

BOARD OF SCHOOL DIRECTORS

WORK SESSION
TUESDAY, MARCH 8, 2022
7:00 PM

MINUTES

Call to Order	President Theresa Lydon called the meeting to order at 7:01 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.
Public Comment	<p>Public Comment</p> <p>Lainey Resetar Re: Statement in regard to High School Principal Mike Orsi KOEA President and Vice-President</p> <p>Elizabeth Buschbacher Re: Quarantine Guidelines Dormont Masks in School School Code</p>
Board President's Report	<p>BOARD PRESIDENT'S REPORT – Mrs. Theresa Lydon</p> <p>The following action items will be considered at the March 15, 2022 Business/Legislative Meeting:</p> <p><u>BOARD ACTION REQUESTED</u></p>
Board Minutes	<p>BOARD MINUTES</p> <p>It is recommended that the Board approve the Work Session Minutes of February 8, 2022 and the Business/Legislative Minutes of February 15, 2022.</p>
Health & Safety Plan	<p>HEALTH AND SAFETY PLAN CHANGE</p> <p>It is recommended that the Board amend the District's Health and Safety Plan to reflect the current changes made by the CDC on Friday, February 25, 2022.</p>
For Information Only	<p><u>FOR INFORMATION ONLY</u></p>

- Parkway West Career and Technology Center Report *Ms. Annie Shaw*
 - Fish Fridays are back at Parkway. Fridays from 2:00 – 6:00 p.m.
- SHASDA Report *Mr. Santo Raso*
- PSBA/Legislative Report *Mrs. Theresa Lydon*
 - Advocacy day is coming up on April 25.
 - Pandemic aid for lunch program may be coming to an end after the 2021/2022 school year.
- News from the Boroughs
 - Fish Fry at St. Anne’s is held every Friday during lent.
 - Castle Shannon is training a new police dog – Dixon.

Executive Session

EXECUTIVE SESSION – Executive Session was held following the Work Session to discuss personnel matters.

Pupil Personnel Report

PUPIL PERSONNEL REPORT – Dr. William P. Stropkaj

The following action items will be considered at the March 15, 2022 Business/Legislative Meeting:

BOARD ACTION REQUESTED

AIU Head Start Lease

ALLEGHENY INTERMEDIATE UNIT HEAD START LEASE AGREEMENT

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

For Information Only

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

Personnel Report

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

The following action items will be considered at the March 15, 2022 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Appointments

APPOINTMENTS

1. Substitute Custodian

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

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

2. Food Service Workers

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

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

3. Approval of Activity Stipends

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the Board approve the following individuals for the 2021/2022 school year:

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

Sabbatical Leave

SABBATICAL LEAVE

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

Finance Report

FINANCE REPORT – Mrs. Theresa Lydon

The following action items will be considered at the March 15, 2022 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Accounts Payable

ACCOUNTS PAYABLE APPROVAL LISTS THROUGH FEBRUARY 28, 2022

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

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

Program of Services

2022-2023 AIU PROGRAM OF SERVICES BUDGET – FINANCE DIVISION

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

For Information Only

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

Exoneration of Tax Collectors

EXONERATION OF TAX COLLECTORS

It is recommended that the Board approve the exoneration of the real estate tax collectors as outlined below:

**KEYSTONE OAKS SCHOOL DISTRICT – Castle Shannon
RESOLUTION NO. 02-22**

THE RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE KEYSTONE OAKS SCHOOL DISTRICT EXONERATING THE TAX COLLECTOR OF THE **BOROUGH OF CASTLE SHANNON**, NAMELY **EILEEN O'MALLEY** FOR THE TAXABLE YEAR OF 2021 IN ACCORDANCE WITH THE TAX COLLECTOR'S REPORT DATED _____.

WHEREAS, the Keystone Oaks School District is a corporation located at 1000 Kelton Avenue, Pittsburgh, PA 15216; and

WHEREAS, the Borough of Castle Shannon comprises one geographical area of the said Keystone Oaks School District; and

WHEREAS, *Eileen O'Malley* is the elected Tax Collector for the Borough of Castle Shannon and has collected taxes for the year of 2021 at a rate of 20.084 mills at face; and

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

NOW THEREFORE, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates ***Eileen O'Malley*** for taxes found to be delinquent and lien in the amount of \$_____ arising out of the collection of the 2021 tax duplicate in the amount of 20.084 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Castle Shannon Tax Collector, ***Eileen O'Malley***, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

ADOPTED this 15th day of March 2022.

