



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

BOARD OF SCHOOL DIRECTORS

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

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

KEYSTONE OAKS SCHOOL DISTRICT SCHOOL DIRECTORS' CALENDAR OF EVENTS

Tuesday, March 11, 2025 – Work Session

7:00 PM Meeting

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

Tuesday, March 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

MARCH 18, 2025

Mrs. Tamara Donahue

BOARD ACTION REQUESTED

I. BOARD MINUTES

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

FOR INFORMATION ONLY

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|-------------|--|--------------------------|
| 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

MARCH 18, 2025

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. BOROUGH OF DORMONT DONATION

It is recommended that the Board approve a donation from the Borough of Dormont of a 2014 Ford Explorer Police Interceptor SUV.

II. DONATION TO HIGH SCHOOL LIBRARY

It is recommended that the Board approve a monetary donation to the high school library in the amount of \$200.00 from The Literary Ladies.

For Information Only

The Literary Ladies are a book club of Keystone Oaks retirees.

III. PROFESSIONAL DEVELOPMENT

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

William Eibeck	58 th NafME Eastern Division In-Service Conference Connecticut Convention Center Hartford, CT April 24 – 26, 2025	\$1,400.00
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EDUCATION REPORT

MARCH 18, 2025

Mrs. Tamara Donahue, Chairperson

BOARD ACTION REQUESTED

I. ALLEGHENY INTERMEDIATE UNIT MEMORANDUM OF UNDERSTANDING

It is recommended that the Board approve 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.

COMMUNICATIONS REPORT

MARCH 18, 2025

Ms. Emily Snyder, Chairperson

I. PARENTSQUARE/SMARTSITES AGREEMENT

It is recommended that the Board approve the agreement with ParentSquare / SmartSites for content management and hosting services through June 30, 2028. The cost of services is as follows:

- \$3,000 due upon approval to begin onboarding the new website
- \$2,850 for the 2025-2026 school year
- \$2,850 for the 2026-2027 school year
- \$2,850 for the 2027-2028 school year

II. ALLEGHENY INTERMEDIATE UNIT AGREEMENT

It is recommended that the Board approve the agreement with the Allegheny Intermediate Unit for graphic design services related to the district's logos. The cost of the project is not to exceed \$3,870.00.

PUPIL PERSONNEL REPORT

MARCH 18, 2025

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. ALLEGHENY INTERMEDIATE UNIT: NOTICE OF ADOPTIONS OF POLICIES, PROCEDURES, AND USE OF FUNDS FOR THE 2025/2026 SCHOOL YEAR

It is recommended that the Board approve the Allegheny Intermediate Unit Notice of Adoption of Policies, Procedures, and Use of Funds for the 2025/2026 school year in accordance with federal requirements of 34 CFR PART 300.

II. IDEA – PART B: USE OF FUNDS AGREEMENT 2025/2026

It is recommended that the Board approve the sub-grant agreement for Implementation of Individuals with Disabilities Act – Part B, by and between the Allegheny Intermediate Unit and the Keystone Oaks School District, effective July 1, 2025 through June 30, 2026.

III. CLIENT SERVICES AGREEMENT

It is recommended that the Board approve the Client Services Agreement between Soliant and the Keystone Oaks School District effective February 25, 2025 through June 6, 2025 for Special Education Teleservices for a District student at an hourly rate of \$85.00/per hour.

IV. CLIENT SERVICES AGREEMENT

It is recommended that the Board approve the Client Services Agreement between Soliant and the Keystone Oaks School District effective February 25, 2025 through June 6, 2025 for Speech Teleservices for a District student at an hourly rate of \$115.00/per hour.

