344, 6344.3  
Pol. 818, 850

The District shall conduct a law enforcement agency background investigation in compliance with applicable law and regulations for all school police employed by the District and

37 PA Code 241.5  
44 PA Code 7301  
et seq





**POLICY NO. 805.2  
SCHOOL SECURITY PERSONNEL**

School police officers shall possess and exercise the following duties:

SC 1306-C

1. Enforce good order in school buildings, on school buses or vehicles owned or leased by the district, and on school grounds.
2. If authorized by the court, issue summary citations or detain individuals in school buildings, on school buses and on school grounds in the District until local law enforcement is notified.
- ~~2.~~3. If authorized by the court, a school police officer who is a law enforcement officer employed by the District whose responsibilities, including work hours, are established by the District, may exercise the same powers as exercised under authority of law or ordinance by the police of the municipality in which the school property is located.

School police officers shall wear the assigned metallic shield or badge provided by the District in plain view when on duty.

SC 1307-C

School Security Guards

The District ~~may~~shall employ or contract for one or more school security guards, in accordance with the provisions of law.

SC 1301-C, 1314-C  
Pol. 818, 850

**School security guard** - an individual employed by the district or a third-party vendor or an independent contractor who is assigned to a school for routine safety and security duties, and has not been granted powers by the court to issue citations, detain individuals or exercise the same powers as exercised by police of the municipality in which the school property is located, in accordance with law. An independent contractor or individual employed by a third-party vendor contracted with the district shall meet the requirements of contracted services personnel, in accordance with Board policy, and the provisions of applicable law.[1][18][20][41]

SC 1301-C, 1311-C  
Pol. 818, 1314-C

**POLICY NO. 805.2  
SCHOOL SECURITY PERSONNEL**

*Background Checks –*

Prior to receiving an offer of employment, all school security guards shall comply with the requirements for background checks/certifications and employment history reviews for all school employees, in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 850 for school security guards employed by the District and Board policy 818 for school security guards employed by an independent contractor or third-party vendor.

SC 111, 111.1  
23 Pa. C.S.A. 6344,  
6344.4  
Pol. 818, 850

The District shall conduct a law enforcement agency background investigation in compliance with applicable law and regulations for all school security guards employed by the District and shall review a background investigation conducted for all school security guards employed by an independent contractor or third-party vendor.

37 PA Code 241.5  
44 Pa. C.S.A. 7301  
et seq

Following an offer of employment, the District shall request the separation record for a school security guard employed or contracted by the District, in accordance with applicable law and regulations for a law enforcement agency.[27][28]

37 PA Code 241.6  
44 Pa. C.S.A. 7310

*Requirements –*

School security guards shall provide the following services, as directed by the District:

SC 1314-C

1. School safety support services.
2. Enhanced campus supervision.
3. Assistance with disruptive students.
4. Monitoring visitors on campus.
5. Coordination with law enforcement officials, including school police officers.
6. Security functions which improve and maintain school safety.

Pol. 907

<b>POLICY NO. 805.2 SCHOOL SECURITY PERSONNEL</b>	
<p>School security guards shall successfully complete required training, in accordance with law, and applicable staff training in accordance with Board policy.</p>	<p>SC 1314-C</p>
<p>School security guards authorized to carry a firearm shall maintain an appropriate license and successfully complete required firearm training in accordance with law.</p>	<p>SC 1314-C</p>
<p>The District shall make reports regarding hiring and separation, and shall maintain all records, as required for a law enforcement agency, in accordance with applicable law and regulations.</p>	<p>44 Pa. C.S.A. 7301 et seq 37 PA Code 241.1 et seq</p>
<p>References:</p>	
<p>School Code – 24 P.S. Sec. 111, 111.1, 1301-C, 1302-C, 1303-E, 1303-C, 1304-C, 1305-B, 1305-C, 1306-C, 1307-C, 1309-B, 1309-C, 1310-C, 1311-C, 1313-C, 1314-C</p>	
<p>State Board of Education Regulations – 22 PA Code Sec. 10.23, 14.104, 14.33</p>	
<p>Title 23 Domestic Relations – 23 Pa. C.S.A. Sec. 6344, 6344.3</p>	
<p>Title 37 Municipal Police Officers’ Education and Training Commission – 37 PA Code Sec. 241.1 et seq, 241.6</p>	
<p>Title 42 Judiciary and Judicial Procedure – 42 Pa. C.S.A. Sec. 2303, 8953</p>	
<p>Title 44 Law and Justice – 44 Pa. C.S.A. Sec. 7310</p>	
<p>Title 53 Intergovernmental Cooperation – 53 Pa. C.S.A. Sec 8953</p>	
<p>Board Policy – Pol. 006, 113.1, 146, 227, 235.1, 236, 236.1, 256, 805, 805.1, <del>809</del>, 818, 819, 850, 851, 907, 909</p>	

KEYSTONE OAKS SCHOOL DISTRICT

# Policy

# Guide



Policy No. 000

Section LOCAL BOARD PROCEDURES

Title BOARD POLICY/  
PROCEDURE/  
ADMINISTRATIVE  
REGULATIONS

Adopted APRIL 24, 2014

Last Revised \_\_\_\_\_

	<p style="text-align: center;"><b>POLICY NO. 000 BOARD POLICY / PROCEDURE/ ADMINISTRATIVE REGULATIONS</b></p> <p><b>Section 1</b> <u>Authority</u></p> <p>The policies and procedures adopted by the Board establish the general parameters within which the daily operations of the school district are to be governed. Administrative regulations for carrying out and implementing Board policies are developed and implemented by the administration, under the direction of the Superintendent. As applicable, all members of the school community are expected to comply with both Board policy and administrative regulations, subject to stated limitations and exceptions. However, failure of the Board or the administration to comply with policy or procedure shall not invalidate any lawful action taken.</p> <p><del>The Board of School Directors of the Keystone Oaks School District, in accordance with applicable state and federal laws and regulations, establishes policies and procedures for the governance of the Board and for the safe and orderly operation of the School District.</del></p> <p><b>Section 21</b> <u>Contents</u><del><u>Purpose of Policy / Local Board Procedure</u></del></p> <p>The policies of the Board shall consist of the policies and procedures adopted by the Board and contained in the Policy Manual, and such other separate documents approved by the Board that are expressly incorporated by reference in particular</p>	<p>SC 407, 510</p>
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**POLICY NO. 000  
BOARD POLICY / PROCEDURE/  
ADMINISTRATIVE REGULATIONS**

policies and declared to constitute Board policy, such as the Code of Student Conduct.

Administrative regulations are not part of Board policy and may be altered by the administration without Board action. Administrative regulations may not conflict with Board policy or with applicable law.

~~The policies and local Board procedures adopted by the Board are intended to establish the general and overall rules within which the day-to-day operations of the School District are to be governed. As applicable, all members of the Keystone Oaks School District community shall be expected to comply with Board policy and procedure, subject to the limitations established in this policy.~~

**Section 2**

**Contents of Policy Manual**

~~a. Local Board Procedures~~

~~The bylaws and rules that pertain to Board governance shall hereinafter be referred to as Local Board Procedures and shall be policy series 000: Local Board Procedures.~~

~~b. Policies~~

~~The rules and guidelines that pertain to the safe and orderly operation of the school district shall hereinafter be referred to as policy and shall be policy series 100: Programs, 200: Pupils, 300: Administrative Employees, 400: Professional Employees, 500: Classified Employees 600: Finances, 700: Property, 800: Operations, and 900: Community.~~

**Section 3**

**Limitations**

All Board policies and administrative regulations shall be interpreted and administered in a lawful manner. The Board shall make the final interpretation of its policies, and the administration shall make the final interpretation of its regulations.

**POLICY NO. 000  
BOARD POLICY / PROCEDURE/  
ADMINISTRATIVE REGULATIONS**

Board policies and procedures and administrative regulations are limited by legal constraints, as are the rights of those to whom Board policies and administrative regulations apply, and are not intended to give an individual a cause of action not independently established in law.

