

KEYSTONE OAKS SCHOOL DISTRICT 1000 KELTON AVENUE PITTSBURGH, PA 15216

BOARD OF SCHOOL DIRECTORS

WORK SESSION TUESDAY, JUNE 8, 2021 7:00 PM

BUSINESS/LEGISLATIVE SESSION TUESDAY, JUNE 22, 2021 7:00 PM

KEYSTONE OAKS SCHOOL DISTRICT SCHOOL DIRECTORS' CALENDAR OF COMING EVENTS

June 8, 2021 – Work Session

7:00 PM Meeting

- Call to Order President
- Pledge of Allegiance
- Retiree Recognition
- World Competition Recognition Odyssey of the Mind
- Public Comment
- Review of Reports
- Public Comment
- Adjournment

June 22, 2021 - Business/Legislative

7:00 PM Meeting

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

BOARD PRESIDENT'S REPORT

June 22, 2021

Mrs. Theresa Lydon

BOARD ACTION REQUESTED

I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of May 11, 2021 and the Business/Legislative Minutes of May 18, 2021.

II. AUTHORIZATION TO HIRE NECESSARY STAFF

It is recommended that the Board authorize the Superintendent to hire the necessary staff for the start of the 2021/2022 school year subject to retroactive approval by the Board.

III. SUPERINTENDENT'S COMPENASTION 2021/2022

In compliance with the *Superintendent's Contract*, it is recommended that the board approve the 2021/2022 salary of for **William P. Stropkaj**, **Ed.D.**, effective July 1, 2021.

For Information Only

Dr. Stropkaj has indicated that he will not begin to accept the new salary until January 1, 2022, thus delaying the salary increase by six months. The salary will be pro-rated appropriately. Dr. Stropkaj indicated that due to the Act 93 members and the Director of Finance and Human Resources not receiving salary increases until January 2022, he will not accept his new salary until such time as well.

IV. APPOINTMENT OF VOTING DELEGATE FOR THE PSBA DELEGATE ASSEMBLY MEETING

It is recommended that the Board appoint **Mrs. Theresa Lydon** as the voting delegate to participate in the PSBA Delegate Assembly to be held virtually on Saturday, October 23, 2021.

V. EMERGENCY INSTRUCTIONAL PLAN FOR THE 2021/2022 SCHOOL YEAR

The Administration recommends the approval of the Emergency Instructional Time Plan for the 2021-2022 School Plan. This Plan is in compliance with Section 520.1 of the Pennsylvania School Code allowing the Keystone Oaks School District to have flexibility in meeting the minimum instructional time requirements for the 2021-2022 school year in the event that an emergency prevents the District from providing for the attendance of all students or usual hours of classes in the District.

For Information Only

This motion will allow the District to implement temporary provisions in response to the COVID-19 global pandemic. The District must meet the minimum requirements of 180 days of instruction and 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level through a combination of face-to-face and remote instruction, consistent with the requirements outlined in the Pennsylvania Department of Education's July 6, 2020, guidance.

FOR INFORMATION ONLY

I. Parkway West Career and Technology Center Report Mrs. Annie Shaw

II. SHASDA Report Mr. Santo Raso

III. PSBA/Legislative Report Mrs. Theresa Lydon

IV. News from the Boroughs

V. EXECUTIVE SESSION

SUPERINTENDENT'S REPORT

June 22, 2021

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. TECHNOLOGY INTEGRATION SPECIALIST

The Administration recommends the Board approve the employment of Donna O'Toole, Technology Integration Specialist, for a term effective July 1, 2021 through June 30, 2024, with a salary of \$58,000.00.

II. 2021/2022 CODES OF CONDUCT FOR STUDENTS

The Administration recommends that the Board approve the 2021/2022 Codes of Conduct for the Elementary Schools, Middle School, and High School.

For Information Only

The Codes of Conduct are guidelines for student rights and responsibilities as addressed in Board Policy No. 235 – *Students Rights and Responsibilities*.

III. POLICE MEMORANDUM OF UNDERSTANDING – CASTLE SHANNON

In compliance with the School Code, the Administration recommends the renewal of the Police Memorandums of Understanding between the Keystone Oaks School District and Castle Shannon Borough.

For Information Only

The MOU is the same verbiage as in the previous years, no changes.

IV. POLICE MEMORANDUM OF UNDERSTANDING – MOUNT LEBANON

In compliance with the School Code, the Administration recommends the renewal of the Police Memorandums of Understanding between the Keystone Oaks School District and Mount Lebanon.

