



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

**BOARD OF SCHOOL DIRECTORS**

**BUSINESS/LEGISLATIVE SESSION  
TUESDAY, JUNE 17, 2025  
7:00 PM**

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

## **Tuesday, June 17, 2025 – Business/Legislative**

### **7:00 PM Meeting**

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

## **Tuesday, August 12, 2025 – Work Session**

### **7:00 PM Meeting**

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

# BOARD PRESIDENT'S REPORT

**JUNE 17, 2025**

**Mrs. Tamara Donahue**

## **BOARD ACTION REQUESTED**

### **I. BOARD MINUTES**

It is recommended that the Board approve the Work Session Minutes of May 13, 2025 and the Business/Legislative Minutes of May 27, 2025.

### **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 2025/2026 school year subject to retroactive approval by the Board.

### **III. SUPERINTENDENT'S COMPENSATION 2025/2026**

In compliance with Board Policy 312: *Performance Assessment of Superintendent/Assistant Superintendent*, Dr. Stropkaj, Superintendent, was evaluated on June 9, 2025. For the school year 2024/2025, the Superintendent, Dr. William P. Stropkaj, has received a rating of Distinguished based upon the District's Superintendent Evaluation Tool. Dr. Stropkaj's salary for the 2025/2026 school year will be \$219,707.06.

### **IV. ADDENDUM TO SUPERINTENDENT'S CONTRACT 2022 – 2027**

It is recommended that the Board approve the Addendum to the Superintendent's Contract 2022 – 2027.

### **V. SUPERINTENDENT GOALS 2025/2026**

It is recommended that the Board approve the following goals for William P. Stropkaj, Ed.D., Superintendent, as per the Superintendent's Contract 2022/2027:

1. Development of a Curriculum Review Handbook that will outline policies, practices, and procedures for the development and implementation of curriculum K-12.
2. Development of a Student Services Handbook that will outline the policies, practices, and procedures for all student services provided K-12.
3. Development of a Communications guide that will outline policies, practices, and procedures for both internal and external communications, all district social media, website content management, special events, branding, and marketing.
4. Provide training to a second-year cohort of six through twelfth grade teachers for the purpose of implementing a districtwide focus on project-based learning.
5. Evaluate and redesign the Learner Profile at the middle school and elementary school level with a focus on personalized learning, skill development, and career readiness.

## **VI. CONFIDENTIAL EMPLOYEE COMPENASTION PLAN 2025 – 2030**

It is recommended that the Board approve that the *Confidential Employee Compensation Plan* be renewed for the time period of July 1, 2025 through June 30, 2030.

## **VII. KEYSTONE OAKS EDUCATIONAL SUPPORT PROFESSIONAL ASSOCIATION AGREEMENT JULY 1, 2025 – JUNE 30, 2029**

It is recommended that the Board approve the Agreement between the Keystone Oaks School District and the Keystone Oaks Educational Support Professional Association (KOESPA) from July 1, 2025 through June 30, 2029.

## **VIII. MEMORANDUM OF UNDERSTANDING**

It is recommended that the Board approve the Memorandum of Understanding between the Keystone Oaks Education Association, PSEA/NEA and the Keystone Oaks School District.

## **IX. 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 on Tuesday, October 21, 2025.

## **X. EMPLOYEE SETTLEMENT AGREEMENT AND RELEASE**

It is recommended that the Board approve the Settlement Agreement and Release between Employee 3707 and the Keystone Oaks School District.

## **FOR INFORMATION ONLY**

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

# **SUPERINTENDENT'S REPORT**

**JUNE 17, 2025**

**Dr. William P. Stropkaj**

## **BOARD ACTION REQUESTED**

### **I. SECOND READING POLICY 113.1: DISCIPLINE OF STUDENTS WITH DISABILITIES**

It is recommended that the Board approve the SECOND READING of Policy 113.1: *Discipline of Students with Disabilities*.

### **II. SECOND READING POLICY 113.2: POSITIVE BEHAVIOR SUPPORT**

It is recommended that the Board approve the SECOND READING of Policy 113.2: *Positive Behavior Support*.

### **III. SECOND READING POLICY 214: CLASS RANK/GRADUATION HONORS**

It is recommended that the Board approve the SECOND READING of Policy 214: *Class Rank/Graduation Honors*.

### **IV. SECOND READING POLICY 247: HAZING**

It is recommended that the Board approve the SECOND READING of Policy 247: *Hazing*.

### **V. SECOND READING POLICY 256: BULLYING/CYBERBULLYING**

It is recommended that the Board approve the SECOND READING of Policy 256: *Bullying/Cyberbullying*.

### **VI. POLICE MEMORANDUM OF UNDERSTANDING – GREEN TREE**

In compliance with School Code, the Administration recommends the renewal of the Police Memorandum of Understanding between the Keystone Oaks School District and Green Tree Police Department.

#### **For Information Only**

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

### **VII. STUDENT SETTLEMENT AGREEMENT AND RELEASE**

It is recommended that the Board approve the Settlement Agreement and Release between Student 104319 and the Keystone Oaks School District.