~~Board policies and procedures are not intended and shall not be construed to supersede or preempt any applicable law, whether constitutional, statutory, regulatory, or common law. Consequently, all Board policies and procedures shall be given both an interpretation and application that is lawful. The Board shall determine the final interpretation of its policies and procedures.~~

~~As the Board policies and procedures are limited by legal constraints, so too are the rights of those to whom the Board policies and procedures apply. Board policies and procedures are not intended to expand the rights of individuals beyond those established by law or to give to any individual a cause of action not independently established in law. Enforcement of Board policy and procedure rests exclusively with the School Board.~~

~~Board policy and procedure shall not preempt, create, supplant, expand or restrict the rights or liabilities of students, employees, or other members of the School District community beyond what is contemplated by law and are not intended to restrict or limit students, employees, or others from pursuing any claims or defenses available under law.~~

**Section 4**

**Rules of Construction ~~Administrative Regulations~~**

In ascertaining the intent of the Board in adopting a policy or procedure, or of the administration in establishing a regulation, the following presumptions, among other legally applicable presumptions, may be used:

1. That neither the Board nor the administration intends a result that is absurd, impossible of execution, or unreasonable.

**POLICY NO. 000  
BOARD POLICY / PROCEDURE/  
ADMINISTRATIVE REGULATIONS**

2. That neither the Board nor the administration intends to violate federal or state Constitutions or any other applicable law.

If any policy or procedure or administrative regulation can be given multiple interpretations, the Board and the administration intend that only constitutional and lawful interpretations shall be valid, and that neither an unconstitutional nor an unlawful interpretation was intended.

~~Administrative regulations are not intended and shall not be construed to supersede or preempt any applicable law, whether constitutional, statutory, regulatory, or common law. Consequently, all administrative regulations shall be given both an interpretation and application that is lawful. The administration shall determine the final interpretation of administrative regulations.~~

~~As the administrative regulations are limited by legal constraints, so too are the rights of those to whom the administrative regulations apply. Administrative regulations are not intended to expand the rights of individuals beyond those established by law or to give to any individual a cause of action not independently established in law. Enforcement of administrative regulations rests exclusively with the administration.~~

~~Administrative regulations shall not preempt, create, supplant, expand or restrict the rights or liabilities of students, employees, or other members of the school district community beyond what is contemplated by law and are not intended to restrict or limit students, employees or others from pursuing any claims or defenses available under law.~~

Previously Revised:

References:

School Code – 24 P.S. Sec. 407, 510



KEYSTONE OAKS SCHOOL DISTRICT

# Policy Guide



Policy No. 002

Section LOCAL BOARD PROCEDURES

Title AUTHORITY AND POWERS

Adopted AUGUST 21, 1989

Last Revised ~~FEBRUARY 16, 1998~~  
APRIL 24, 2014

POLICY NO. 002 AUTHORITY AND POWERS		
<b>Section 1</b>	<p><b><u>Authority</u></b></p> <p>The authority to establish, equip, furnish, operate, and maintain the public schools of <del>the School District of</del> Keystone Oaks <del>School District</del> is vested in the Board of School Directors, which is a body corporate and <del>which</del> is constituted and governed by Title 24, <del>the "Public School Code of 1949,"</del> of the Pennsylvania <del>S</del>tatutes, <del>the Public School Code of 1949 as amended,</del> and Article III of the Pennsylvania Constitution and applicable federal and state laws and regulations.</p>	PA Const. Art. III Sec. 14 SC 211, 301, 501, 502, 503, 507, 510
<b>Section 2</b>	<p><b><u>Powers</u></b></p> <p>The Board shall establish such schools as are required for the education of every student residing in <del>the School District of</del> Keystone Oaks <del>School District</del> between the ages of six (6) and twenty-one (21) years <del>(by Sept 1 of the applicable academic year)</del> who may attend <del>such</del> schools; <del>It</del> shall equip, furnish, operate, and maintain <del>thesuch</del> schools; <del>It</del> shall adopt and enforce rules and regulation for the management of school affairs and the conduct and deportment of employees and students; <del>It</del> and shall levy and collect <del>such</del> taxes as may be necessary, in addition to the annual <del>s</del>State appropriation, for the exercise of aforesaid powers.</p> <p>The Board, in accordance with it's statutory mandate, shall adopt Board procedures for its own operation, and policies for the guidance of the Superintendent in the operation of the school district. Board procedures and policies shall be</p>	SC 211, <del>406,</del> 407, 501, 502, 503, 507, 510, 511, 801, 803, <del>1301, 1302,</del> 1411
		SC 407 Pol. 000

**POLICY NO. 002  
AUTHORITY AND POWERS**

consistent with law, have a rational and substantial relationship to a legitimate purpose of the Board, and be directed towards the maintenance and support of a thorough and efficient system of public education in this district.

The Board shall act as the general agent of the residents of the ~~is~~ District in matters of public education. It shall establish educational goals and academic standards for ~~district schools~~ ~~District students~~ and govern an educational program designed to meet those goals and standards to support student achievement. ~~The Board shall be responsible for establishing, maintaining and evaluating the educational programs in district schools, and for enforcing mandatory laws and regulations.~~

~~The Board shall be responsible for enforcing mandatory laws and regulations. The Board shall be the agent responsible for establishing, maintaining, and evaluating the public education activities of this school district, in accordance with law.~~

The powers of the Board of School Directors are not vested in ~~the~~ ~~an~~ individual ~~Board member~~ ~~school director~~. No ~~such~~ individual ~~director~~ is authorized to act on behalf of the Board to carry out any of the Board's ~~statutorily~~ authorized powers, except for those acts stated in law.

Previously Revised: April 24, 2014; February 16, 1998

References:

Pennsylvania Constitution – PA Const. Art. III Sec. 14

School Code – 24 P.S. Sec 211, 301, ~~406, 426, 427,~~ 407, 501, 502, 503, 507, 510, 511, 801, 803, ~~1301, 1302,~~ 1411

Board Policy – Pol. 000, 100, 102

~~State Board of Education Regulations – 22 PA Code Sec. 4.13~~

Title 22  
Sec. 4.13  
SC 301  
Pol. 100, 102

SC 301, ~~426, 427,~~  
508

# Policy Guide



Policy No. 004

Section LOCAL BOARD PROCEDURES

Title MEMBERSHIP

Adopted AUGUST 21, 1989

Last Revised ~~OCTOBER 10, 2006;~~  
~~FEBRUARY 16, 1998;~~  
APRIL 24, 2014

POLICY NO. 004 MEMBERSHIP		
<b>Section 1</b>	<b><u>Number</u></b>	
	The Board <del>of School Directors</del> shall consist of nine (9) members.	SC 303
	The Superintendent shall have a seat on the Board and the right to speak on all matters, but not the right to vote.	SC 1081
<b>Section 2</b>	<b><u>Qualifications</u></b>	
	Each <del>school director</del> <del>member of the Board</del> shall meet the following qualifications:	
	1. Be of good moral character, <del>be</del> at least eighteen (18) years of age, <del>shall</del> have been a resident of the District for at least one (1) year prior to the date of election or appointment, <del>and shall</del> not be a holder of any office or position as specified in Section 322 of the <del>S</del> chool <del>C</del> ode; nor shall be a member of the municipal council.	SC 322
	2. Shall not have been removed from any office of trust under federal, state, or local laws for any malfeasance in such office.	SC 323
	3. <del>Except as provided by law, each member</del> <del>S</del> hall not be engaged in a business transaction	SC 324 65 Pa. C.S.A. 1101