For Information Only

The MOU is the same verbiage as in the previous years, no changes.

V. COMPENSATIONS 2021/2022

1. Coordinator of Communications and Public Relations

In compliance with the contract for the Coordinator of Communications and Public Relations, it is recommended that the Board approve a salary of \$________, for Mrs. Sarah Welch, effective July 1, 2021.

2. School Security Guard

In compliance with the contract for the School Security Guard, it is recommended that the Board approve a salary of \$ _______, for Ms. Beth Ann Padden, effective for the 2021/2022 school year.

3. <u>Custodial Supervisors Compensation 2021/2022</u>

In compliance with each of the following Custodial Supervisors individual contracts, it is recommended that the Board approve the following compensations for the 2021/2022 school year effective July 1, 2021:

<u>Name</u>	Position	2021/2022 Salary
Michael Hurley	Second Shift Supervisor	
Jesse Jeznis	First Shift Supervisor	
John Priore	Custodial Supervisor	

4. Information Technology Compensation 2021/2022

In compliance with each of the following individual contracts, it is recommended that the Board approve the following compensations for the 2021/2022 school year effective July 1, 2021:

<u>Name</u>	Position	2021/2022 Salary
William Black	Computer Support Specialist	
Anna Benvenuti	Technology Integration Specialist	
Rebecca Kaminsky	PIMS Coordinator/Child Accounting Clerk	y
Carol Persin	Technology Integration Specialist	
Justin Talbert	Systems Administrator	

5. Confidential Administrative Assistant's Compensation 2021/2022

In compliance with the *Confidential Employee Compensation Plan*, it is recommended that the Board approve the following compensations for the 2021/2022 school year effective July 1, 2021:

Name Position 2021/2022 Salary

Maureen Myers Confidential Administrative Assistant

Karen Wong Confidential Administrative Assistant

VI. REMOVAL OF POLICIES

It is recommended that the Board approve the removal of the following policies:

Policy 314.1: AIDS

Policy 319: Outside Activities

Policy 321: Political Activities

Policy 324: Personnel Files

Policy 325: Dress & Grooming

Policy 414.1: *AIDS*

Policy 419: Outside Activities

Policy 421: Political Activities

Policy 424: Personnel Files

Policy 425: Dress & Grooming

Policy 514.1: AIDS

Policy 519: *Outside Activities*

Policy 524: Personnel Files

Policy 525: Dress & Grooming

VII. PROFESSIONAL DEVELOPMENT

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

John Murphy Advanced Placement Virtual Institute \$2,400.00

AP Comparative Government & Politics

William & Mary APSI July 20 through 23, 2021

EDUCATION REPORT

June 22, 2021

Mrs. Theresa Lydon, Chairperson

BOARD ACTION REQUESTED

I. ADOPTION OF TEXTBOOKS FOR THE 2021/2022 SCHOOL YEAR

The Administration recommends the adoption and purchase (approximate cost listed below) of the following textbooks for the 2021/2022 school year:

<u>Textbook</u>	<u>Publisher</u>	Cost
Big Ideas Math: A Common Core Curriculum: Algebra 2, 2021 (includes six (6) year digital access)	Cengage Learning 136 copies	\$16,048.00 s @ \$118.00/each)
Big Ideas Math: A Common Core Curriculum: Algebra 1, 2021 (includes six (6) year digital access)	Cengage Learning 139 copies	\$16,042.00 (a) \$118.00/each)
Big Ideas Math: A Common Core Curriculum: Geometry, 2021 (includes six (6) year digital access)	Cengage Learning 156 copies	\$18,408.00 @ \$118.00/each)
Introduction to Personal Finance, 2019 (with six (6) year digital subscription) (Business Math Course)	Harcourt 40 copies	\$7,208.00 s @ \$180.00/each)
Impact Social Studies: Communities (Third Grade) (with five (5) year digital access)	McGraw Hill 190 copie	\$11,519.70 es @ \$60.93/each)
Impact Social Studies: Regions of the United States (Fourth Grade) (with five (5) year digital access)	McGraw Hill 143 copie	\$8,005.14 es @ \$55.98/each)
Impact Social Studies: U.S. History (Fifth Grade) (with five (5) year digital access)	McGraw Hill 138 copie	\$9,513.72 es @ \$68.94/each)

For Information Only

All costs will be paid from ESSER 2 Grant

PUPIL PERSONNEL REPORT

June 22, 2021

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. CHILDREN'S INSTITUTE – ESY AGREEMENT

The Administration recommends that the Board approve the ESY Agreement between The Children's Institute and the Keystone Oaks School District to provide services to a District student.