PERSONNEL REPORT

MARCH 18, 2025

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

BOARD ACTION REQUESTED

I. 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>
Patricia Costantini	Paraprofessional	June 2, 2025	19

II. APPOINTMENTS

1. Professional Employee

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended the Board approve the employment of:

Sean McCreery
Teacher – Social Studies – High School
Effective – March 19, 2024
Salary - \$51,500.00 (M, Step 1)

2. Custodian

In compliance with the *Service Employees' International Union Local 32BJ Collective Bargaining Agreement 2021-2026*, it is recommended that the Board approve the employment of:

Fanny Acevedo Guazhco
Custodian
Effective – March 4, 2025
Salary - \$31,723.37 (pro-rated)

Daniel Rosenberger
Custodian
Effective – TBD
Salary - \$31,723.37 (pro-rated)

3. Part-Time Custodian

It is recommended that the Board approve the employment of:

Staisey Banas

Part-Time Custodian

Effective – March 10, 2025

Salary - \$15.00/per hour

4. 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 2024/2025 school year:

<u>Activity</u>	<u>Position</u>	<u>Coach</u>	<u>Stipend</u>
Softball (MS)	Head Coach	Garrett Kellar	\$3,000.00
	Assistant	Tom Beck	\$1,500.00

III. 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:

Secondary Teacher Stipends for Class Sizes at 30 or Above

Lori DeMartino	\$1,000.00
Carolyn Manko	\$1,000.00

III. FAMILY AND MEDICAL LEAVE

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

Employee #2114 – February 20, 2025 – March 21, 2025

IV. INTERMITTENT FAMILY AND MEDICAL LEAVE

It is recommended that the Board approved the following individuals for an Intermittent Family and Medical Leave:

Employee #2342 – February 21, 2025 – February 20, 2026

Employee #5335 – February 22, 2025 – July 22, 2025

Employee #5335 – February 22, 2025 – February 21, 2026

Employee #5269 – February 27, 2025 – February 26, 2026

FINANCE REPORT

MARCH 18, 2025

Mr. Nafis Hill, Chairperson

BOARD ACTION REQUESTED

I. ACCOUNTS PAYABLE APPROVAL LISTS THROUGH FEBRUARY 28, 2025

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

A. General Fund as of February 28, 2025 (Check No. 74279-74500)	\$907,035.85
B. Food Service Fund as of February 28, 2025 (Check No. 9933-9947)	\$49,890.52
C. Athletics as of February 28, 2025 (Check No. 3485-3486)	\$1,424.18
D. Capital Reserve as of February 28, 2025 (None)	\$0.00
TOTAL	\$958,350.55

II. 2025/2026 AIU PROGRAM OF SERVICES BUDGET

The Administration recommends that the Board approve the proposed 2025/2026 Allegheny Intermediate Unit Program of Services Budget in the amount of \$2,361,050. The Allegheny County (AIU3) school districts' total contribution to the budget is \$1,984,536.

The Keystone Oaks School District's contribution to the Program of Services Budget is estimated to be \$40,054.00. The district's final withholding allocation will be based on the District Aid Ratio and Weighted Average Daily Membership (WADM). The withholding allocations will be determined by the Pennsylvania Department of Education sometime after July 1, 2025.

For Information Only

The estimated cost for the 2025/2026 school year is an increase of \$596.52 to the District compared to the 2024/2025 school year.

III. 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. 02-2025

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 2024 IN ACCORDANCE WITH THE TAX COLLECTOR'S REPORT DATED January 31, 2025.

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 2024 at a rate of 21.1002 mills at face; and

WHEREAS, on **January 31, 2025.**, 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 **\$397,491.91** (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 **\$397,491.91** arising out of the collection of the 2024 tax duplicate in the amount of 21.1002 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 18th day of March 2025.

