



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

BOARD OF SCHOOL DIRECTORS

**WORK SESSION
TUESDAY, FEBRUARY 13, 2024
7:00 PM**

**BUSINESS/LEGISLATIVE SESSION
TUESDAY, FEBRUARY 20, 2024
7:00 PM**

**KEYSTONE OAKS SCHOOL DISTRICT
SCHOOL DIRECTORS' CALENDAR OF EVENTS**

Tuesday, February 13, 2024 – Work Session

7:00 PM Meeting

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

Tuesday, February 20, 2024 – 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 20, 2024

Mrs. Tamara Donahue

BOARD ACTION REQUESTED

I. BOARD MINUTES

It is recommended that the Board approve the Work Session Minutes of January 9, 2024 and the Business/Legislative Minutes of January 16, 2024.

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 20, 2024

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. ADOPTION OF THE 2024/2025 SCHOOL YEAR CALENDAR

It is recommended that the Board approve the adoption of the 2024/2025 school year calendar as presented by the Superintendent. *(Pages 5 -6)*

II. PROFESSIONAL DEVELOPMENT

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

Emily Milbert	STEAM in the PARK 2024 Mount Rainier National Park Washington State June 23 – 27, 2024	\$650.00
Sarah Welch	PenSPRA Annual Symposium Penn Stater Hotel & Conference Center State College, PA March 7 – 8, 2024	\$750.00

**KEYSTONE OAKS SCHOOL DISTRICT
2024-2025 SCHOOL CALENDAR**

August 2024				
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

September 2024				
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				

October 2024				
Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

November 2024				
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

December 2024				
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			

January 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

February 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

March 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
31				

April 2025				
Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

May 2025				
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

June 2025				
Mo	Tu	We	Th	Fr
				6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

July 2025				
Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
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
2024-2025 SCHOOL CALENDAR**

STUDENT / TEACHER DAYS

		<u>Month</u>	<u>Student</u>	<u>Teacher</u>
August 19, 20	Professional Development			
August 21	Clerical			
August 22	First Day for Students	August	7	10
September 2	Labor Day (No School)	September	20	20
October 28	Professional Development/Clerical	October	22	23
November 5	Parent/Guardian Teacher Conferences			
November 28 – Dec. 2	Thanksgiving Vacation (No School)	November	18	19
December 23 - 31	Winter Recess (No School)	December	14	14
January 1 - 3	Winter Recess (No School)			
January 20	Clerical	January	19	20
February 17	Presidents' Day (No School)	February	19	19
March 28	Professional Development/Clerical	March	20	21
April 18 - 21	Spring Break	April	20	20
May 20	Professional Development			
May 26	Memorial Day (No School)	May	20	21
	Last Day for Students			
June 9	Last Day for Teachers; Clerical	June	<u>5</u>	<u>6</u>
			184	193

FACULTY DAYS

August 19, 20	Professional Development
August 21	Clerical
November 5	Parent/Guardian Teacher Conferences
January 20	Clerical
May 20	Professional Development
June 9	Clerical

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

October 14, 2024
March 10, 2025
May 5, 2025

PARAPROFESSIONAL DAYS

August 19	Professional Development
August 20	Professional Development
November 5	Training

MAKE-UP DAYS

December 2, 2024
January 2, 2025
January 3, 2025
February 17, 2025
April 21, 2025
May 20, 2025

END OF GRADING PERIODS

October 25, 2024	End of First Grading Period
January 17, 2025	End of Second Grading Period
March 27, 2025	End of Third Grading Period
June 6, 2025	End of Fourth Grading Period

EDUCATION REPORT

FEBRUARY 20, 2024

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.