II. ALLEGHENY INTERMEDIATE UNIT: NOTICE OF ADOPTION OF POLICIES, PROCEDURES & USE OF FUNDS FOR THE 2021/2022 SCHOOL YEAR

The Administration recommends that the Board approve the Allegheny Intermediate Unit Notice of Adoption of Policies, Procedures and Use of Funds for the 2021/2022 school year in compliance with the federal requirements of 34 CFR PART 300.

III. ALLEGHENY INTERMEDIATE UNIT – EDUCATIONAL SERVICES AGREEMENT 2021/2022

The Administration recommends that the Board approve the Allegheny Intermediate Unit's Education Services Agreement for the 2021/2022 school year.

For Information Only

This agreement reflects Special Education and Pupil Personnel services if and when these services would be incurred.

IV. ALLEGHENY INTERMEDIATE UNIT – SPECIAL EDUCATION ADDENDUM 2021/2022

The Administration recommends that the Board approve the Allegheny Intermediate Unit's Special Education Addendum 2021/2022.

For Information Only

This agreement reflects Special Education and Pupil Personnel services if and when these services would be incurred.

PERSONNEL REPORT

June 22, 2021

Mr. Matthew Cesario, Chairperson

BOARD ACTION REQUESTED

I. TEACHER LOAD COMPENSATION – FIRST SEMESTER

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement* 2020-2026, it is recommended that the following individuals be compensated for the first semester of the 2020/2021 school year:

Secondary Teacher Stipends for Teaching 7 out of 8 Periods

Emily Brill	\$1,000.00
Matthew Richert	\$1,000.00

II. TEACHER LOAD COMPENSATION – SECOND SEMESTER

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement* 2020-2026, it is recommended that the following individuals be compensated for the second semester of the 2020/2021 school year:

1. Secondary Teacher Stipends for Teaching 7 out of 8 Periods

Emily Brill	\$1,000.00
Matthew Richert	\$1,000.00

2. Secondary Teacher Stipends for Class Size at 30 or Above

Linda Celli	\$1,000.00
Teresa Davidson	\$1,000.00
Kenneth Hustava	\$2,000.00
Mark Kopper	\$1,000.00
Steve McCormick	\$2,000.00
John Murphy	\$1,000.00
Nadine Pisani	\$1,000.00

3. Elementary Teacher Stipends for Class Size at 24 or Above

Andrew Bell	\$4,000.00
Katie Boris	\$4,000.00
Jessica Clegg	\$3,000.00
Nikki McKiernan	\$3,000.00

III. MENTOR TEACHERS

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement* 2020-2026, it is recommended that the Board approve the following mentor teachers be approved and receive payment for the 2020/2021 school year:

Year 1 Inductees

Kevin Prince	\$1,450.00
Beth Salimbene	\$725.00
Mark Elphinstone	\$362.50
Michael Orsi	\$362.50
Carrie Quinn	\$725.00
Wendy Mariutto	\$725.00
Selena Bixler	\$725.00
Lisa McMahon	\$725.00
Nikki Kochanski	\$725.00
Melissa Purkiss	\$725.00
Kristie Rosgone	\$725.00
Jen Harke	\$725.00
Heather Hardy	\$725.00
Kathy Morrow	\$725.00
Lauren Obringer	\$725.00

Year 2 Inductees

Aaron Colf	\$725.00
Kim Gray	\$725.00
Kristie Rosgone	\$1,450.00

IV. POST SEASON COACHING STIPEND

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

Baseball

Nick Kamberis	\$100.00
Ken Hustava	\$100.00
John McCarthy	\$100.00
Ron Muszynski	\$100.00
Jacob Rady	\$100.00

Boys Tennis

Leslie Leopold	\$200.00
James Svidron	\$200.00

Boys Volleyball

Mike Mull	\$100.00
Jordan Zange	\$100.00

Softball

Mark Kaminski	\$100.00
Brianna Fischer	\$100.00
Melissa Benicasa	\$100.00

Track and Field

Felix Yerace	\$100.00
Erica Ragan	\$100.00
Jeff Sieg	\$100.00
Christian Friday	\$100.00

V. EXTENDED SCHOOL YEAR STAFF

The Administration recommends that the Board approve the following personnel for the Extended School Year Program:

Name	Position

Hope Harris	Special Education Teacher
Matthew Richert	Special Education Teacher

FINANCE REPORT

June 22, 2021

Ms. Raeann Lindsey, Chairperson

BOARD ACTION REQUESTED

I. APPROVAL OF THE 2021/2022 FINAL BUDGET

The Administration recommends the adoption of the 2021/2022 Final Budget in accordance with Section 68 of the School Code of Pennsylvania.