ATTEST:

Keystone Oaks School District

BY: _____

Joseph A. Kubiak, Assistant to the
Superintendent for Operations/
Board Secretary

BY: _____

Tamara Donahue, President,
Board of School Directors

**KEYSTONE OAKS SCHOOL DISTRICT - Dormont
RESOLUTION NO. 03-2025**

THE RESOLUTION OF THE BOARD OF SCHOOL DIRECTORS OF THE KEYSTONE OAKS SCHOOL DISTRICT EXONERATING THE TAX COLLECTOR OF THE **BOROUGH OF DORMONT**, NAMELY **VICKIE MCGURK** FOR THE TAXABLE YEAR OF 2024 IN ACCORDANCE WITH THE TAX COLLECTOR'S REPORT DATED **January 31, 2025..**

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, *Vickie McGurk* is the elected Tax Collector for the Borough of Dormont and has collected taxes for the year of 2024 at a rate of 21.1002 mills at face; and

WHEREAS, on January 31, 2025., the said elected Tax Collector of the Borough of Dormont, ***Vickie McGurk***, as filed with the Board of School Directors of the Keystone Oaks School District an accounting showing all taxes collected with the exception of **\$420,146.34** (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 ***Vickie McGurk*** for taxes found to be delinquent and lien in the amount of **\$420,146.34** arising out of the collection of the 2024 tax duplicate in the amount of 21.1002 mills at the face on behalf of the Keystone Oaks School District, and the said Borough of Dormont Tax Collector, ***Vickie McGurk Service***, is therefore, exonerated from the aforementioned delinquent and lien taxes on the day and date below mentioned.

ADOPTED this 18th day of March 2025.

ATTEST:

Keystone Oaks School District

BY: _____
Joseph A. Kubiak, Assistant to the
Superintendent for Operations/
Board Secretary

BY: _____
Tamara Donahue, President,
Board of School Directors

**KEYSTONE OAKS SCHOOL DISTRICT – Green Tree
RESOLUTION NO. 05-2025**

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 2024 IN ACCORDANCE WITH THE TAX COLLECTOR’S REPORT DATED **January 31, 2025..**

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 2024 at a rate of 21.1002 mills at face; and

WHEREAS, on January 31, 2025., 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 **\$310,735.73** (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 **\$310,735.73** arising out of the collection of the 2024 tax duplicate in the amount of 21.1002 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 18th day of March 2025.

ATTEST:

Keystone Oaks School District

BY: _____
Joseph A. Kubiak, Assistant to the
Superintendent for Operations/
Board Secretary

BY: _____
Tamara Donahue, President,
Board of School Directors

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

ACCT	DESCRIPTION	2024-2025 BUDGET TOTAL	2024-2025 8 MONTH FEBRUARY/ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 33,846,624	\$ 31,583,552	\$ (2,263,072)
7000	State Revenue Sources	\$ 14,399,956	\$ 8,689,618	\$ (5,710,338)
8000	Federal Revenue Sources	\$ 959,403	\$ 321,506	\$ (637,897)
Total Revenue		\$ 49,205,983	\$ 40,594,675	\$ (8,611,308)
				(OVER) UNDER BUDGET
Expenditures				
100	Salaries	\$ 22,081,671	\$ 11,636,629	\$ 10,445,043
200	Benefits	\$ 14,214,529	\$ 8,162,977	\$ 6,051,552
300	Professional/Technical Services	\$ 2,320,940	\$ 1,389,015	\$ 931,925
400	Property Services	\$ 1,586,550	\$ 812,589	\$ 773,961
500	Other Services	\$ 5,749,351	\$ 3,753,924	\$ 1,995,427
600	Supplies/Books	\$ 2,399,763	\$ 1,342,200	\$ 1,057,563
700	Equipment/Property	\$ 1,056,771	\$ 714,222	\$ 342,549
800	Other Objects	\$ 101,910	\$ 45,455	\$ 56,455
900	Other Financial Uses	\$ -	\$ 1,218,647	\$ (1,218,647)
Total Expenditures		\$ 49,511,485	\$ 29,075,658	\$ 20,435,827
Revenues exceeding Expenditures		\$ (305,502)	\$ 11,519,017	\$ 11,824,519
Other Financing Sources/(Uses)				
Interfund Transfers In (Out)		\$ -	\$ -	\$ -

II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF FEBRUARY 28, 2025

Bank Account - Status	Middle / High School	Athletics
Cash Balance - 01/01/2025	\$ 348,842.37	\$ 97,308.59
Deposits	\$ 2,829.35	\$ 4,180.21
Subtotal	\$ 351,671.72	\$ 101,488.80
Expenditures	\$ 51.96	\$ -
Cash Balance - 01/31/2025	\$ 351,619.76	\$ 101,488.80