<b>POLICY NO. 004 MEMBERSHIP</b>		
	<p>with the sSchool district, be employed by the sSchool dDistrict, or receive pay for services from the School District, <b>except as provided by law.</b></p> <p>4. Shall, <del>before entering the duties of the office,</del> take and subscribe to the oath or affirmation prescribed by statute <b>before entering the duties of the office.</b></p> <p>5. Shall file a statement of financial interests with the <b>Board Secretary State Ethics Commission</b> or <b>designee</b> <del>before taking the oath of office or entering upon his/her duties and annually by May 1.</del> <b>at the following times:</b></p> <ol style="list-style-type: none"> <li>a. <b>Before taking the oath of office or entering upon duties.</b></li> <li>b. <b>Annually by May 1 while serving on the Board.</b></li> <li>c. <b>By May 1 of the year after leaving the Board.</b></li> </ol> <p><del>5.</del></p>	<p>et seq</p> <p>SC 321</p> <p>65 Pa. C.S.A. Sec. 1102, 1104, 1105 <b>Title-51 PA Code See:</b> 15.2, 15.3</p>
<b>Section 3</b>	<p><b><u>Election</u></b></p> <p>Election of members of the Board <del>of School Directors</del> shall be in accordance with law.</p> <p>The Board shall include three (3) members from each of the three communities comprising the District; namely, the Boroughs of Castle Shannon, Dormont, and Green Tree. In November of each odd-numbered year, each community will elect one or more members from its citizenry to serve for a four (4) year term.</p>	<p>SC 301 et seq.</p> <p>SC 303</p>
<b>Section 4</b>	<p><b><u>Vacancies</u></b></p> <p>A vacancy shall occur by reason of death, resignation, removal from a district or region, or otherwise. Such vacancy shall be filled in accordance with the <b>School Code and Sunshine Act</b> and by appointment by a majority vote of the remaining members of the Board</p>	<p>SC 315, 316, 317, 318, 319 65 Pa. C.S.A. <del>See:</del> 701 et seq.</p>

	<p style="text-align: center;"><b>POLICY NO. 004</b> <b>MEMBERSHIP</b></p> <p>within thirty (30) days of the occurrence of the vacancy.</p> <p>If a vacancy occurs during the last two (2) years of the former school director’s term, the individual appointed to fill that vacancy shall serve for the remainder of the term. If a vacancy occurs during the first two (2) years of the term, the new appointee shall serve only until the first Monday in December following the first municipal election that is scheduled for more than sixty (60) days after the vacancy occurred.</p> <p><del>The Board member so appointed shall serve until the first Monday in December after the first municipal election occurring more than sixty (60) days following his/her appointment.</del> When a majority of the memberships are vacant, such vacancies shall be filled by the Court of Common Pleas of Allegheny County.</p> <p>The Board recognizes that community involvement is crucial to fill the vacancy with the most qualified candidate. The Board will advertise the vacancy through multiple medias to the community as well as advertise the process the Board will follow to fill that vacancy. Vacancies may only be filled by a resident of the borough where that vacancy occurred.</p> <p><i>Temporary Vacancy – Active Military Service</i></p> <p>A temporary vacancy shall be declared when a school director is ordered to active duty in the military forces of the United States for a period of more than thirty (30) days. The temporary vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the temporary vacancy. The school director so appointed shall serve either until the school director returns from active duty or until expiration of the term for which s/he was elected, whichever occurs first.</p>	<p>SC 315</p> <p>SC 316, 317</p> <p>SC 315, 407 65 Pa. C.S.A. 701 et seq</p>
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<b>POLICY NO. 004 MEMBERSHIP</b>		
<b>Section 5</b>	<p><b><u>Term</u></b></p> <p>In election years, the term of office for all newly elected and re-elected school directors shall begin on the first Monday in December. The term of office of each sSchool dDirector shall be four (4) years, <del>and shall</del> expiringe on the first Monday of December of the fourth year of service.</p> <p>The term of office <del>each School Director</del> for an individual appointed or elected to fill a Board vacancy shall be determined by the number of years remaining on the term the school director was appointed or elected to fill, as stated above under Vacancies. <del>expire on the first Monday of December after the municipal election occurring more than sixty (60) days after the appointment. The term of each School Director elected to an unexpired term shall expire at the termination of that term.</del></p>	<p>SC 303, 315</p> <p>SC 315</p>
<b>Section 6</b>	<p><b><u>Removal</u></b></p> <p>Whenever a School Director is no longer <del>shall cease to be</del> a resident of the borough <del>they he/she were</del>as elected to represent, <del>their his/her</del> eligibility to serve on the Board shall cease <del>forthwith</del>.</p> <p><del>The removal of a School Director who resigns shall become effective upon the presentation of the resignation to the Board President and upon such date specified therein.</del></p> <p>If a <del>A s</del> School dDirector shall <del>who</del> neglects or refuses to attend two (2) successive rRegular meetings of the Board, unless detained by sickness or prevented by necessary absence from the District, or if in attendance at any meeting <del>they</del> neglects or refused to act in an official capacity as a sSchool dDirector, the remaining members of the Board may declare such office vacant; <del>may be removed from office</del> on the affirmative vote of a majority of the remaining members of the Board.</p> <p>If a person elected or appointed as a sSchool dDirector,</p>	<p>SC 315 65 P.S. 91</p> <p>SC 319 Pol. 006</p> <p>SC 319</p>

<b>POLICY NO. 004 MEMBERSHIP</b>		
<b>Section 7</b>	<p>having been notified, shall refuse or neglect to qualify as such director, the remaining members may, within ten (10) days following the beginning of the school director's <del>his/her</del> term of office, declare said office vacant on the affirmative vote of a majority of the remaining members of the Board.</p> <p><b><u>Orientation</u></b></p> <p>The Board believes that the preparation of each school director for the performance of duties is essential to the effectiveness of the Board's functioning. The Board shall encourage each new school director to understand the functions of the Board, acquire knowledge of matters related to the operation of the schools, and review Board procedures and policies.</p> <p>Each new school director shall be invited to meet with the Board President and/or Superintendent to discuss Board functions, procedures and policy.</p>	Pol. 006
<b>Section 87</b>	<p><b><u>Expenses</u></b></p> <p>Funds for school director education and training may be budgeted on an annual basis.</p> <p>Each school director shall receive Board approval prior to attending a conference, workshop or convention at Board expense.</p> <p>When attendance has been authorized by the Board, school directors, a nonmember Board Secretary, and solicitor(s) shall be reimbursed for actual and necessary expenses incurred as delegates to any state convention or association of school directors' convention held within the state, or for attendance at any other meeting held within the state or at an educational convention out-of-state. All such expenses shall be itemized and made available for public inspection at the next succeeding Board meeting. Expenses shall be reimbursed by the Treasurer in the usual manner, upon presentation of an itemized, verified statement.</p>	<p>SC 321</p> <p>SC 516.1</p>

**POLICY NO. 004  
MEMBERSHIP**

Advance payments may be made upon presentation of estimated expenses to be incurred, to be followed by a final itemized, verified statement of such expenses actually incurred, and a refund shall be made to the district of such funds remaining, or an additional payment shall be made by the district to meet the verified expenses actually incurred.

SC 516.1

~~Board members, a nonmember Board Secretary, and solicitor(s) shall be reimbursed for necessary expenses actually incurred as delegates to any state convention or association of School Directors' convention held within the state, or for necessary expenses actually incurred in attendance authorized by the Board at any other meeting held within the state or at an educational convention out of state. All such expenses shall be itemized and made available for public inspection at the next succeeding Board meeting.~~

No member shall be reimbursed for more than two (2) out-of-state meetings in one (1) school year.

~~All Board member expense reimbursements must be approved by the Board President, Vice President or Treasurer~~

~~Expenses shall be reimbursed only upon presentation of an itemized, verified statement. Advance payments may be made upon the presentation of estimated expenses to be incurred, to be followed by a final itemized, verified statement of such expenses actually incurred upon return from such conventions, and a refund to be made to the district of such funds remaining or an additional payment be made to the verified expenses actually incurred.~~

Reimbursement shall be limited to actual expenses incurred, and shall not include or be construed to include compensation to individual school directors.

SC 321

**Section 98**

**Inservice Educational Self-Development Opportunities and Required Training Programs**



**POLICY NO. 004  
MEMBERSHIP**

The Board ~~of School Directors~~ places a high priority on the importance of a planned and continuing program of education and training ~~self-development~~ for its members. The ~~central~~ purpose of the ~~planned~~ program shall be ~~is~~ to enhance the quality and effectiveness of the Board's ~~public school~~ governance and leadership ~~in our community~~ by providing both inservice educational opportunities and required school director training by an approved provider.

**Inservice Education –**

The Board, in conjunction with the Superintendent, may plan specific in-service education programs and activities designed to assist ~~school directors~~ ~~Board members in efforts~~ to improve their skills as ~~members of a~~ policy-making ~~leaders body~~; ~~to~~ expand their knowledge about ~~trends~~, issues, ~~programs~~, and ~~initiatives~~ ~~new ideas~~ affecting the ~~district's educational programs and student achievement~~ ~~continued welfare of our local schools~~; and ~~to~~ deepen their insights into the nature of leadership, governance, and community engagement.