For Information Only

The 2021/2022	Final Budget is estimated a	t Expenditures of \$. The expected Revenues
will be \$	with the levying of	mills. This reflects a	%
(increase/decre	(ase) from the 2020/2021 sch	nool year.	

II. PENNSYLVANIA SCHOOL BOARDS ASSOCIATION

It is recommended that the Board approve the annual membership in the Pennsylvania School Boards Association for the 2021/2022 school year in the amount of \$14,729.83.

For Information Only

While PSBA froze their membership dues for the second year in a row, the cost for the 2021/2022 school year represents increase of \$764.15 due to the addition of additional services offered by PSBA.

III. ACCOUNTS PAYABLE APPROVAL LISTS THROUGH MAY 31, 2021

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

		TOTAL	\$698,414.41
D.	Capital Reserve as of May 31, 2021 (None)		\$0.00
C.	Athletics as of May 31, 2021 (Check No. 3261-3270)		\$5,926.87
В.	Food Service Fund as of May 31, 2021 (Check No. 955)	8-9564)	\$21,365.51
A.	General Fund as of May 31, 2021 (Check No. 64357-64	527)	\$671,122.03

IV. INVESTMENTS

It is recommended that in accordance with **Board Policy 005 - Organization**, the Board approve the following as authorized depositories for the purpose of investing School District funds:

- First National Bank
- Bank of New York Mellon
- Pennsylvania Local Government Investment Trust (PLGIT)
- Pennsylvania School District Liquid Asset Fund (PSDLAF)
- INVEST (Treasurer's Department)

V. BANKING

It is recommended that in accordance with **Board Policy No. 005 – Organization**, the Board approve the following as designation depositories:

First National Bank Activity	ies and Athletic Funds
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Capital Expenditure Fund Compensated Absences Fund Food Service General Fund

OPEB Fund Payroll

Others as approved by the School Board.

VI. DISTRICT INSURANCE POLICIES 2021/2022

It is recommended that the Board approve the District's insurance policies as listed:

•	CM Regent (Commercial Property)	\$85,022.00
•	CM Regent (Commercial General Liability)	\$21,089.00
•	CM Regent (Commercial Crime)	\$831.00
•	CM Regent (Commercial Automobile)	\$4,746.00
•	CM Regent (Educators Legal Liability)	\$13,313.00
•	CM Regent (Educators Excess Liability)	\$9,912.00
•	CM Regent (Equipment)	\$7,625.00
•	BCS (Cyber)	\$11,856.00

• UPMC (Workers' Compensation)

\$107,552.00

TOTAL \$261,946.00

For Information Only

This cost represents a decrease of \$2,004.00 or 0.8% from the 2020/2021 insurance costs.

VII. CURRENT 511 TAXES

It is recommended that the Board approve the Current Act 511 Taxes including local service tax (\$5.00/per working individual); earned income tax (0.5%); and real estate transfer tax (0.5%) for the 2021/2022 school year.

FOR INFORMATION ONLY

I. EXPENDITURE/REVENUE 2020 – 2021 BUDGET to ACTUAL / PROJECTION

ACCT	DESCRIPTION	2020-2021 BUDGET TOTAL	2020-2021 11 MONTH MAY/ACTUAL	OVER (UNDER) BUDGET
Rever	nue			
6000	Local Revenue Sources	\$ 29,055,241	\$ 30,105,611	\$ 1,050,370
7000	State Revenue Sources	\$ 12,349,006	\$ 10,064,099	\$ (2,284,907)
8000	Federal Revenue Sources	\$ 946,330	\$ 1,102,561	\$ 156,231
Total	Revenue	\$ 42,350,577	\$ 41,272,271	\$ (1,078,306)
				(OVER) UNDER BUDGET
Exper	nditures			_
100	Salaries	\$ 17,502,435	\$ 13,168,134	\$ 4,334,301
200	Benefits	\$ 10,794,110	\$ 8,359,928	\$ 2,434,182
300	Professional/Technical			
	Services	\$ 1,863,096	\$ 1,335,689	\$ 527,407
400	Property Services	\$ 1,124,200	\$ 909,051	\$ 215,149
500	Other Services	\$ 5,242,271	\$ 4,099,968	\$ 1,142,303
600	Supplies/Books	\$ 1,334,927	\$ 1,333,532	\$ 1,395
700	Equipment/Property	\$ 328,850	\$ 993,679	\$ (664,829)
800	Other Objects	\$ 490,420	\$ 464,129	\$ 26,291
900	Other Financial Uses	\$ 4,500,000	\$ 4,500,000	\$
Total	Expenditures	\$ 43,180,309	\$ 35,164,110	\$ 8,016,199
	nues exceeding nditures	\$ (829,732)	\$ 6,108,161	\$ 6,937,893
	Financing es/(Uses) Interfund Transfers In (Out)	\$ -	\$ <u>-</u>	\$ _