## VIII. COMPENSATIONS

### 1. Assistant to the Superintendent for Operations Compensation – 2025/2026

In compliance with the contract for the Assistant to the Superintendent for Operations, it is recommended that the Board approve a salary of \$136,370.00, for **Mr. Joseph A. Kubiak**, for the 2025/2026 school year effective July 1, 2025.

### 2. ACT 93 Compensation

In compliance with the *Act 93 Administrative Employee Compensation Plan* July 1, 2022 – June 30, 2027, it is recommended that the Board approve the Administrators' salaries for the 2025/2026 school year effective July 1, 2025:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
<b>Lauren Baughman</b>	Principal, Myrtle Avenue Elementary	\$108,444.48
<b>Ryan Brown</b>	Assistant Principal, Keystone Oaks High School	\$99,655.00
<b>Suzanne Hanna, Ed.D.</b>	Assistant to the Superintendent for Student Services	\$110,145.00
<b>Jeffrey Kattan, Ed.D.</b>	Principal, Keystone Oaks Middle School	\$134,262.93
<b>Michael Linnert, Ed.D.</b>	Principal, Keystone Oaks High School	\$127,139.29
<b>D. Kevin Lloyd</b>	Director of Food Services	\$95,687.52
<b>Scott Mizikar</b>	Assistant Principal, Keystone Oaks Middle School	\$124,532.95
<b>Aaron Smith</b>	Director of Technology	\$124,645.96
<b>Dave Thomas</b>	Principal, Fred L. Aiken Elementary School	\$121,517.98
<b>Shannon Varley, Ed.D.</b>	Assistant to the Superintendent for Student Achievement	\$156,940.60
<b>Brian Werner</b>	Principal, Dormont Elementary School	\$138,243.70

### 3. Assistant Food Service Director Compensation – 2025/2026

In compliance with the Assistant Food Service Director contract 2024 – 2029, it is recommended that the Board approve the salary of \$44,058.00 for **Ms. Trista Boyes** for the 2025/2026 school year effective July 1, 2025.

### 4. Coordinator of Communications and Public Relations Compensation – 2025/2026

In compliance with the Coordinator of Communications and Public Relations contract 2022-2027, it is recommended that the Board approve the salary of \$101,609.35 for **Mrs. Sarah Welch** for the 2025/2026 school year effective July 1, 2025.

## **5. Coordinator of Finance and Operations Compensation – 2025/2026**

In compliance with the Coordinator of Finance and Operations contract 2024-2029, it is recommended that the Board approve the salary of \$60,892.50 for **Mrs. Bethany Obringer** for the 2025/2026 school year effective July 1, 2025.

## **6. Confidential Administrative Assistants' Compensation – 2025/2026**

In compliance with the *Confidential Employee Compensation Plan*, it is recommended that the Board approve the following compensations for the 2025/2026 school year effective July 1, 2025:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Salary</u></b>
<b>Sabrina Amman</b>	Confidential Administrative Assistant	\$45,007.50
<b>Marsha Herrle</b>	Confidential Administrative Assistant	\$48,705.27
<b>Maureen Myers</b>	Confidential Administrative Assistant	\$70,717.77
<b>Karen Wong</b>	Confidential Administrative Assistant	\$65,197.45

## **7. Information Technology Compensation – 2025/2026**

In compliance with each of the following individual contracts, it is recommended that the Board approve the following compensations for the 2025/2026 school year effective July 1, 2025:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Salary</u></b>
<b>Benjamin Getkin</b>	Coordinator of Student Data, Innovation and Academic Advancement	\$58,245.00
<b>Carol Persin</b>	Technology Integration Specialist	\$68,631.22
<b>Justin Talbert</b>	Systems Administrator	\$87,656.49

## **8. School Police Officers Compensation – 2025/2026**

In compliance with each of the following individual contracts, it is recommended that the Board approve the following compensations for the 2025/2026 school year effective July 1, 2025:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Salary</u></b>
<b>Mattie Dolfi</b>	School Police Officer	\$58,820.37
<b>Michael Farrell</b>	School Police Officer	\$58,820.37

<b>Shane McGrath</b>	School Police Officer	\$58,820.37
<b>Ronald Porupsky</b>	School Police Officer	\$89,971.94
<b>Abigail Sell</b>	School Police Officer	\$58,820.37

#### **9. Custodial Supervisors Compensation – 2025/2026**

In compliance with each of the following individual contracts, it is recommended that the Board approve the following compensations for the 2025/2026 school year effective July 1, 2025:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Salary</u></b>
<b>Michael Costantini</b>	Second Shift Supervisor	\$53,983.17
<b>Jesse Jeznis</b>	Supervisor of Buildings, Grounds & Transportation	\$80,228.44
<b>Jason Neuman</b>	First Shift Supervisor	\$60,810.53
<b>John Priore</b>	Custodial Supervisor	\$55,282.30

#### **IX. PROFESSIONAL DEVELOPMENT**

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

<b>Andy Bochicchio</b>	2025 National Association for Gifted Children (NAGC)	\$5,055.00
<b>Aaron Colf</b>	David L. Lawrence Convention center	(total for all 3)
<b>Emily Milbert</b>	Pittsburgh, PA November 13 – 16, 2025	
<b>Dr. William P. Stropkaj</b>	AASA Real Skills for Real Life Summit Washington, DC October 8 – 10, 2025	\$2,950.00

#### **For Information Only**

The Grable Foundation is contributing \$1,000.00 to the district for Dr. Stropkaj to attend the AASA Real Skills for Real Life Summit. The amount listed above is the total cost for the entire Professional Development. District funds requested are \$1,950.00.