The Board may annually budget funds to support its planned program of inservice education and training.

The Board ~~establishes~~ ~~regards~~ the following activities as the basis for planned program of inservice education and training ~~and services as appropriate~~:

1. Participation in School Board conferences, workshops and conventions.
  - a. The Board shall identify annually the issues, objectives, and cost benefits that can be ascribed to participation by school directors in conferences, workshops and conventions. ~~An orientation program shall be conducted for each new Board member~~
  - b. ~~The District shall subscribe to publications addressed to the concerns of Board~~

SC 516

**POLICY NO. 004  
MEMBERSHIP**

~~members~~

~~e.b.~~ The Superintendent shall inform school directors, in a timely manner, of upcoming conferences, workshops and conventions. ~~Curriculum reports shall be presented at public meetings~~

~~d.c.~~ The Board shall periodically decide which meetings appear to offer the most direct and indirect benefits to the district. ~~Board members shall be encouraged to participate in School Board conferences, conventions, and workshops~~

~~e.d.~~ When a conference, workshop or convention is not attended by the full Board, those who do participate shall share information, recommendations and materials acquired at the meeting that will be beneficial to the district. ~~Joint meetings with neighboring School Boards or a consortium of School Boards shall be pursued for an exchange of ideas on various facets of School District operations~~

2. District-sponsored inservice education and training programs designed to meet Board needs.
3. Subscriptions to publications addressing school directors' concerns.
4. Maintenance of current resources and reference materials accessible to school directors.

*Required Training Program: Newly Elected or Appointed School Directors -*

Each newly elected or appointed school director shall complete a training program consisting of at least five (5) hours of instruction, including, at a minimum,

SC 328

**POLICY NO. 004  
MEMBERSHIP**

information regarding:

1. Instruction and academic programs, to include, but not be limited to, a minimum of one (1) hour of instruction on best practices related to trauma-informed approaches.
2. Personnel.
3. Fiscal management.
4. Operations.
5. Governance.
6. Ethics and open meetings, to include accountability requirements.

*Required Training Program: Re-elected or Re-appointed School Directors -*

SC 328

Each re-elected or re-appointed school director shall, within one (1) year after such re-election or re-appointment, complete an advanced training program consisting of at least three (3) hours of instruction, including:

1. Information on relevant changes to federal and state public school law and regulations.
2. Fiscal management.
3. Trauma-informed approaches.
4. Other information deemed appropriate by the PA Department of Education to enable school directors to serve effectively.

~~The Budget will include funds to finance participation of Board members in the activities described above. In making expenditure from this budget category, School Directors shall exercise discretion in choosing among the available options for travel, lodging and meals and~~

**POLICY NO. 004  
MEMBERSHIP**

~~shall provide a written or oral conference report at the next regular meeting of the Board. The Board as a whole, following the procedure outlined in the School Code, shall approve or disapprove the participation of members planned activities. The public shall be kept informed through reports at Board meetings about the Board's continuing self-development program and the expected short and long range benefits to the School District.~~

~~In keeping with its stated priority on the importance of continuing self-development opportunities for its members, the Board encourages the participation of all members at appropriate School Board conferences, workshops, and conventions. Board members may attend professional conferences such as PSBA, NSBA, and local in-service conferences. In order to control both the investment of time and expenditure of funds necessary to implement such activities, the Board establishes the following guidelines:~~

~~a. The Board shall identify annually the issues, objectives, and cost benefits that can be ascribed to participation by Board members in conferences, workshops, and conventions.~~

~~b. The Board President, Board Secretary, or Superintendent will notify Board members of available intermediate unit or other meetings.~~

~~c. The Board shall periodically decide which meetings appear to offer the most direct and indirect benefits to the District.~~

~~d. The Board Secretary will maintain a calendar of such events and will remind the Board of upcoming meetings.~~

~~e. Each Board member shall receive Board approval prior to attending an out-of-state conference, workshop, or convention at~~

**POLICY NO. 004  
MEMBERSHIP**

~~Board expense.~~

- ~~f. The Board will provide properly budgeted funds to cover expenses for those meetings which have received approval.~~
- ~~g. The Board will reimburse Board members who attend such meetings for actual, but reasonable, expenses as are legally permitted. These expenses shall be itemized and will be approved by appropriate Board action.~~
- ~~h. Reimbursement shall be for actual lodging and meal expenses. Board members must provide receipts of such expenses or written explanation, if no receipts are available, in order to be reimbursed. All documentation shall be submitted to the Superintendent for the reimbursement to be processed.~~
- ~~i. Travel, mileage, etc., are also reimbursable expenses.~~
- ~~j. To receive reimbursement, expense reports must be submitted to the Business Office within thirty (30) days after the conclusion of the meeting.~~
- ~~k. The requirements regarding reimbursement for Board members for travel expenses shall be strictly enforced, and no payment shall be made until receipts for reimbursable expenses are submitted to the Director of Fiscal Services or designee.~~
- ~~l. Reimbursement shall not include or be construed to include compensation to individual Board members.~~

**POLICY NO. 004  
MEMBERSHIP**

~~m. Board members who attend such meetings are encouraged to report to the total Board at the next meeting following their return.~~

Previously Revised: April 24, 2014; October 10, 2006;  
February 16, 1998

References:

School Code – 24 P.S. Sec. 301, 303, 315, 316, 317,  
318, 319, 321, 322, 323, 324, 328, 407, 516, 516.1,  
519, 1081, ~~1102, 1104, 1105~~

Sunshine Act – 65 Pa. C.S.A. Sec. 701 et seq.

Public Officials and Employee Ethics Act – 65 Pa.  
C.S.A Sec 1101 et seq., 1102, 1104, 1105

State Ethics Commission Regulations – 51 PA Code  
Sec. 15.2, 15.3

Title 65 P.S. Public Officers – 65 P.S. Sec. 91

Board Policy – 006, 011, 901

Policy No. 007

Section LOCAL BOARD PROCEDURES

# Policy Guide



Title POLICY MANUAL ACCESS DISTRIBUTION

Adopted AUGUST 21, 1989

Last Revised APRIL 19, 1995  
APRIL 24, 2014

<b>POLICY NO. 007— DISTRIBUTION</b>		
<b>Section 1</b>	<p><b><u>Authority</u></b></p> <p>The Board adopts the procedures and policies contained in the Policy Manual as a governance tool for the Board and as a resource for district administrators and employees, students, parents/guardians, residents and community members.</p> <p>The Board Policy Manual shall be published and maintained on the district’s publicly accessible website.</p> <p>The Board Policy Manual shall be considered a public record. A copy of the Policy Manual shall be available in the administration office during regular office hours.</p>	<p>SC 407, 510 Pol. 003</p> <p>65 P.S. 67.701 Pol. 801</p>
<b>Section 2</b>	<p><b><u>Delegation of Responsibility Guidelines</u></b></p> <p><del>The Board Policy Manual shall be published and maintained on the district’s website.</del></p> <p><del>The Board Policy Manual shall be considered a public record and shall be available for inspection in the District Business Office during regular office hours.</del></p> <p>The Superintendent or designee shall maintain an orderly plan for the promulgation of policies <del>are provided</del> to students, parents/guardians and staff who are affected by them and shall provide easy accessibility to an up-to-date Policy manual. <del>as required by law and Board</del></p>	<p><del>65 P.S. Sec. 67.701</del></p>

**POLICY NO. 007—  
DISTRIBUTION**

~~Policies. This will be accomplished through the reference of policies in student handbooks, student/parent handbooks, and staff handbook/publications. It will be the responsibility of the Superintendent or designee to assure that all policies are posted on the District website.~~

The Superintendent or designee as well as the Policy and Planning Committee shall be responsible to review existing policy in light of Board actions and revisions to state and federal statutes and regulations, and to recommend to the Board the changes necessary to maintain a current and compliant the Board Policy Manual in a current status.

