



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

BOARD OF SCHOOL DIRECTORS

**WORK SESSION
TUESDAY, FEBRUARY 11, 2025
7:00 PM**

**BUSINESS/LEGISLATIVE SESSION
TUESDAY, FEBRUARY 18, 2025
7:00 PM**

KEYSTONE OAKS SCHOOL DISTRICT SCHOOL DIRECTORS' CALENDAR OF EVENTS

Tuesday, February 11, 2025 – Work Session

7:00 PM Meeting

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

Tuesday, February 18, 2025 – 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

FEBRUARY 18, 2025

Mrs. Tamara Donahue

BOARD ACTION REQUESTED

I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of January 11, 2025 and the Business/Legislative Minutes of January 18, 2025.

FOR INFORMATION ONLY

- | | | |
|-------------|--------------------------------------------------|--------------------------|
| I. | Parkway West Career and Technology Center Report | <i>Mrs. Shaw</i> |
| II. | SHASDA Report | <i>Mr. Raso</i> |
| III. | PSBA/Legislative Report | <i>Mrs. Lydon</i> |
| IV. | News from the Boroughs | |
| V. | EXECUTIVE SESSION | |

SUPERINTENDENT'S REPORT

FEBRUARY 18, 2025

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. ADOPTION OF THE 2025/2026 SCHOOL YEAR CALENDAR

It is recommended that the Board approve the adoption of the 2025/2026 school year calendar as presented by the Superintendent. *(Pages 5 – 6)*

II. SECOND READING POLICY 610: PURCHASES SUBJECT TO BID/QUOTATION

It is recommended that the Board approve the SECOND READING of Policy 610: *Purchases Subject to Bid/Quotation*.

III. SECOND READING POLICY 611: PURCHASES BUDGETED

It is recommended that the Board approve the SECOND READING of Policy 611: *Purchases Budgeted*.

IV. PROFESSIONAL DEVELOPMENT

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

Richard Smith	PMEA Western Region Orchestra	\$820.00
	Richland High School	
	Johnstown, PA	
	February 20 – 22, 2025	

KEYSTONE OAKS SCHOOL DISTRICT 2025-2026 SCHOOL CALENDAR

August 2025				
Mo	Tu	We	Th	Fr
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

September 2025				
Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

October 2025				
Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

November 2025				
Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

December 2025				
Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

January 2026				
Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

February 2026				
Mo	Tu	We	Th	Fr
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

March 2026				
Mo	Tu	We	Th	Fr
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

April 2026				
Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

May 2026				
Mo	Tu	We	Th	Fr
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

June 2026				
Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

July 2026				
Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

- First & Last Student Day
- Early Dismissal(s) for Students
- Professional Development and/or Clerical
- Act 80 Day – Two-hour late start for Students
- Holiday Dates – No School

KEYSTONE OAKS SCHOOL DISTRICT 2025-2026 SCHOOL CALENDAR

STUDENT / TEACHER DAYS

		<u>Month</u>	<u>Student</u>	<u>Teacher</u>
August 18, 19	Professional Development			
August 20	Clerical			
August 21	First Day for Students	August	7	10
September 1	Labor Day (No School)	September	21	21
October 27	Professional Development/Clerical	October	22	23
November 4	Parent/Guardian Teacher Conferences			
November 27 – Dec. 1	Thanksgiving Vacation (No School)	November	17	18
December 24 - 31	Winter Recess (No School)	December	16	16
January 1 - 2	Winter Recess (No School)			
January 16	Clerical			
January 19	No School	January	18	19
February 16	Presidents' Day (No School)	February	19	19
March 27	Professional Development/Clerical	March	21	22
April 3 - 6	Spring Break	April	20	20
May 19	Professional Development			
May 30	Memorial Day (No School)	May	19	20
June 4	Last Day for Students			
June 5	Last Day for Teachers; Clerical	June	4	5
			<u>184</u>	<u>193</u>

FACULTY DAYS

August 18, 19, 2025	Professional Development
August 20, 2025	Clerical
November 4, 2025	Parent/Guardian Teacher Conferences
January 16, 2026	Clerical
May 19, 2026	Professional Development
June 9, 2026	Clerical

ACT 80 DAYS (Two-Hour Late Start for Students)

October 13, 2025
February 9, 2026
March 9, 2026

PARAPROFESSIONAL DAYS

August 18, 2025	Professional Development
August 19, 2025	Professional Development
May 19, 2026	Training

MAKE-UP DAYS

December 1, 2025
February 16, 2026
April 6, 2026
May 19, 2026
June 5, 2026

END OF GRADING PERIODS

October 24, 2025	End of First Grading Period
January 15, 2026	End of Second Grading Period
March 25, 2026	End of Third Grading Period
June 4, 2026	End of Fourth Grading Period

PUPIL PERSONNEL REPORT
FEBRYARY 18, 2025

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. MAXIM HEALTHCARE SERVICES AGREEMENT AMENDMENT

It is recommended that the Board approve the Education Institute Agreement Amendment between Maxim Healthcare Services and the Keystone Oaks School District effective January 21, 2025.