# EDUCATION REPORT

**JUNE 17, 2025**

**Mrs. Tamara Donahue, Chairperson**

## **BOARD ACTION REQUESTED**

### **I. ADOPTION OF TEXTBOOKS FOR THE 2025/2026 SCHOOL YEAR**

The Administration recommends the adoption and purchase (approximate cost listed below) of the following textbooks:

<b><u>Textbook</u></b>	<b><u>Publisher</u></b>	<b><u>Cost</u></b>
<i>Amplify Science, Grade 3</i>	Amplify	\$17,712.00 (165 copies + 5 year license with print and digital materials)
<i>Amplify Science, Grade 4</i>	Amplify	\$18,792.00 (174 copies + 5 year license with print and digital materials)
<i>Amplify Science, Grade 5</i>	Amplify	\$18,900.00 (175 copies + 5 year license with print and digital materials)

# **PUPIL PERSONNEL REPORT**

**JUNE 17, 2025**

**Dr. William P. Stropkaj**

## **BOARD ACTION REQUESTED**

### **I. ACLD TILLOTSON SCHOOL**

It is recommended that the Board approve the Educational Services Contract and Agreement between ACLD 2025 Summer Learning Program and the Keystone Oaks School District effective June 16, 2025 to end of the day on July 17, 2025.

### **II. MHY FAMILY SERVICES**

It is recommended that the Board approve the Agreement between MHY Family Services and the Keystone Oaks School District for the 2025/2026 school year.

### **III. ADDENDUM TO ALLEGHENY INTERMEDIATE UNIT COMPREHENSIVE SERVICES AGREEMENT 2025/2026**

It is recommended that the Board approve the Addendum to Allegheny Intermediate Unit Comprehensive Services Agreement 2025/2026 for School-Based Access Program Support Services effective July 1, 2025 – June 30, 2026.

### **IV. RIVER ACADEMY OF EXCELLENCE AGREEMENT**

It is recommended that the Board approve the Student Education Agreement between River Academy of Excellence and the Keystone Oaks School District beginning with the 2025/2026 school year.

### **V. POINT PARK UNIVERSITY ENROLLMENT AGREEMENT – UPDATED**

It is recommended that the Board approve the College in High School Enrollment Agreement between Point Park University and the Keystone Oaks School District effective June 2, 2025.

# ACTIVITIES & ATHLETICS REPORT

**JUNE 17, 2025**

**Mr. Tom LaPorte, Chairperson**

## **BOARD ACTION REQUESTED**

### **I. ACTIVITY STAR STATUS RATINGS FOR THE 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 Activity Star Status Ratings for the 2025/2026 school year:

<b><u>Activity</u></b>	<b><u>Star Status 2025/2026 School Year</u></b>
Allies Club (HS)	1
Art Club (Aiken)	1
Audio/Visual Club (MS)	1
Baseball (HS)	3
Basketball (Boys, HS)	4
Basketball (Boys, MS)	3
Basketball (Girls, HS)	4
Basketball (Girls, MS)	3
Best Friends Club (HS)	2
Best Friends Club (MS)	2*
Best Friends Club (Myrtle)	2
Bocce (HS)	3
Cheerleading (HS)	4
Cheerleading (MS)	2
Chess Club (MS)	1
Craft Club (MS)	1
Cross Country (HS)	3
Cross Country (MS)	2
Culinary Club (MS)	1
Educators Rising (HS)	1
Environmental Club (HS)	1
Environmental Club (MS)	1
Eradicate Hate (HS)	1
Fashion Club (MS)	1
FBLA (HS)	2
FCCLA (HS)	2
Flag Football (HS)	3
Football (HS)	5
Football (MS)	3
French Club (HS)	1
Girls Who Code (HS)	1
Golf (HS)	3

Intramurals (Aiken)	2
Intramurals (Dormont)	2
Intramurals (MS)	2
Intramurals (Myrtle)	2
Junior/Senior Class (HS)	2
Line Dancing (MS)	1
Marching Band	5
Math Club (HS)	2
Medical Careers Club (HS)	1
Mileage Club (Aiken)	2
Mileage Club (Dormont)	2
Musical (Elementary)	3
Musical (HS)	5
Musical (MS)	3
National Honors Society (HS)	2*
Nature Club (Myrtle)	2
Newspaper Club (MS)	1
Odyssey of the Mind (District)	3
Pep Club (HS)	2
Robotics (HS)	1
Robotics (MS)	1
Science Club (HS)	1
Soccer (Boys, HS)	4
Soccer (Boys, MS)	3
Soccer (Girls, HS)	4
Soccer (Girls, MS)	3
Softball (HS)	3
Softball (MS)	2
Spanish Club (HS)	1
Stage Crew (HS)	2
Strength Club (HS)	2
Student Senate (HS)	1
Student Senate (MS)	1
Swimming (HS)	3
Swimming (MS)	2
Technology Club (HS)	1
Tennis (Boys, HS)	3
Tennis (Girls, HS)	3
Track (HS)	3
Track (MS)	3
Varieties (HS)	2
Volleyball (Girls, HS)	4
Volleyball (Girls, MS)	2
Volleyball (Boys, HS)	4
Wrestling (HS)	3
Wrestling (MS)	2
Yearbook (HS)	1
Yearbook (MS)	1