~~The Board Policy Manual is the property of the school district; therefore, any hard copy manuals provided to district employees shall be returned to the Board Secretary upon termination of employment or term of office.~~

Previously Revised: April 24, 2014; April 19, 1995

References:

School Code – 24 P.S. Sec. 407, 510

Right-to-Know Law – 65 P.S. Sec. 67.701

Board Policy – 003, 801

Pol. 003



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**March 2022 Combined Check Register 2021-2022**

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Check	Date	Vendor Number & Name\ Remittance Name	Check Amount	Batch	Source	Stat
<b>10-0101-001-001-00-000-000 Cash -FNB - General Fund</b>						
00066525	03/01/22	12353 CAROL PERSIN	\$299.69	3122	Comp	V
00066526	03/01/22	12353 CAROL PERSIN	\$299.69	3122	Comp	R
00066527	03/01/22	644 ALCOSE CREDIT UNION	\$1,262.42	2	Comp	R
00066528	03/01/22	11197 AMERICAN DREAM FUND	\$50.00	2	Comp	R
00066529	03/01/22	575 KEYSTONE OAKS EDUCATION ASSN	\$14,164.18	2	Comp	R
00066530	03/01/22	587 KEYSTONE OAKS ESPA-LOCAL	\$675.86	2	Comp	R
00066531	03/01/22	922 SEIU LOCAL32BJ	\$1,235.00	2	Comp	R
00066532	03/02/22	11023 APPERSON	\$381.09	3222	Comp	R
00066533	03/02/22	13662 AQUA FILTER FRESH, INC.	\$144.91	3222	Comp	R
00066534	03/02/22	1341 AIU	\$8,665.07	3222	Comp	R
00066535	03/02/22	Allegheny Intermediate Unit 208 DORMONT BOROUGH Borough of Dormont	\$463.31	3222	Comp	R
00066536	03/02/22	10188 CDW Government LLC, CDW Government CDW Government	\$49,205.00	3222	Comp	R
00066537	03/02/22	1163 GOPHER SPORT	\$151.20	3222	Comp	R
00066538	03/02/22	12932 Heather Hardy	\$32.64	3222	Comp	R
00066539	03/02/22	5238 KERRY KARAPANDI	\$58.27	3222	Comp	R
00066540	03/02/22	12909 KELLY SERVICES INC KELLY SERVICES INC	\$6,220.53	3222	Comp	R
00066541	03/02/22	12894 Lincoln Park Performing Arts Charter Sch	\$8,450.74	3222	Comp	R
00066542	03/02/22	11081 JASON W NEUMAN	\$3.38	3222	Comp	R
00066543	03/02/22	565 PSERS	\$959.04	3222	Comp	R
00066544	03/02/22	6618 SHOP 'N SAVE	\$190.28	3222	Comp	R
00066545	03/02/22	12119 UGI ENERGY SERVICES LLC	\$15,492.63	3222	Comp	R
00066546	03/02/22	13741 URBAN ACADEMY OF GREATER PGH CS	\$2,637.79	3222	Comp	R
00066547	03/02/22	13611 WESTINGHOUSE ARTS ACADEMY CHARTER SCHOOL Westinghouse Arts Academy Charter c	\$5,771.50	3222	Comp	R
00066548	03/02/22	14399 URBAN PATHWAYS 6-12 CHARTER SCHOOL	\$5,275.56	3222	Comp	R
00066549	03/04/22	299 BOROUGH OF GREEN TREE	\$990.62	342022	Comp	R
00066550	03/04/22	11761 BOROUGH OF GREENTREE	\$162.59	342022	Comp	R
00066551	03/04/22	14401 GENEVA SWEET ENTERPRISES LLC GENEVA SWEET ENTERPRISES LLC	\$150.00	342022	Comp	R
00066552	03/04/22	292 GRAINGER	\$372.93	342022	Comp	R
00066553	03/04/22	4647 GUARDIAN PROTECTION SERVICES	\$526.35	342022	Comp	R
00066554	03/04/22	14143 KELLINGTON PROTECTION SERVICE, LLC	\$6,911.46	342022	Comp	R
00066555	03/04/22	9130 JOSHUA KIRCHNER	\$81.15	342022	Comp	R
00066556	03/04/22	13257 JOSEPH KUBIAK	\$75.50	342022	Comp	R
00066557	03/04/22	11774 MAIELLO BRUNGO & MAIELLO LLP	\$4,163.25	342022	Comp	R
00066558	03/04/22	12928 Kenneth Monz	\$329.31	342022	Comp	R
00066559	03/04/22	14345 DONNA O'TOOLE	\$27.55	342022	Comp	R
00066560	03/04/22	3322 OFFICE DEPOT INC	\$210.94	342022	Comp	R
00066561	03/04/22	12943 PA Leadership Charter School	\$1,053.89	342022	Comp	R
00066562	03/04/22	11639 PETROLEUM TRADERS CORP	\$14,164.88	342022	Comp	R
00066563	03/04/22	12933 Pittsburgh Board of Education Pittsburgh Board of Education	\$112.69	342022	Comp	R
00066564	03/04/22	8773 STEEL CITY MOWER & PLOW	\$89.39	342022	Comp	R
00066565	03/04/22	10267 THE BANK OF NEW YORK MELLON The Bank Of New York Mellon	\$1,409,000.00	342022	Comp	R
00066566	03/04/22	9915 TRANE Trane U.S. Inc.	\$807.07	342022	Comp	R

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<b>10-0101-001-001-00-000-000 Cash -FNB - General Fund</b>						
00066567	03/04/22	8185 V-SYSTEMS	\$5,976.80	342022	Comp	R
00066568	03/04/22	12929 Young Scholars of Western PA Charter Sch	\$16,696.82	342022	Comp	R
00066569	03/07/22	13246 B.M. Kramer & Co.	\$243.66	3722	Comp	R
00066570	03/07/22	14402 BASHLEY INVESTMENTS 1 LLC BASHLEY INVESTMENTS 1 LLC	\$3,687.40	3722	Comp	R
00066571	03/07/22	14405 BONITA MARIE PATTERSON BONITA MARIE PATTERSON	\$354.18	3722	Comp	R
00066572	03/07/22	208 DORMONT BOROUGH BOROUGH OF DORMONT	\$735.73	3722	Comp	R
00066573	03/07/22	13700 JEFF DIGACOMO	\$15.21	3722	Comp	R
00066574	03/07/22	14159 EMS LINQ INC	\$750.00	3722	Comp	R
00066575	03/07/22	13165 FERGUSON ENTERPRISES, INC Ferguson Enterprises INC #1480	\$235.51	3722	Comp	R
00066576	03/07/22	12810 HUCKESTEIN MECHANICAL SERVICES, Inc.	\$1,140.00	3722	Comp	R
00066577	03/07/22	14381 BRIAN HUTCHIN	\$51.36	3722	Comp	R
00066578	03/07/22	12909 KELLY SERVICES INC KELLY SERVICES INC	\$4,240.00	3722	Comp	R
00066579	03/07/22	13629 Kaitlyn Beaver Kaitlyn Beaver	\$77.76	3722	Comp	O
00066580	03/07/22	14406 Joe Kazalas	\$40.36	3722	Comp	R
00066581	03/07/22	11114 STEPHEN MCCORMICK	\$40.36	3722	Comp	R
00066582	03/07/22	1926 PAPER PRODUCTS CO INC	\$1,639.10	3722	Comp	R
00066583	03/07/22	6828 PMEA PMEA	\$75.00	3722	Comp	R
00066584	03/07/22	14404 RYAN & MEGHAN CUNNINGHAM RYAN & MEGHAN CUNNINGHAM	\$761.71	3722	Comp	R
00066585	03/07/22	11053 STEWART EQUIPMENT SVC INC	\$270.75	3722	Comp	R
00066586	03/07/22	3661 TRIBUNE-REVIEW TRIB TOTAL MEDIA	\$375.50	3722	Comp	R
00066587	03/07/22	12751 WILMAC FLOORING	\$298.43	3722	Comp	R
00066588	03/08/22	14407 ELITE COACH LIMOUSINE, INC. ELITE COACH LIMOUSINE, INC.	\$1,100.00	3822	Comp	R
00066589	03/10/22	13645 95 Percent Group Inc.	\$633.60	31022	Comp	R
00066590	03/10/22	11443 AV LAUTTAMUS COMMUNICATIONS INC	\$48.00	31022	Comp	R
00066591	03/10/22	1341 AIU Allegheny Intermediate Unit	\$4,316.00	31022	Comp	R
00066592	03/10/22	118 CASTLE SHANNON BOROUGH Borough of Castle Shannon	\$614.14	31022	Comp	R
00066593	03/10/22	11048 AmCom - Amer. Photocopy Equip Co of PGH COMDOC LEASING	\$10,019.95	31022	Comp	R
00066594	03/10/22	250 FOLLETT Follett School Solutions Inc	\$463.70	31022	Comp	R
00066595	03/10/22	12932 Heather Hardy	\$32.64	31022	Comp	R
00066596	03/10/22	14403 GLORIA M IANDIORIO	\$536.44	31022	Comp	R
00066597	03/10/22	12628 JESSE JEZNIŠ	\$193.87	31022	Comp	R
00066598	03/10/22	5238 KERRY KARAPANDI	\$58.27	31022	Comp	R
00066599	03/10/22	10246 CRAIG LAWHEAD	\$21.11	31022	Comp	R
00066600	03/10/22	8386 Mount Lebanon, PA Mount Lebanon, PA	\$2,206.03	31022	Comp	R
00066601	03/10/22	14343 JESSICA NASER	\$22.46	31022	Comp	O
00066602	03/10/22	2984 PITTSBURGH POST-GAZETTE PITTSBURGH POST-GAZETTE	\$2,097.55	31022	Comp	R