ATTEST: _____ Keystone Oaks School District

BY: _____ BY: _____
Joseph A. Kubiak, Director of Finance & Theresa Lydon,
President, Human Resources Board of School
Directors

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

BY: _____
Maiello, Brungo & Maiello, LLP

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

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

WHEREAS, the Keystone Oaks School District is a corporation located at 1000 Kelton Avenue, Pittsburgh, PA 15216; and

WHEREAS, the Borough of Dormont comprises one geographical area of the said Keystone Oaks School District; and

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

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

NOW THEREFORE, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates ***Jordan Tax Service*** for taxes found to be delinquent and lien in the amount of _____ arising out of the collection of the 2021 tax duplicate in the amount of 20.084 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Dormont Tax Collector, ***Jordan Tax Service***, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

ADOPTED this 15th day of March 2022.

ATTEST:

Keystone Oaks School District

BY: _____
Joseph A. Kubiak, Director of Finance &
President,
Directors

Human Resources

BY: _____
Theresa Lydon,
Board of School

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

BY:

Maiello, Brungo & Maiello, LLP

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

THE RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE KEYSTONE OAKS SCHOOL DISTRICT EXONERATING THE TAX COLLECTOR OF THE **BOROUGH OF GREEN TREE**, NAMELY **BABETTE LEGLER** FOR THE TAXABLE YEAR OF 2021 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED _____.

WHEREAS, the Keystone Oaks School District is a corporation located at 1000 Kelton Avenue, Pittsburgh, PA 15216; and

WHEREAS, the Borough of Green Tree comprises one geographical area of the said Keystone Oaks School District; and

WHEREAS, *Babette Legler* is the elected Tax Collector for the Borough of Green Tree and has collected taxes for the year of 2021 at a rate of 20.084 mills at face; and

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

NOW THEREFORE, be it resolved by the Board of School Directors of the Keystone Oaks School District that the Board hereby exonerates ***Babette Legler*** for taxes found to be delinquent and lien in the amount of \$ _____ arising out of the collection of the 2021 tax duplicate in the amount of 20.084 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Green Tree Tax Collector, ***Babette Legler***, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

ADOPTED this 15th day of March 2022.

ATTEST: Keystone Oaks School District

BY: _____ BY: _____
Joseph A. Kubiak, Director of Finance & Theresa Lydon, President,
Human Resources Board of School
Directors

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

_____ BY:
Maiello, Brungo & Maiello, LLP

FOR INFORMATION ONLY

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

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

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

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

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF FEBRUARY 28, 2022

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

Activities & Athletics Report

ACTIVITIES & ATHLETICS REPORT – Mr. Thomas LaPorte

The following action items will be considered at the March 15, 2022 Business/Legislative Meeting:

BOARD ACTION REQUESTED

Advertise for Athletic Bids

ADVERTISE FOR ATHLETIC BIDS

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

Life of the Party Agreement

LIFE OF THE PARTY PRODUCTIONS, LLC AGREEMENT

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

For Information Only

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

- A discussion was held regarding the Prom.

Competitive Event

COMPETITIVE EVENT

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

Girls Basketball – Varsity

Greenville High School

March 9, 2022

Number of Students – 13

Activity Sponsor – Ron Muszynski

Total District Funds Requested - \$1,100.00

- Mr. Kubiak announced that we will have an additional Competitive Event added for next year as there are 25 students who qualified for the Odyssey of the Mind State Competition.
- Mrs. Donahue thanked everyone who helped with the regional competition for Odyssey of the Mind that was held at Keystone Oaks.

Public Comment

Public Comment

**Elizabeth Buschbacher
Dormont**

Re: Health and Safety Plan Agenda Item

Adjournment

ADJOURNMENT

On the motion of Mr. Raso, seconded by Mrs. Donahue, the meeting was adjourned at 7:20 p.m.

Motion passed 9-0

Respectfully submitted,

Joseph A. Kubiak
Board Secretary

Maureen S. Myers
Assistant Board Secretary