PERSONNEL REPORT

FEBRUARY 20, 2024

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

BOARD ACTION REQUESTED

I. RESIGNATIONS

It is recommended that the Board accept the following resignations:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Tyler Jacobs	Accountant	February 16, 2024
Patricia Joseph	Food Service Worker	February 1, 2024
Susan Pavlik	Food Service Worker	January 4, 2024

II. APPOINTMENTS

1. 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:

William Harper
Custodian
Effective – January 16, 2024
Salary - \$31,101.34 (pro-rated)

2. Long Term Substitute

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

Aubrey Garvin
Teacher – Math – Middle School
Effective – January 23, 2024
Salary - \$47,000.00 (B, Step1) (pro-rated)

3. Lifeguards

It is recommended that the Board approve the following individuals as lifeguards at the hourly rate of \$14.00 per hour.

**Madeline Arment
Katherine Cesario
Christina Conway
Taylor Fife
Samantha Hirst
Madeline Pfeufer**

4. Food Service Personnel

It is recommended that the Board approve the following individuals as Food Service Personnel for the 2023/2024 school year at a rate of \$13.00/per hour:

<u>Name</u>	<u>Start Date</u>
Chelsea Chaump	December 4, 2023
Angi Dudas	December 11, 2023
Kathleen McDade	December 6, 2023

5. Activity Stipends – 2023/2024 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
Softball, Varsity	Assistant	Abby Clasper	\$2,500.00
Tennis, Boys	Head Coach	Leslie Leopold	\$5,000.00
	Assistant	Kieran Gorman	\$2,500.00
Track, Varsity	Head Coach	Jim Feeney	\$5,000.00
	Assistant	Donnie Burns	\$3,333.33
	Assistant	Lauryn Greggs	\$3,333.33
	Assistant	Kobe Phillippi	\$3,333.33
Track, Middle School	Head Coach	Mike Orosz	\$3,000.00
	Assistant	Dennis Sarchet	\$2,500.00
	Assistant	Russ Klein	\$2,500.00
	Assistant	Craig Wetzal	\$2,500.00
Volleyball, Boys	Head Coach	Jordan Zange	\$6,500.00
	Assistant	Pat Simmons	\$3,250.00
Volleyball, Girl, MS	Assistant	Anastasia Fiala	\$1,500.00

6. Activity Stipend – 2023/2024 School Year – Amended Stipend Amount

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 2023/2024 school year:

<u>Activity</u>	<u>Position</u>	<u>Sponsor</u>	<u>Stipend</u>
Softball (Girls, Varsity)	Head Coach	Keith Buckley	\$5,000.00

For Information Only

Coach Buckley was approved at the January 16, 2024 Business/Legislative meeting for the incorrect stipend amount. The change in stipend amounts represents the Star 3 stipend for Softball (Girls, Varsity).

III. FAMILY AND MEDICAL LEAVE

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

Employee #3063 – January 3, 2024 – January 16, 2024

Employee #0804 – January 18, 2024 – April 12, 2024

Employee #4234 – March 25, 2024 – June 21, 2024

IV. INTERMITTENT FAMILY AND MEDICAL LEAVE

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

Employee #5269 – Effective February 2, 2024

FINANCE REPORT
FEBRUARY 20, 2024

Mr. Nafis Hill, Chairperson

BOARD ACTION REQUESTED

I. ACCOUNTS PAYABLE APPROVAL LISTS THROUGH JANUARY 31, 2024

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

A. General Fund as of January 31, 2024 (Check No. 71291-71517)	\$863,466.55
B. Food Service Fund as of January 31, 2024 (Check No. 9803-9815)	\$57,665.65
C. Athletics as of January 31, 2024 (Check No. 3479)	\$6,788.00
D. Capital Reserve as of January 31, 2024 (None)	\$0.00
TOTAL	\$927,920.20