II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF MAY 31, 2021

Bank Account - Status	N	Middle / High School		Athletics
Cash Balance - 5/1/2021	\$	73,309.44	\$	8,668.74
Deposits	\$	6,997.11	\$	0.78
Subtotal	\$	80,306.55	\$	8,669.52
Expenditures	\$	1,615.29	\$	5,281.10
Cash Balance - 5/31/2021	\$	78,691.26	\$	3,388.42

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF MAY 31, 2021

		BALANCE
GENERAL FUND		
FNB BANK	\$	1,651,080
PAYROLL (pass-thru account)	\$	19,164
FNB SWEEP ACCOUNT	\$	-
ATHLETIC ACCOUNT	\$	3,388
PLGIT	\$	5,371,895
FNB MONEY MARKET	\$	2,151,449
PSDLAF	\$	162,296
INVEST PROGRAM	\$	181,720
OTHER POST-EMPLOYMENT BENEFITS	\$	1,986,858
COMPENSATED ABSENCES	\$	430,608
	\$	11,958,458
CAFETERIA FUND FNB BANK	\$	122,027
PLGIT	<u>\$</u>	73,550 195,577
	—	195,577
CONSTRUCTION FUND / CAP RESERVE		
FNB BANK	\$	44,659
PLGIT - G.O. BOND SERIES C OF 2014/12-19	\$	801
	\$	45,460
GRAND TOTAL 17	\$	12,199,495

BUILDINGS & GROUNDS REPORT

June 22, 2021

Mr. Santo Raso, Chairperson

BOARD ACTION REQUESTED

I. AGREEMENT BETWEEN THE AMERICAN NATIONAL RED CROSS – SOUTWESTERN PA CHAPTER AND KEYSTONE OAKS SCHOOL DISTRICT

It is recommended that the Board approve the Facility Use Agreement between the American National Red Cross – Southwestern PA Chapter and the Keystone Oaks School District.

For Information Only

This agreement allows The American National Red Cross to have Keystone Oaks Middle and High School as their emergency shelter should a National Disaster occur.

II. SELLING OF DUMP TRUCK

It is recommended that the Board approve the selling of the 2007 Ford F450 Dump Truck.

ACTIVITIES & ATHLETICS REPORT

June 22, 2021

Mr. Thomas LaPorte, Chairperson

BOARD ACTION REQUESTED

I. COMPETITIVE EVENT

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

Odyssey of the Mind, World Competition (Level III) April 30, 2021 Virtual Event Number of Students – 21

Activity Sponsor – Jessica Dobson

Total District Funds Requested - \$517.05 (\$27.15 per person)

II. EXTRA ATHLETIC WORKERS – 2021/2022 SCHOOL YEAR

It is recommended that the Board approve the following individuals as extra athletic workers for the 2021/2022 school year:

Roiann Backstrom Rick Keebler Christina DeAngelis Clare Moore Andy Bell Josh Kirchner **Evan Wiessert** Ed Nock Hope Harris Beth Papotnik Trista Boyes Nancy Kramer Keith Buckley Bill Ketrow Craig Lawhead Jordan Zange Louis Lippert Dean Sandonas Patty Constatini Amy Longo Beth Padden Jeremy Diven John McCarthy Jenna Ross Kelly Connolly Steve McCormick Caitlin Hogel CJ Thomas TJ O'Farrell Andrew Bell Paul Elphinstone **Christian Erny** Mike Orsi Diane Ferguson **Greg Perry** Mike Orosz Jennifer Freese Sam Simon Bruce Hrivnak Judy Fritz Bill Simon Erin Feeney Pat Reilly Donda Snell Richard Archer Sue Grand Amy Torcaso John Hoffman Ken Hustava Bill Irvine Jerry Tuite Ron Muszynski Lainey Resetar Madeline Morris Nick Kamberis Jeff Sieg Kim Smykal Kelly Diven Meghan O'Brien Ryan Warner Allyson Culp Judy Wareham Jonathan Kovac