## For Information Only

As per the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, should the criteria dictate a change in Star status from the previous year, the previous Star status will be retained, but will be changed the following year if it has not reverted to its previous level. Those activities marked with an asterisk will receive a denotation in Star status for the 2026/2027 school year if they have not reverted to their previous level.

## **II. EXTRA ACTIVITY WORKER POSITIONS FOR THE 2025/2026 SCHOOL YEAR**

It is recommended that the Board approve the following extra athletic worker positions and stipends for the 2025/2026 school year:

<u>Activity</u>	<u>Title</u>	<u>Amount per Game</u>
<b>V – Varsity; JV- Junior Varsity; MS - Middle School</b>		
<b>Baseball/Softball</b>	Game Manager (V)	\$65
	Book/Pitch Counter (V)	\$50
<b>Boys/Girls Soccer</b>	Game Manager (V, JV)	\$65
	Game Manager (MS)	\$50
	Clock (V, JV)	\$60
	Ticket Takers (V, JV)	\$40
<b>Boys/Girls Volleyball</b>	Game Manager (V, JV)	\$65
	Game Manager (MS)	\$50
	Scoreboard (V, JV)	\$60
	Scoreboard (MS)	\$50
<b>Boys/Girls Basketball</b>	Book (V, JV)	\$50
	Scoreboard (V, JV)	\$60
	Scoreboard (MS)	\$50
	Clock (V, JV)	\$60
	Clock (MS)	\$50
	Game Manager (V, JV)	\$65
	Game Manager (MS)	\$50
	Crowd Control (V, JV)	\$50
	Ticket Takers (V, JV)	\$40
<b>Football</b>	Sticks (V, JV)	\$50
	Clock (V, JV)	\$60
	Announcer (V, JV, MS)	\$50
	Scoreboard (V, JV, MS)	\$60
	Stats (V, JV, MS)	\$50
	Video (V, JV, MS)	\$30
	Parking/Security (V, JV, MS)	\$50
	Ticket Takers (V, JV, MS)	\$40

	25 Second Clock (V, JV, MS)	\$65
	Game Manager (V, JV, MS)	\$65
	Game Manager (MS)	\$50
<b>Swimming</b>	Game Manager (V)	\$65
	Game Manager (MS)	\$50
	Ticket Taker (V)	\$40
<b>Wrestling</b>	Scoreboard (V)	\$60
	Ticket Taker (V, JV)	\$40
	Game Manager (V, JV)	\$65
	Crowd Control (V, MS)	\$50
<b>Track</b>	Timer (FAT System)	\$65

For Information Only

The above listed positions and amount per game remain the same as they were for the 2024/2025 school year.

### **III. EXTRA ACTIVITY WORKERS – 2025/2026 SCHOOL YEAR**

It is recommended that the Board approve the following individuals as extra activity workers for the 2025/2026 school year:

<b>Roiann Backstrom</b>	<b>Felix Yerace</b>
<b>Josh Kirchner</b>	<b>Kim Smykal</b>
<b>Hope Harris</b>	<b>Bill Ketrow</b>
<b>Gary Goga</b>	<b>Nancy Kraemer</b>
<b>Keith Buckley</b>	<b>Lauryn Greggs</b>
<b>Beth Padden</b>	<b>Brian Slagle</b>
<b>Patty Costantini</b>	<b>Michael Hustava</b>
<b>John McCarthy</b>	<b>Pat Reilly</b>
<b>Kelly Connolly</b>	<b>Steve McCormick</b>
<b>Mike Orosz</b>	<b>TJ O'Farrel</b>
<b>Diane Ferguson</b>	<b>Bruce Hrivnak</b>
<b>Bill Simon</b>	<b>Dam Amman</b>
<b>Pat Reilly</b>	<b>Lauryn Greggs</b>
<b>Sue Grand</b>	<b>Amy Torcaso</b>
<b>Ken Hustava</b>	<b>Jim Feeney</b>
<b>Bill Irvine</b>	<b>Jerry Tuite</b>
<b>Nick Kamberis</b>	<b>Jeff Sieg</b>
<b>Kelly Diven</b>	<b>Meghan O'Brien</b>

# PERSONNEL REPORT

**JUNE 17, 2025**

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

## I. RESIGNATIONS

It is recommended that the Board accept the following resignations:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
<b>Rebekah Brooks</b>	Teacher – Keystone Oaks High School	October 2, 2024
<b>Richelle Davis</b>	Teacher – Special Education	June 4, 2025
<b>Katyana Diaz-Mirabel</b>	Food Service Worker	May 22, 2025
<b>Rebecca Hersan</b>	Teacher – Myrtle Avenue Elementary	June 6, 2025