For Information Only

The Amendment changes the hourly licensed practical nurse, hourly registered nurse and hourly school nurse rate. All other terms and conditions will remain unchanged as stated in the Agreement effective August 1, 2024.

II. DUAL CREDIT AGREEMENT – SETON HILL UNIVERSITY

It is recommended that the Board approve the Dual Credit Agreement between Seton Hill University and Keystone Oaks School District effective July 1, 2025 through June 30, 2028.

PERSONNEL REPORT

FEBRUARY 18, 2025

Mrs. Tamara Donahue, Co-Chairperson
Ms. Emily Snyder, Co-Chairperson

BOARD ACTION REQUESTED

I. RETIREMENTS UNDER THE EARLY RETIREMENT INCENTIVE PROGRAM FOR PROFESSIONAL EMPLOYEES 2024/2025

The Administration recommends that the Board accept the letter of retirement from the following individuals under the *Early Retirement Incentive Program for Professional Employees*:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Teresa Bailey	ELA/Middle School	June 30, 2026
Deborah Bucek	Teacher/Dormont	June 30, 2025
Dana Goimarac	Teacher/Aiken	End of the 1st Semester of the 2025/2026 school year
Kenneth Hustava	Phys. Ed./High School	June 30, 2026
Kerry Karapandi	Music/Elementary	End of the 1st Semester of the 2025/2026 school year
Craig Lawhead	Counselor/Aiken	June 30, 2026
Kathleen Morrow	ESL/High School	End of the 1st Semester of the 2025/2026 school year
John Murphy	Social Studies/High School	June 30, 2026
Judith Tredway	Teacher/Dormont	June 30, 2025
Theresa Twyman	Teacher/Myrtle	June 30, 2026
Nicole Varrenti	Counselor/High School	June 30, 2026

II. RETIREMENT UNDER THE EARLY RETIREMENT INCENTIVE PROGRAM FOR NON-PROFESSIONAL EMPLOYEES 2024/2025

The Administration recommends that the Board accept the letter of retirement from the following individual under the *Early Retirement Incentive Program for Non-Professional Employees*:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Years of Service</u>
Beth Ann Padden	School Security Guard	June 30, 2025	36

III. RETIREMENT

It is recommended that the Board accept the following retirement:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Years of Service</u>
Gennaro Bozzo	Custodian	June 6, 2025	19

IV. RESIGNATIONS

It is recommended that the Board accept the following resignations:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Melissa Baltutat	Food Service Worker	January 29, 2025
Kathryn Prosser	Paraprofessional	February 7, 2025

IV. APPOINTMENTS

1. Project Succeed Instructor 2024/2025

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the Board approve the following individual as a Project Succeed Instructor for the 2024/2025 school year:

Joseph Villani

2. Activity Stipends – 2025/2026 School Year

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 2024/2025 school year:

<u>Activity</u>	<u>Position</u>	<u>Sponsor</u>	<u>Stipend</u>
Baseball (Varsity)	Head Coach	Nick Riggle	\$5,000.00
	Assistant	Tony Liebro	\$2,500.00

Baseball (JV)	Head Coach	Josh Beck	\$2,500.00
Musical (Elementary)	Assistant	Carol Smith	\$2,500.00
	Assistant	Zachary Smith	\$2,500.00
Softball (Varsity)	Head Coach	Keith Buckley	\$5,000.00
	Assistant	Richard Barrett	\$2,500.00
Softball (JV)	Head Coach	Dan Smith	\$2,500.00
Tennis (Boys)	Head Coach	Leslie Leopold	\$5,000.00
	Assistant	Kieran Gorman	\$2,500.00
Track (Varsity, Co-Ed)	Head Coach	Jim Feeney	\$5,000.00
	Assistant	Donnie Burns	\$3,333.00
	Assistant	Lauryn Greggs	\$3,333.00
	Assistant	Mike Orosz	\$3,333.00
Track (MS, Co-Ed)	Head Coach	Carly Devine	\$3,000.00
	Assistant	Dennis Sarchet	\$2,500.00
	Assistant	Russ Klein	\$2,500.00
	Assistant	Craig Wetzell	\$2,500.00
Volleyball (Boys)	Head Coach	Mark Tortorella	\$6,500.00
	Assistant	Cole Fernandez	\$3,250.00

VI. TEACHING LOAD COMPENSATION

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the Board approve the following individuals' compensation for the first semester of the 2024/2025 school year:

1. Secondary Teacher Stipends Teaching 7 out of 8 Periods

Carol Smith	\$1,000.00
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2. Secondary Teacher Stipends for Class Sizes at 30 or Above

Carolyn Manko	\$3,000.00
Lori DeMartino	\$3,000.00
Steve McCormick	\$677.30

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

Tia Pfeuffer	\$4,000.00
Laura Miller	\$416.80

4. Elementary Special Education Teacher Stipends for Teaching more than One Course during the same Period

Jocelyn Hiber

\$2,000.00

For Information Only

Stipend amounts listed above are calculated on a per class basis and bargaining unit members are compensated \$1,000.00 per class that meets the criteria listed above. Prorated stipends indicate a portion of the semester met the above criteria.