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00066603	03/10/22	1239 PSAT/NMSQT	\$3,686.00	31022	Comp	R
00066604	03/10/22	12910 PA Cyber Charter School Pennsylvania Cyber Charter School	\$15,169.29	31022	Comp	R
00066605	03/10/22	13177 Provident Charter School Provident Charter School	\$17,046.87	31022	Comp	R
00066606	03/10/22	12005 TrustPoint International, LLC	\$160.88	31022	Comp	R
00066607	03/10/22	574 PA AMERICAN WATER COMPANY	\$1,270.50	31022	Comp	R
00066608	03/10/22	574 PA AMERICAN WATER COMPANY	\$1,014.35	31022	Comp	R
00066609	03/10/22	574 PA AMERICAN WATER COMPANY	\$314.83	31022	Comp	R
00066610	03/14/22	11173 EMILY BRILL	\$11.24	31422	Comp	R
00066611	03/14/22	14061 DQE SYSTEMS, INC. DQE COMMUNICATIONS LLC	\$2,310.00	31422	Comp	R
00066612	03/14/22	14143 KELLINGTON PROTECTION SERVICE, LLC	\$20,421.13	31422	Comp	R
00066613	03/14/22	11495 MCGRAW-HILL SCHOOL EDUC HOLDINGS, INC. McGraw Hill LLC	\$3,363.04	31422	Comp	R
00066614	03/14/22	3322 OFFICE DEPOT INC	\$102.79	31422	Comp	R
00066615	03/14/22	9985 KEVIN PRINCE	\$70.44	31422	Comp	R
00066616	03/14/22	12930 Propel Charter School - Montour	\$2,421.76	31422	Comp	R
00066617	03/14/22	13010 Raptor Raptor Technologies	\$2,975.00	31422	Comp	R
00066618	03/14/22	10935 STAPLES ADVANTAGE STAPLES BUSINESS CREDIT	\$129.91	31422	Comp	R
00066619	03/14/22	11961 WEAVER THERAPY SERVICES INC	\$305.00	31422	Comp	R
00066620	03/14/22	11753 KAREN WONG	\$57.99	31422	Comp	R
00066621	03/14/22	144 COLLEGE BOARD PUBLICATION THE COLLEGE BOARD	\$400.00	31422	Comp	R
00066622	03/16/22	13645 95 Percent Group Inc.	\$38.50	3162022	Comp	R
00066623	03/16/22	423 A G MAURO COMPANY	\$8,325.00	3162022	Comp	R
00066624	03/16/22	10738 AMERICAN ROCK SALT CO LLC	\$1,631.60	3162022	Comp	R
00066625	03/16/22	13438 Aramark Uniform & Career Apparel Group, ARAMARK UNIFORM SERVICES	\$1,435.01	3162022	Comp	R
00066626	03/16/22	9884 AT&T MOBILITY	\$1,050.64	3162022	Comp	R
00066627	03/16/22	13179 Ace fix-it Hardware of Greentree Ace fix-it Hardware	\$154.04	3162022	Comp	R
00066628	03/16/22	1341 AIU Allegheny Intermediate Unit	\$6,962.63	3162022	Comp	R
00066629	03/16/22	48 B & R POOLS & SWIM SHOP	\$220.00	3162022	Comp	R
00066630	03/16/22	11417 BETHEL PARK SCHOOL DISTRICT	\$4,001.87	3162022	Comp	R
00066631	03/16/22	70 DICK BLICK	\$326.93	3162022	Comp	R
00066632	03/16/22	299 BOROUGH OF GREEN TREE	\$1,111.93	3162022	Comp	R
00066633	03/16/22	10590 BUCKEYE CLEANING CENTERS BUCKEYE CLEANING CENTERS	\$354.80	3162022	Comp	R
00066634	03/16/22	13395 Busy Beaver Building Centers, Inc.	\$84.00	3162022	Comp	R
00066635	03/16/22	118 CASTLE SHANNON BOROUGH CASTLE SHANNON BOROUGH GENERAL FUND	\$4,391.06	3162022	Comp	R
00066636	03/16/22	572 DUQUESNE LIGHT COMPANY DUQUESNE LIGHT COMPANY	\$17,961.58	3162022	Comp	R
00066637	03/16/22	4657 ECOLAB ECOLAB INC	\$639.68	3162022	Comp	R
00066638	03/16/22	13972 ESTOCIN TRANSPORTATION SERVICES LLC	\$15,864.00	3162022	Comp	R
00066639	03/16/22	13165 FERGUSON ENTERPRISES, INC Ferguson Enterprises INC #1480	\$211.36	3162022	Comp	R