## II. APPOINTMENTS

### 1. Professional Employee

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, the Administration recommends the employment of:

**Julie Brooks**

Teacher – Special Education – Myrtle Avenue Elementary School

Effective – August 18, 2025

Salary – \$53,500.00 (B, Step 3)

**Rachel Willig**

Teacher – Special Education – Keystone Oaks High School

Effective – August 18, 2025

Salary - \$54,500.00 (M, Step 3)

### 2. Summer Homebound Instructors

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the Board approve the following individuals as Summer Homebound Instructors effective June 11, 2025 – August 15, 2025:

**Valerie Moore**

**Kara Trant**

### **3. Substitute Custodian**

It is recommended that the Board approve the employment of the following Substitute Custodian:

**Brandon Bell**

Effective Date - June 2, 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 2025/2026 school year:

<b><u>Activity</u></b>	<b><u>Position</u></b>	<b><u>Sponsor</u></b>	<b><u>Stipend</u></b>
<b>Allies Club (HS)</b>		Pam Gianoglio	\$1,500.00
<b>Art Club (Aiken)</b>		JiL Graham	\$1,500.00
<b>Audio/Visual Club (MS)</b>		Andy Bell	\$1,500.00
<b>Best Friends Club (HS)</b>		Joy Galiszewski	\$3,000.00
<b>Best Friends Club (MS)</b>		Allyson Hepler	\$1,500.00
		Brooke Turnbull	\$1,500.00
<b>Best Friends Club (Myrtle)</b>		Zach Whitfield	\$3,000.00
<b>Cheerleading (HS)</b>	Head Coach Assistant	Stacy VanGoor	\$5,000.00
		Jessica Eberlin	\$4,750.00
<b>Cheerleading (MS)</b>	Head Coach	Stacy VanGoor	\$3,000.00
<b>Chess Club (MS)</b>		Pat Falsetti	\$1,500.00
<b>Craft Club (MS)</b>		Allyson Hepler	\$750.00
		Bonnie Lawrence	\$750.00
<b>Cross Country (HS)</b>	Head Coach Assistant	Lauryn Greggs	\$5,000.00
		Melissa Bowers	\$2,500.00
<b>Cross Country (MS)</b>	Head Coach	Carly Devine	\$3,000.00
<b>Culinary Club (MS)</b>		Jessica Boronky	\$1,500.00
<b>Educators Rising (HS)</b>		Emily Brill	\$1,500.00



<b>Environmental Club (HS)</b>		Jen Bogdanski	\$1,500.00
<b>Environmental Club (MS)</b>		Carolyn Manko	\$1,500.00
<b>Eradicate Hate (HS)</b>		Jessica Anderson	\$750.00
		Lauryn Greggs	\$750.00
<b>Fashion Club (MS)</b>		Lori DeMartino	\$750.00
		Lisa McMahon	\$750.00
<b>FBLA (HS)</b>		Bob Mays	\$3,000.00
<b>FCCLA (HS)</b>		Jess Anderson	\$3,000.00
<b>Football (HS)</b>	Head Coach	Steve McCormick	\$8,500.00
	Assistant	Russ Klein	\$6,050.00
	Assistant	Brad Francus	\$5,000.00
	Assistant	Randall Labrie	\$5,650.00
	Assistant	Shane Holden	\$4,300.00
	Assistant	Carl Bush	\$3,000.00
	Assistant	Ryan Healy	\$1,500.00
<b>Football (MS)</b>	Head Coach	Blaine Johnston	\$4,000.00
	Assistant	Shane Patterson	\$3,000.00
	Assistant	Garrett Kellar	\$1,500.00
	Assistant	Kevin Dobson	\$1,500.00
<b>French Club (HS)</b>		Julie O'Mara	\$1,500.00
<b>Girls Who Code (HS)</b>		Kevin Gallagher	\$1,500.00
<b>Golf</b>	Head Coach	Dennis Sarchet	\$5,000.00
	Assistant	Craig Wetzel	\$2,500.00
<b>Intramurals (Aiken)</b>		Mike Shuck	\$3,000.00
<b>Intramurals (Dormont)</b>		Andy Bell	\$3,000.00
<b>Intramurals (MS)</b>		Lisa McMahon	\$2,250.00
		Carolyn Manko	\$2,250.00
<b>Intramurals (Myrtle)</b>		Kelly Diven	\$2,250.00
		Kristie Rosgone	\$2,250.00
<b>Junior/Senior Class (HS)</b>		Lainey Resetar	\$3,000.00
<b>Line Dancing (MS)</b>		Lori DeMartino	\$750.00
		Kristen Leitch	\$750.00