VII. FAMILY AND MEDICAL LEAVE

It is recommended that the Board approve the following individual for Family and Medical Leave:

Employee #4389 – March 30, 2025 – June 9, 2025

FINANCE REPORT

FEBRUARY 18, 2025

Mr. Nafis Hill, Chairperson

BOARD ACTION REQUESTED

I. ACCOUNTS PAYABLE APPROVAL LISTS THROUGH JANUARY 31, 2025

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

A. General Fund as of January 31, 2025 (Check No. 74065-74278)	\$1,293,679.06
B. Food Service Fund as of January 31, 2025 (Check No. 9921-9932)	\$52,100.70
C. Athletics as of January 31, 2025 (None)	\$0.00
D. Capital Reserve as of January 31, 2025 (None)	\$0.00
TOTAL	\$1,345,779.76

II. PARKWAY WEST CAREER & TECHNOLOGY CENTER BUDGET

1. The Administration recommends that the Board approve the Parkway West General Operating and Jointure Budget for the 2025/2026 school year as follows:

20025/2026

• Parkway West General Operation Budget	\$9,603,622.00
• Parkway West Jointure Budget	\$1,076,716.00
2. Keystone Oaks School District's Estimated Share of Budget	
• Parkway West General Operation Budget	\$593,602.76
• Parkway West Jointure Budget	\$47,527.78

For Information Only

The District's estimated share toward the General Operating Budget reflects an increase of \$22,731.13. The District's estimated share toward the Jointure Budget reflects an increase of \$7,333.79.

FOR INFORMATION ONLY**I. EXPENDITURE/REVENUE 2024 – 2025 BUDGET to ACTUAL / PROJECTION**

ACCT	DESCRIPTION	2024-2025 BUDGET TOTAL	2024-2025 7 MONTH JANUARY/ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 33,846,624	\$ 30,333,030	\$ (3,513,594)
7000	State Revenue Sources	\$ 14,399,956	\$ 7,556,172	\$ (6,843,784)
8000	Federal Revenue Sources	\$ 959,403	\$ 108,437	\$ (850,966)
Total Revenue		\$ 49,205,983	\$ 37,997,638	\$ (11,208,345)

				(OVER) UNDER BUDGET
Expenditures				
100	Salaries	\$ 22,081,671	\$ 9,746,630	\$ 12,335,041
200	Benefits	\$ 14,214,529	\$ 7,034,931	\$ 7,179,598
300	Professional/Technical Services	\$ 2,320,940	\$ 1,189,046	\$ 1,131,894
400	Property Services	\$ 1,586,550	\$ 625,389	\$ 961,161
500	Other Services	\$ 5,749,351	\$ 3,107,622	\$ 2,641,729
600	Supplies/Books	\$ 2,399,763	\$ 1,287,017	\$ 1,112,746
700	Equipment/Property	\$ 1,056,771	\$ 703,967	\$ 352,804
800	Other Objects	\$ 101,910	\$ 35,570	\$ 66,340
900	Other Financial Uses	\$ -	\$ 1,218,647	\$ (1,218,647)
Total Expenditures		\$ 49,511,485	\$ 24,948,820	\$ 24,562,665

Revenues exceeding Expenditures	\$ (305,502)	\$ 13,048,818	\$ 13,354,320
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**Other Financing
Sources/(Uses)**

Interfund Transfers In (Out)	\$ -	\$ -	\$ -
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II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF JANUARY 31, 2025

Bank Account - Status	Middle / High School	Athletics
Cash Balance - 01/01/2025	\$ 341,521.52	\$ 93,528.18
Deposits	\$ 7,330.84	\$ 3,780.41
Subtotal	\$ 348,852.36	\$ 97,308.59
Expenditures	\$ 9.99	\$ -
Cash Balance - 01/31/2025	\$ 348,842.37	\$ 97,308.59

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF JANUARY 31, 2025

BALANCE

GENERAL FUND

FNB BANK	\$ 1,801,139
PAYROLL (pass-thru account)	\$ 6,909
FNB SWEEP ACCOUNT	\$ -
ATHLETIC ACCOUNT	\$ 97,309
PLGIT	\$ 14,557,765
FNB MONEY MARKET	\$ 4,949,636
PSDLAF	\$ 182,274
INVEST PROGRAM	\$ 204,168
OTHER POST-EMPLOYMENT BENEFITS	\$ 2,182,175
COMPENSATED ABSENCES	\$ 473,071
	\$ 24,454,447

CAFETERIA FUND

FNB BANK	\$ 314,974
PLGIT	\$ 2,171,296
	\$ 2,486,270

CONSTRUCTION FUND / CAP RESERVE

FNB BANK	\$ 45,408
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 902
	\$ 46,310

GRAND TOTAL

\$ 26,987,026

ACTIVITIES & ATHLETICS REPORT

FEBRUARY 18, 2025

Mr. Tom LaPorte, Chairperson

BOARD ACTION REQUESTED

I. EXTRA ACTIVITY WORKER – 2024/2025 SCHOOL YEAR

It is recommended that the Board approve the following individual as an extra activity worker for the 2024/2025 school year:

Taylor Hudson