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00066640	03/16/22	8724 GOODWILL of SOUTHWESTERN PA	\$4,005.00	3162022	Comp	R
00066641	03/16/22	4710 GEORGE M KEY ARCO INC	\$746.30	3162022	Comp	R
00066642	03/16/22	574 PA AMERICAN WATER COMPANY	\$768.41	3162022	Comp	R
00066643	03/16/22	14153 SHARON BEAN	\$427.81	3162022	Comp	R
00066644	03/16/22	292 GRAINGER	\$621.59	3162022	Comp	R
00066645	03/16/22	13344 Green Elevator Inspection Comp	\$150.00	3162022	Comp	R
00066646	03/16/22	232 J C EHRlich COMPANY INC J.C. Ehrlich	\$527.00	3162022	Comp	R
00066647	03/16/22	12008 LOWES BUSINESS ACCT/GECRB LOWES BUSINESS ACCT/SYNCB	\$185.72	3162022	Comp	R
00066648	03/16/22	11774 MAIELLO BRUNGO & MAIELLO LLP	\$20,735.22	3162022	Comp	R
00066649	03/16/22	420 MATTHEWS BUS CO	\$346,959.18	3162022	Comp	O
00066650	03/16/22	14379 MAXIM HEALTHCARE SERVICES	\$4,389.60	3162022	Comp	R
00066651	03/16/22	12074 NANCY J KLUCHER,M.S.Ed.,NCSP Mindgrowth Education Solutions, LLC	\$3,042.64	3162022	Comp	R
00066652	03/16/22	3322 OFFICE DEPOT INC	\$324.69	3162022	Comp	R
00066653	03/16/22	574 PA AMERICAN WATER COMPANY	\$681.86	3162022	Comp	R
00066654	03/16/22	503 PARKWAY WEST CTC	\$300.00	3162022	Comp	R
00066655	03/16/22	13442 PIRTEK	\$169.33	3162022	Comp	R
00066656	03/16/22	6828 PMEA PMEA	\$100.00	3162022	Comp	O
00066657	03/16/22	565 PSERS	\$4.13	3162022	Comp	R
00066658	03/16/22	599 ROLLIER HARDWARE INC	\$28.74	3162022	Comp	R
00066659	03/16/22	647 SHERWIN-WILLIAMS	\$150.41	3162022	Comp	R
00066660	03/16/22	9979 STANTON'S SHEET MUSIC	\$24.99	3162022	Comp	R
00066661	03/16/22	10935 STAPLES ADVANTAGE STAPLES BUSINESS CREDIT	\$64.34	3162022	Comp	R
00066662	03/16/22	636 SCOTT ELECTRIC Scott Electric	\$120.00	3162022	Comp	R
00066663	03/16/22	9203 THE BRADLEY CENTER	\$3,358.25	3162022	Comp	R
00066664	03/16/22	109 T.F. CAMPBELL COMPANY	\$892.27	3162022	Comp	R
00066665	03/16/22	574 PA AMERICAN WATER COMPANY	\$938.08	3162022	Comp	R
00066666	03/16/22	13383 South Central Special Schools Committee SCASSC	\$18,368.88	3162022	Comp	O
00066667	03/16/22	8773 STEEL CITY MOWER & PLOW	\$50.91	3162022	Comp	R
00066668	03/16/22	11053 STEWART EQUIPMENT SVC INC	\$2,742.59	3162022	Comp	R
00066669	03/16/22	14410 TIFFANY SMITH TIFFANY SMITH	\$877.00	3162022	Comp	R
00066670	03/16/22	9915 TRANE Trane U.S. Inc.	\$810.26	3162022	Comp	R
00066671	03/16/22	10615 UNITED REFRIGERATION INC	\$14.42	3162022	Comp	R
00066672	03/16/22	13062 UPMC HLTH Plan Fully Ins Wkrs Comp UPMC Health Benefits, Inc.	\$9,118.00	3162022	Comp	R
00066673	03/16/22	14399 URBAN PATHWAYS 6-12 CHARTER SCHOOL	\$10,535.59	3162022	Comp	R
00066674	03/16/22	13458 VERNON DELL TRACTOR	\$212.76	3162022	Comp	R
00066675	03/17/22	13044 21st Century Cyber Charter School	\$6,267.32	31722	Comp	R
00066676	03/17/22	565 PSERS	\$166.84	31722	Comp	R
00066677	03/17/22	11753 KAREN WONG	\$25.28	31722	Comp	R
00066678	03/18/22	14413 PROJECT Succeed Scholarship Fund Project Succeed Scholarship Fund	\$150.00	3182022	Comp	O
00066679	03/18/22	1341 AIU Allegheny Intermediate Unit	\$134,657.93	31822	Comp	R

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00066680	03/18/22	14411 AC-Coach Operations, Inc. Anderson Coach & Travel	\$4,716.42	31822	Comp	R
00066681	03/18/22	11761 BOROUGH OF GREENTREE	\$1,015.11	31822	Comp	R
00066682	03/18/22	571 COLUMBIA GAS OF PA	\$12,291.51	31822	Comp	R
00066683	03/18/22	14409 Illuminate Education, Inc.	\$1,300.00	31822	Comp	R
00066684	03/18/22	13940 J&J SPORTS PROMOTIONS	\$221.00	31822	Comp	R
00066685	03/18/22	14143 KELLINGTON PROTECTION SERVICE, LLC	\$3,766.70	31822	Comp	R
00066686	03/18/22	3506 LAKESHORE LEARNING MATERIALS LAKESHORE LEARNING	\$1,121.17	31822	Comp	R
00066687	03/18/22	14400 MAXWILL LLC	\$39.89	31822	Comp	R
00066688	03/18/22	13508 NAESP PA Principals Association	\$595.00	31822	Comp	O
00066689	03/18/22	6561 PERIPOLE INC	\$412.67	31822	Comp	R
00066690	03/18/22	10935 STAPLES ADVANTAGE STAPLES BUSINESS CREDIT	\$11.63	31822	Comp	R
00066691	03/22/22	13645 95 Percent Group Inc.	\$990.00	32222	Comp	R
00066692	03/22/22	1341 AIU Allegheny Intermediate Unit	\$120.00	32222	Comp	R
00066693	03/22/22	11535 BIG'S SANITATION	\$2,705.00	32222	Comp	R
00066694	03/22/22	299 BOROUGH OF GREEN TREE	\$1,233.23	32222	Comp	O
00066695	03/22/22	14414 MEGAN DISHER	\$335.00	32222	Comp	V
00066696	03/22/22	572 DUQUESNE LIGHT COMPANY DUQUESNE LIGHT COMPANY	\$3,952.36	32222	Comp	R
00066697	03/22/22	292 GRAINGER	\$286.99	32222	Comp	R
00066698	03/22/22	9805 JOHN R MEYERS PLUMBING/HEATING INC	\$2,505.00	32222	Comp	O
00066699	03/22/22	9130 JOSHUA KIRCHNER	\$658.00	32222	Comp	V
00066700	03/22/22	3506 LAKESHORE LEARNING MATERIALS LAKESHORE LEARNING	\$1,163.22	32222	Comp	R
00066701	03/22/22	13234 John Lyon	\$545.00	32222	Comp	R
00066702	03/22/22	11774 MAIELLO BRUNGO & MAIELLO LLP	\$20,735.22	32222	Comp	V
00066703	03/22/22	4919 MR JOHN	\$128.00	32222	Comp	R
00066704	03/22/22	3322 OFFICE DEPOT INC	\$3,176.51	32222	Comp	R
00066705	03/22/22	1926 PAPER PRODUCTS CO INC	\$816.38	32222	Comp	R
00066706	03/22/22	14415 SHAUGHNESSY & ASSOCIATES LLC Shaughnessy & Associates, LLC	\$79.65	32222	Comp	O
00066707	03/22/22	13247 TMS Equiparts	\$147.80	32222	Comp	R
00066708	03/22/22	10615 UNITED REFRIGERATION INC	\$14.58	32222	Comp	R
00066709	03/22/22	7313 UPS	\$43.05	32222	Comp	R
00066710	03/23/22	9130 JOSHUA KIRCHNER	\$20.00	32222	Comp	R
00066711	03/23/22	12937 Pittsburgh Pirates	\$638.00	32222	Comp	R
00066712	03/24/22	1341 AIU Allegheny Intermediate Unit	\$982.50	32422	Comp	R
00066713	03/24/22	9298 CONSOLIDATED COMMUNICATIONS	\$1,435.27	32422	Comp	R
00066714	03/24/22	13511 DIRECT ENERGY BUSINESS - GAS DIRECT ENERGY BUSINESS	\$13,897.87	32422	Comp	R
00066715	03/24/22	13484 JESSICA DOBSON	\$477.35	32422	Comp	R
00066716	03/24/22	572 DUQUESNE LIGHT COMPANY DUQUESNE LIGHT COMPANY	\$6,302.64	32422	Comp	O
00066717	03/24/22	12909 KELLY SERVICES INC KELLY SERVICES INC	\$7,936.56	32422	Comp	R
00066718	03/24/22	11569 SUZANNE LOCHIE	\$6,000.00	32422	Comp	O
00066719	03/24/22	11774 MAIELLO BRUNGO & MAIELLO LLP	\$1,555.00	32422	Comp	R