<b>Marching Band (HS)</b>		William Eibeck	\$8,500.00
<b>Math Club (HS)</b>		Joshua Kirchner	\$3,000.00
<b>Medical Careers Club (HS)</b>		Nancy Kraemer	\$1,500.00
<b>Mileage Club (Aiken)</b>		Jen Taylor-Watenpool	\$3,000.00
<b>Mileage Club (Dormont)</b>		Jen Taylor-Watenpool	\$3,000.00
<b>Musical (Elementary)</b>		Robert Naser	\$5,000.00
<b>Musical (HS)</b>		William Eibeck	\$8,500.00
<b>Musical (MS)</b>		Richard Smith	\$5,000.00
<b>National Honors Society (HS)</b>		Nancy Kraemer	\$3,000.00
<b>Nature Club (Myrtle)</b>		Zach Whitfield	\$3,000.00
<b>Newspaper Club (MS)</b>		Allyson Hepler	\$750.00
		Kelly Connolly	\$750.00
<b>Odyssey of the Mind (District)</b>		OPEN	\$5,000.00
<b>Pep Club (HS)</b>		Roseanne Stettler	\$3,000.00
<b>Robotics (HS)</b>		Jeff Oestreich	\$1,500.00
<b>Robotics (MS)</b>		Dennis Sarchet	\$750.00
		Craig Wetzel	\$750.00
<b>Science Club (HS)</b>		Rebecca Hritz	\$1,500.00
<b>Soccer (Boys, HS)</b>	Head Coach	John Paul Nicola	\$6,500.00
	Assistant	Pat Simmons	\$3,250.00
	Assistant	Maddox Fingers	\$3,250.00
<b>Soccer (Boys, MS)</b>	Head Coach	Ron Dinardo	\$3,000.00
	Assistant	Ed Putil	\$2,500.00
	Assistant	OPEN	\$2,000.00
<b>Soccer (Girls, HS)</b>	Head Coach	Steve Pons	\$6,500.00
	Assistant	Kaylan Cannon	\$3,250.00
	Assistant	OPEN	\$3,250.00
<b>Soccer (Girls, MS)</b>	Head Coach	Kevin Dobson	\$3,000.00
	Assistant	Mike Muick	\$2,500.00

<b>Spanish Club (HS)</b>		Lisa Forlini	\$1,500.00
<b>Stage Crew (HS)</b>		William Eibeck	\$3,000.00
<b>Strength Club (HS)</b>		Nick Kamberis	\$3,000.00
<b>Student Senate (HS)</b>		Jen Bogdanski	\$1,500.00
<b>Student Senate (MS)</b>		Mark Kopper	\$1,500.00
<b>Swimming (MS)</b>	Head Coach	Jeff DiGiacomo	\$3,000.00
	Assistant	Dani Sakulski	\$1,500.00
<b>Technology Club (HS)</b>		Dennis Sarchet	\$750.00
		Craig Wetzel	\$750.00
<b>Tennis (Girls, HS)</b>	Head Coach	Leslie Leopold	\$5,000.00
	Assistant	Hope Harris	\$2,500.00
<b>Varieties (HS)</b>		Nancy Kraemer	\$3,000.00
<b>Yearbook (HS)</b>		Sarah Fontanesi	\$1,500.00
<b>Yearbook (MS)</b>		OPEN	\$1,500.00
<b>Volleyball (Girls, HS)</b>	Head Coach	Megan Corrigan	\$5,500.00
	Assistant	Nicole Detorakis	\$3,000.00
	Assistant	Emily Kennedy	\$1,250.00

## 5. Support Positions and Compensations

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 2025/2026 school year:

<u>Position</u>	<u>Name</u>	<u>Stipend</u>
<b>Athletic &amp; Activities Programs Facilitator</b>	Mark Elphinstone	\$13,000.00
<b>Events Facilitator</b>	Josh Kirchner	\$4,700.00
<b>Weight Room Facilitator</b>	Steve McCormick	\$3,050.00
<b>Aquatics Facilitator</b>	Mark Elphinstone	\$3,050.00

### III. EXTENDED SCHOOL YEAR STAFF

It is recommended that the Board approve the following personnel for the Extended School Year Program:

<u>Name</u>	<u>Position</u>
<b>Danielle Brandt</b>	Special Education Teacher
<b>Amanda Carnes</b>	Special Education Teacher
<b>Pamela Gianoglio</b>	Special Education Teacher
<b>Kelly Seltzer</b>	Special Education Teacher
<b>Brooke Turnbull</b>	Special Education Teacher
<b>Katherine Harouse</b>	Speech Therapist
<b>Sharissa Shatten</b>	School Counselor
<b>Johnathan Lopez</b>	Paraprofessional – Personal Care Assistant

### IV. SUMMER ACADEMY PROGRAM

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the following teacher be approved for the 2025 Summer Academy Program:

<b>Jennifer Jones</b>	Middle School Math Acceleration
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### V. STUDENT SUMMER WORK PROGRAM

It is recommended that the Board approve the below list of students to participate in the Student Summer Work Program, effective June 9, 2025 – August 15, 2025, at a rate of \$15.00/per hour, pending receipt of all required paperwork:

**Sara Aldes**  
**Parker Arlet**  
**Braylon Bell**  
**Ermias Berhane**  
**Quintin Blair**  
**Dakota Bristol**  
**Alex Guerra-Naranjo**  
**Hannah Koehler**  
**Jordan McGee**  
**Nathan Monz**  
**Kenneth Monz Jr.**  
**Lucas Moran-Pillage**  
**Lucas Oberheuser**  
**Wesley Palmer**  
**Vinod (Ryan) Puthen**  
**Ronin Robear**