FOR INFORMATION ONLY

I. EXPENDITURE/REVENUE 2023 – 2024 BUDGET to ACTUAL / PROJECTION

ACCT	DESCRIPTION	2023-2024 BUDGET TOTAL	2023-2024 7 MONTH JANUARY/ACTUAL	OVER (UNDER) BUDGET
Revenue				
6000	Local Revenue Sources	\$ 32,672,317	\$ 29,755,593	\$ (2,916,724)
7000	State Revenue Sources	\$ 13,333,933	\$ 7,250,860	\$ (6,083,073)
8000	Federal Revenue Sources	\$ 805,962	\$ 1,176,785	\$ 370,823
Total Revenue		\$ 46,812,212	\$ 38,183,238	\$ (8,628,974)
				(OVER) UNDER BUDGET
Expenditures				
100	Salaries	\$ 20,607,107	\$ 9,257,908	\$ 11,349,199
200	Benefits	\$ 13,416,990	\$ 5,592,954	\$ 7,824,036
300	Professional/Technical Services	\$ 1,929,206	\$ 1,083,802	\$ 845,404
400	Property Services	\$ 1,493,800	\$ 928,424	\$ 565,376
500	Other Services	\$ 5,446,273	\$ 2,696,388	\$ 2,749,885
600	Supplies/Books	\$ 1,715,234	\$ 1,140,210	\$ 575,024
700	Equipment/Property	\$ 1,015,150	\$ 1,067,335	\$ (52,185)
800	Other Objects	\$ 87,100	\$ 108,826	\$ (21,726)
900	Other Financial Uses	\$ 1,101,352	\$ 3,251,627	\$ (2,150,275)
Total Expenditures		\$ 46,812,212	\$ 25,127,475	\$ 21,684,737
Revenues exceeding Expenditures		\$ -	\$ 13,055,763	\$ 13,055,763
Other Financing Sources/(Uses)				
	Interfund Transfers In (Out)	\$ -	\$ -	\$ -

II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF JANUARY 31, 2024

Bank Account - Status	Middle / High School	Athletics
Cash Balance - 01/01/2024	\$ 245,982.39	\$ 48,333.19
Deposits	\$ 4,531.40	\$ 2,849.19
Subtotal	\$ 250,513.79	\$ 51,182.38
Expenditures	\$ 1,714.99	\$ 6,825.00
Cash Balance -01/31/2024	\$ 248,798.80	\$ 44,357.38

III. BANK BALANCES

BANK BALANCES PER STATEMENT AS OF JANUARY 31, 2024

	BALANCE
GENERAL FUND	
FNB BANK	\$ 1,232,328
PAYROLL (pass-thru account)	\$ 6,909
FNB SWEEP ACCOUNT	\$ -
ATHLETIC ACCOUNT	\$ 44,357
PLGIT	\$ 17,649,627
FNB MONEY MARKET	\$ 4,018,484
PSDLAF	\$ 173,538
INVEST PROGRAM	\$ 193,969
OTHER POST-EMPLOYMENT BENEFITS	\$ 2,100,436
COMPENSATED ABSENCES	\$ 455,219
	\$ 25,874,867
CAFETERIA FUND	
FNB BANK	\$ 706,767
PLGIT	\$ 265,766
	\$ 972,533
CONSTRUCTION FUND / CAP RESERVE	
FNB BANK	\$ 43,677
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 858
	\$ 44,535
GRAND TOTAL	\$ 26,891,935

**BUILDINGS, GROUNDS &
TRANSPORTATION REPORT**

FEBRUARY 20, 2024

Mr. Santo Raso, Chairperson

BOARD ACTION REQUESTED

I. MR. JOHN SEASONAL RENTAL AGREEMENT

It is recommended that the Board approve the Seasonal Rental Agreement between Mr. John and the Keystone Oaks School District through December 31, 2024.

ACTIVITIES & ATHLETICS REPORT
FEBRUARY 20, 2024

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 – Regional Competition (Level I)

Keystone Oaks High School

March 2, 2024

Number of Students – 120

Activity Sponsor – Jessica Dobson

Total District Funds Requested - \$1,400.00 (Registration fee for 14 teams)

II. EXTRA ACTIVITY WORKER – 2023/2024 SCHOOL YEAR

It is recommended that the Board approve the following individual as extra activity worker for the 2023/2024 school year:

Olivia Dewick