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Check	Date	Vendor Number & Name\ Remittance Name	Check Amount	Batch	Source	Stat
<b>10-0101-001-001-00-000-000 Cash -FNB - General Fund</b>						
00066720	03/24/22	14382 MOLLY'S PIZZA	\$77.00	32422	Comp	R
00066721	03/24/22	11954 PAECT	\$35.00	32422	Comp	O
00066722	03/24/22	14208 PASSPORT ACADEMY CHARTER SCHOOL	\$4,568.78	32422	Comp	R
00066723	03/24/22	12631 PEOPLES NATURAL GAS	\$5,323.01	32422	Comp	R
00066724	03/24/22	12907 PA Virtual Charter School Pennsylvania Virtual Charter School	\$3,663.72	32422	Comp	R
00066725	03/24/22	13891 ROBOTICS EDUCATION & COMPETITION FOUNDN Robotics Education&Competition	\$593.14	32422	Comp	R
00066726	03/24/22	10935 STAPLES ADVANTAGE STAPLES BUSINESS CREDIT	\$1,476.80	32422	Comp	O
00066727	03/24/22	14414 MEGAN DISHER	\$335.00	32422	Comp	V
00066728	03/25/22	1341 AIU Allegheny Intermediate Unit	\$778.10	32522	Comp	R
00066729	03/25/22	14234 JENNA PIERCE Brianna Pierce	\$249.80	32522	Comp	O
00066730	03/25/22	572 DUQUESNE LIGHT COMPANY DUQUESNE LIGHT COMPANY	\$3,476.03	32522	Comp	O
00066731	03/25/22	9718 MARK ELPHINSTONE	\$1,332.92	32522	Comp	R
00066732	03/25/22	14143 KELLINGTON PROTECTION SERVICE, LLC	\$3,719.20	32522	Comp	R
00066733	03/25/22	12909 KELLY SERVICES INC KELLY SERVICES INC	\$6,141.88	32522	Comp	O
00066734	03/25/22	14213 Persad Center, Inc.	\$1,500.00	32522	Comp	R
00066735	03/25/22	6618 SHOP 'N SAVE	\$580.89	32522	Comp	O
00066736	03/25/22	7420 UPMC	\$1,275.00	32522	Comp	R
00066737	03/29/22	13081 AssetGenie, Inc	\$8,334.55	32922	Comp	R
00066738	03/29/22	1341 AIU Allegheny Intermediate Unit	\$6,842.44	32922	Comp	R
00066739	03/29/22	14418 BRYAN AND LISA PYSOLA BRYAN AND LISA PYSOLA	\$1,080.28	32922	Comp	O
00066740	03/29/22	208 DORMONT BOROUGH Borough of Dormont	\$9,623.88	32922	Comp	O
00066741	03/29/22	10188 CDW Government LLC, CDW Government CDW Government	\$1,316.40	32922	Comp	O
00066742	03/29/22	572 DUQUESNE LIGHT COMPANY DUQUESNE LIGHT COMPANY	\$3,672.51	32922	Comp	O
00066743	03/29/22	11714 EDUCATION CTR AT THE WATSON INSTITUTE	\$76,259.46	32922	Comp	R
00066744	03/29/22	12894 Lincoln Park Performing Arts Charter Sch	\$9,687.02	32922	Comp	O
00066745	03/29/22	3322 OFFICE DEPOT INC	\$245.00	32922	Comp	O
00066746	03/29/22	565 PSERS	\$48.54	32922	Comp	O
00066747	03/29/22	12119 UGI ENERGY SERVICES LLC	\$7,356.43	32922	Comp	O
00066748	03/29/22	7492 WATSON INSTITUTE	\$24,108.48	32922	Comp	R
00066749	03/29/22	449 MT LEBANON PA Mt. Lebanon PA	\$35.00	32922	Comp	O
00066750	03/30/22	13677 REDPOINT ADVENTURES, LLC	\$1,575.00	33022	Comp	O
00066751	03/30/22	14414 MEGAN DISHER	\$335.00	33022	Comp	R
00066752	03/30/22	644 ALCOSE CREDIT UNION	\$1,262.42	2	Comp	O
00066753	03/30/22	11197 AMERICAN DREAM FUND	\$50.00	2	Comp	O
00066754	03/30/22	575 KEYSTONE OAKS EDUCATION ASSN	\$14,391.44	2	Comp	O
00066755	03/30/22	587 KEYSTONE OAKS ESPA-LOCAL	\$675.86	2	Comp	O
00066756	03/30/22	922 SEIU LOCAL32BJ	\$1,235.00	2	Comp	O
00066757	03/30/22	14419 Lakshmi Inc. Hampton Inn & Suites	\$6,653.26	33022	Comp	O

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<b>10-0101-001-001-00-000-000 Cash -FNB - General Fund</b>						
00066758	03/30/22	7130 DENNIS SARCHET	\$41.00	33022	Comp	O
00066759	03/30/22	13647 CRAIG WETZEL	\$46.50	33022	Comp	O

**Totals For Bank Account 10-0101-001-001-00-000-000 Cash -FNB - General Fund**

**Balance Sheet** 2,645,470.76

**Expenditure** 0.00

**Revenue** 0.00

	Total	Count		Total	Count
<b>Outstanding</b>	453,349.74	36	<b>Computer Check</b>	2,645,470.76	235
<b>Reconciled</b>	2,169,758.11	194	<b>Hand Check</b>	0.00	0
<b>Stop Payment</b>	0.00	0	<b>Wire Transfer</b>	0.00	0
<b>Voided</b>	22,362.91	5			
	<b>2,645,470.76</b>	<b>235</b>		<b>2,645,470.76</b>	<b>235</b>

**Keystone Oaks School District**  
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Check # 00001650 - 99985695

Check	Date	Vendor Number & Name\ Remittance Name	Check Amount	Batch	Source	Stat
<b>29-0101-001-000-00-000-000 CASH - FNB ATHLETICS</b>						
00003330	03/07/22	2562 PIONEER MANUFACTURING CO	\$1,304.35	3722	Comp	R
00003331	03/10/22	9718 MARK ELPHINSTONE	\$29.35	31022	Comp	R
00003332	03/14/22	12895 Institutional Specialties, Inc	\$2,520.00	31422	Comp	O
00003333	03/14/22	2562 PIONEER MANUFACTURING CO	\$749.16	31422	Comp	R
00003334	03/14/22	599 ROLLIER HARDWARE INC	\$213.19	31422	Comp	R
00003335	03/14/22	13713 VARSITY ATHLETIC APPAREL, INC.	\$127.25	31422	Comp	R
00003336	03/18/22	13465 MT. LEBANON GIRLS TRACK BOOSTERS	\$100.00	31822	Comp	O
00003337	03/18/22	10935 STAPLES ADVANTAGE STAPLES BUSINESS CREDIT	\$24.01	31822	Comp	R
00003338	03/22/22	11894 NOVA SPORTS	\$3,258.10	32222	Comp	R
00003339	03/24/22	14416 BLACKWOOD LAWN & TURF SERVICE	\$485.00	32422	Comp	O

**Totals For Bank Account 29-0101-001-000-00-000-000 CASH - FNB ATHLETICS**

**Balance Sheet** 8,810.41

**Expenditure** 0.00

**Revenue** 0.00

	Total	Count		Total	Count
<b>Outstanding</b>	3,105.00	3	<b>Computer Check</b>	8,810.41	10
<b>Reconciled</b>	5,705.41	7	<b>Hand Check</b>	0.00	0
<b>Stop Payment</b>	0.00	0	<b>Wire Transfer</b>	0.00	0
<b>Voided</b>	0.00	0			
	<b>8,810.41</b>	<b>10</b>		<b>8,810.41</b>	<b>10</b>



**Keystone Oaks School District  
March 2022 Combined Check Register 2021-2022**

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Check # 00001650 - 99985695

Check	Date	Vendor Number & Name\ Remittance Name	Check Amount	Batch	Source	Stat
<b>50-0101-001-000-00-000-000 CASH - FNB Cafeteria</b>						
00009631	03/02/22	14398 COLTON HUTCHINS FRANYA HUTCHINS	\$79.80	3222	Comp	R
00009632	03/14/22	1224 ABCO FIRE PROTECTION INC	\$360.00	31422	Comp	R
00009633	03/14/22	13919 ALFRED NICKLES BAKERY INC. ALFRED NICKLES BAKERY INC.	\$1,007.93	31422	Comp	R
00009634	03/14/22	11896 SCHNEIDER'S DAIRY INC SCHNEIDER'S DAIRY, INC.	\$4,476.47	31422	Comp	R
00009635	03/14/22	11725 US FOODS INC	\$9,395.66	31422	Comp	R
00009636	03/17/22	9787 ALLEGHENY COUNTY HEALTH DEPT Treasurer of Allegheny CO	\$135.00	31722	Comp	O

**Totals For Bank Account 50-0101-001-000-00-000-000 CASH - FNB Cafeteria**

Balance Sheet 15,454.86

Expenditure 0.00

Revenue 0.00

	Total	Count		Total	Count
Outstanding	135.00	1	Computer Check	15,454.86	6
Reconciled	15,319.86	5	Hand Check	0.00	0
Stop Payment	0.00	0	Wire Transfer	0.00	0
Voided	0.00	0			
	<b>15,454.86</b>	<b>6</b>		<b>15,454.86</b>	<b>6</b>