**Aiden Scarpaci  
Thomas Smeltzer  
Logan Wolfe**

## **VI. 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 2024/2025 school year:

### **Year 1 Mentors**

Selena Bixler	\$503.84
Katie Boris	\$725.00
Melissa Bowers	\$236.88
Pam Gianglio	\$688.08
Kim Gray	\$725.00
Jocelyn Hiber	\$1,657.48
Danielle King	\$282.00
Russ Klein	\$725.00
Nikki McKiernan	\$725.00
Nicole Niccolai	\$725.00
Kevin Prince	\$458.72
Melissa Purkiss	\$725.00
Beth Salimbene	\$315.84

### **Year 2 Mentors**

Andy Bochicchio	\$362.50
Adam Brown	\$725.00
Aaron Colf	\$362.50
Heather Hardy	\$725.00
Ann Pfeufer	\$725.00
Kristie Rosgone	\$725.00
Jen Sadowski	\$362.50
Beth Salimbene	\$725.00
Christina Schneiders	\$362.50
Ben Stewart	\$725.00

### **Year 3 Mentors**

Heather Hardy	\$725.00
Michelle McSwigan	\$725.00
Carrie Quinn	\$725.00
Nicole Varrenti	\$725.00

For Information Only

Stipend amounts listed above are calculated on a per basis scale and bargaining unit members are compensated \$725.00 per mentor that meets the criteria listed above. Pro-rated stipends indicate a portion of the year met the above criteria.

**VII. TEACHING LOAD COMPENSATION – SECOND SEMESTER**

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

**1. Secondary Teacher Stipends for Class Sizes at 30 or Above**

Breanna Baker	\$494.88
Lori DeMartino	\$3,175.27
Carolyn Manko	\$3,175.27
Steve McCormick	\$670.15
Lainey Resetar	\$1,000.00

**2. Elementary Teacher Stipends for Class Size at 24 or Above**

Laura Miller	\$1,000.00
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**3. Elementary Special Education Teacher Stipends for Teaching more than One Course during the same Period**

Jocelyn Hiber	\$1,000.00
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For Information Only

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

**VIII. GRADE LEVEL/DEPARTMENT LEADERS ADDITIONAL COMPENSATION 2024/2025 SCHOOL YEAR**

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the following individuals be approved as receiving an additional compensation for the 2024/2025 school year:

<u>Grade Level/Department Leader</u>	<u>Name</u>	<u>Compensation</u>
Kindergarten	Kim Gray	\$750.00
First	Kellie Dawson	\$750.00
Second	Shannon Turner	\$750.00

<b>Third</b>	Jamie Barbin	\$750.00
<b>Fourth Grade Mathematics and Science</b>	Kristie Rosgone	\$750.00
<b>Fourth Grade English/Language Arts and Social Studies</b>	Jennifer Harke	\$750.00
<b>Fifth Grade English/Language Arts and Social Studies</b>	Jennifer Harke	\$750.00
<b>Fifth Grade Mathematics and Science</b>	Mike Shuck	\$750.00
<b>Middle School Mathematics</b>	Pat Falsetti	\$750.00
<b>Middle School English/Language Arts</b>	Lisa McMahon	\$750.00
<b>English 9 – 12</b>	Jennifer Bogdanski	\$750.00

**IX. GRADE LEVEL/DEPARTMENT LEADERS 2025/2026 SCHOOL YEAR**

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the following individuals be approved for the 2025/2026 school year:

<b><u>Grade Level/Department Leader</u></b>	<b><u>Name</u></b>	<b><u>Compensation</u></b>
<b>Kindergarten</b>	Kim Gray	\$2,250.00
<b>First Grade</b>	Kellie Dawson	\$2,250.00
<b>Second Grade</b>	Shannan Turner	\$2,250.00
<b>Third Grade</b>	Jamie Barbin	\$2,250.00
<b>Fourth Grade (English/Language Arts and Social Studies)</b>	Jen Kusserow	\$2,250.00
<b>Fourth Grade (Mathematics and Science)</b>	Kristie Rosgone	\$2,250.00
<b>Fifth Grade (English/Language Arts and Social Studies)</b>	Jen Harke	\$2,250.00
<b>Fifth Grade (Math and Science)</b>	Mike Shuck	\$2,250.00
<b>Middle School English/Language Arts</b>	Lisa McMahon	\$2,250.00
<b>Middle School Mathematics</b>	Pat Falsetti	\$2,250.00
<b>English 9 - 12</b>	Jen Bogdanski	\$2,250.00