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF FEBRUARY 28, 2025

	BALANCE
GENERAL FUND	
FNB BANK	\$ 1,102,577
PAYROLL (pass-thru account)	\$ 6,909
FNB SWEEP ACCOUNT	\$ -
ATHLETIC ACCOUNT	\$ 101,489
PLGIT	\$ 15,954,973
FNB MONEY MARKET	\$ 3,211,499
PSDLAF	\$ 182,865
INVEST PROGRAM	\$ 204,932
OTHER POST-EMPLOYMENT BENEFITS	\$ 2,188,067
COMPENSATED ABSENCES	\$ 474,312
	\$ 23,427,624
CAFETERIA FUND	
FNB BANK	\$ 304,478
PLGIT	\$ 2,318,877
	\$ 2,623,355
CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$ 45,527
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 905
	\$ 46,432
GRAND TOTAL	\$ 26,097,411

ACTIVITIES & ATHLETICS REPORT

MARCH 18, 2025

Mr. Tom LaPorte, Chairperson

BOARD ACTION REQUESTED

I. ADVERTISE FOR ATHLETIC BIDS

It is recommended that the Board approve the advertisement of athletic bids for the winter/spring of the 2025/2026 school year.

II. ATHLETIC BIDS – FALL 2025/2026 SCHOOL YEAR

It is recommended that the Board approve the **Fall Athletic Bids** for the 2025/2026 school year in the amount of **\$109,457.04** to the following vendors:

Century Sports	\$86,315.21
Pyramid School Sports	\$444.83
Sports Imports	\$15,999.50
The Fitness Doctors (American Fitness & Sport Supply)	\$5,400.00
US Logo Services (L.L. Terry Kenneweg)	\$1,297.50

II. COMPETITIVE EVENTS

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

58th NafME Eastern Division In-Service Conference (Level III)

Connecticut Convention Center

April 24 – 26, 2025

Number of Students – 1

District Funds Requested - \$750.00

Basketball – Boys, Varsity (Level II)

Forest Hills Jr. Sr. High

March 8, 2025

Number of Students – 25

Activity Sponsors – Gary Goga and Richard Barrett

District Funds Requested for Students - \$3,675.00

District Funds Requested for Sponsors - \$294.00

Total District Funds Requested - \$3,969.00

Basketball – Girls, Varsity (Level II)

Central Cambria High School

March 7, 2025

Number of Students – 16

Activity Sponsors – Jim Feeney and Mike Orosz

District Funds Requested for Students - \$3,200.00

District Funds Requested for Sponsors - \$394.00

Total District Funds Requested - \$3,594.00

FBLA Leadership Conference (Level II)

Hershey, PA

April 7 – 9, 2025

Number of Students – 17

Activity Sponsor – Bob Mays

District Funds Requested for Students - \$6,375.00

District Funds Requested for Sponsor - \$1,600.00

Total District Funds Requested - \$7,975.00

Odyssey of the Mind – Regional Competition (Level I)

Keystone Oaks High School

March 8, 2025

Number of Students – 66

Activity Sponsor – Jessica Dobson

Total District Funds Request - \$1,000.00 (Registration fee for 10 teams)

Robotics (Middle School) – State Competition (Level II)

Clarion University

March 4, 2025

Number of Students – 5

Activity Sponsors – Dennis Sarchet and Craig Wetzel

District Funds Requested for Students - \$1,160.00

District Funds Requested for Sponsors - \$404.00

Total District Funds Requested – \$1,564.00

Wrestling (Varsity) – PIAA Southwest AA (Level II)

Altoona Area High School

February 28, 2025 – March 1, 2025

Number of Students – 2

Activity Sponsors – Rick Pattinato and Blaine Johnston

District Funds Requested for Students - \$450.00

District Funds Requested for Sponsors - \$450.00

Total District Funds Requested – \$900.00