



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

BOARD OF SCHOOL DIRECTORS

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

**BUSINESS/LEGISLATIVE SESSION
TUESDAY, MARCH 15, 2022
7:00 PM**

KEYSTONE OAKS SCHOOL DISTRICT SCHOOL DIRECTORS' CALENDAR OF EVENTS

Tuesday, March 8, 2022 – Work Session

7:00 PM Meeting

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

Tuesday, March 15, 2022 – 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 15, 2022

Mrs. Theresa Lydon

BOARD ACTION REQUESTED

I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of February 8, 2022 and the Business/Legislative Minutes of February 15, 2022.

II. HEALTH AND SAFETY PLAN CHANGE

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.

FOR INFORMATION ONLY

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

PUPIL PERSONNEL REPORT
MARCH 15, 2022

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. 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

MARCH 15, 2022

Mrs. Theresa Lydon, Co-Chairperson
Mrs. Annie Shaw, Co-Chairperson

BOARD ACTION REQUESTED

I. 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>
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

II. 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

MARCH 15, 2022

Mrs. Theresa Lydon, Chairperson

BOARD ACTION REQUESTED

I. 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

II. 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.

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. 02-22

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: _____

Joseph A. Kubiak, Director of Finance &
Human Resources

BY: _____

Theresa Lydon, President,
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 &
Human Resources

BY: _____

Theresa Lydon, President,
Board of School Directors

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: _____
Joseph A. Kubiak, Director of Finance &
Human Resources

BY: _____
Theresa Lydon, President,
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

MARCH 15, 2022

Mr. Thomas LaPorte, Chairperson

BOARD ACTION REQUESTED

I. 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.

II. 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.

III. 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