<b>Mathematics 9 – 12</b>	Randy Tobias	\$2,250.00
<b>Science 6 – 12</b>	Michelle McSwigan	\$2,250.00
<b>Social Studies/Secondary ESL 6 - 12</b>	Sean McCreery	\$2,250.00
<b>Special Education K – 5</b>	Nicole Kochanski	\$2,250.00
<b>Special Education 6 – 8</b>	Amanda Rutkauskas	\$2,250.00
<b>Special Education 9 – 12</b>	Pam Gianoglio	\$2,250.00
<b>STEAM/Computer and Data Science/Technology Education K -12</b>	Kevin Gallagher	\$2,250.00
<b>Humanities (Arts and Music) K – 12</b>	Robert Naser	\$2,250.00
<b>Wellness (Physical Education and Family Consumer Science) K - 12</b>	Steve McCormick	\$2,250.00
<b>Student Services (Counselors/Psychologists/Nurses/ Mental Health Therapists K - 12</b>	Kevin Prince	\$2,250.00
<b>Library/Career Advisor/Business/World Language K - 12</b>	Andy Bell	\$2,250.00

#### **X. TENURE**

It is recommended that the Board recognize the following individuals as having completed the requirements for tenure according to the Commonwealth of Pennsylvania effective August 24, 2025 with a Professional Contract:

<b>Angelica Calabrese</b>	Fred L. Aiken Elementary School
<b>Gabrielle Martin</b>	Districtwide
<b>Nicolette Petroval</b>	Keystone Oaks High School
<b>Sharissa Shatten</b>	Keystone Oaks Middle School
<b>Carol Smith</b>	Keystone Oaks Middle School
<b>Richard Smith</b>	Keystone Oaks Middle School
<b>Zachary Smith</b>	Myrtle Avenue Elementary School

#### **XI. TENURE**

It is recommended that the Board recognize the following individuals as having completed the requirements for tenure according to the Commonwealth of Pennsylvania effective August 29, 2025 with a Professional Contract:

<b>Alexa Dines</b>	Keystone Oaks Middle School
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## **XII. FAMILY AND MEDICAL LEAVE**

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

Employee #5335 – May 6 2025 – July 10, 2025

# FINANCE REPORT

JUNE 17, 2025

Mr. Nafis Hill, Chairperson

## **BOARD ACTION REQUESTED**

### **I. APPROVAL OF THE 2025/2026 FINAL BUDGET**

The Administration recommends the adoption of the 2025/2026 Final Budget in accordance with Section 68 of the School Code of Pennsylvania.

#### **For Information Only**

The 2025/2026 Final Budget represents estimated Expenditures of \$51,593,474 and expected Revenues of \$49,763,184, which results in a deficit of \$1,830,290 that will be covered by the district's fund balance.

The 2025/2026 Final Budget also represents a 4.0% tax increase, the maximum allowed under the Act 1 index, which results in the levying of 21.9442 mills. This tax increase is the highest percentage the district was allowed to raise taxes for the 2025/2026 school year, as per the Pennsylvania Department of Education.

### **II. ACCOUNTS PAYABLE APPROVAL LISTS THROUGH MAY 31, 2025**

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

A. General Fund as of May 31, 2025 (Check No. 74915-75133)	\$1,006,845.33
B. Food Service Fund as of May 31, 2025 (Check No. 9970-9972)	\$33,319.44
C. Athletics as of May 31, 2025 (Check No. 3488-3491)	\$430.00
D. Capital Reserve as of May 31, 2025 (None)	\$0.00
<b>TOTAL</b>	<b>\$1,040,594.77</b>

### **III. 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)

#### IV. BANKING

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

**First National Bank**                      Activities and Athletic Funds  
    Capital Expenditure Fund  
    Compensated Absences Fund  
    Food Service General Fund  
    OPEB Fund  
    Payroll  
    *Others as approved by the School Board.*

#### V. DISTRICT INSURANCE POLICIES 2025/2026

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

• CM Regent (Commercial Property)	\$146,724.00
• CM Regent (Commercial Equipment)	\$12,293.00
• CM Regent (Commercial Crime)	\$1,150.00
• CM Regent (Commercial General Liability)	\$24,395.00
• CM Regent (Commercial Educators Legal Liability)	\$23,615.00
• CM Regent (Commercial Automobile)	\$6,244.00
• CM Regent (Excess Liability)	\$17,271.00
• PAIU (Cyber)	\$7,000.00
• UPMC (Workers' Compensation)	\$76,818.00
<b>TOTAL</b>	<b>\$315,510.00</b>

#### For Information Only

This cost represents an increase of \$35,048.00 or 12.5% from the 2024/2025 insurance costs.

## **VI. 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 2025/2026 school year.

## **VII. BREAKFAST AND LUNCH PRICE INCREASE FOR THE 2025/2026 SCHOOL YEAR**

It is recommended that the Board approve the following price increase for the 2025/2026 school year for breakfast and lunch:

	<u><b>Increase</b></u>	<u><b>2025/2026 Cost</b></u>
Elementary Breakfast	\$0.10	\$1.85
Elementary Lunch	\$0.10	\$2.95
Secondary Breakfast	\$0.10	\$1.95
Secondary Lunch	\$0.10	\$3.05

## **VIII. SCHUBERT EQUIPMENT SALES, INC. – REVISION**

It is recommended that the Board approve the purchase of a Conveyor Gas Oven from Schubert Equipment Sales, Inc. at a cost not to exceed \$24,993.00.

### For Information Only

The pizza oven is being purchased through the Cafeteria Funds.

The original motion appeared on the May 27, 2025 Business/Legislative Agenda and was approved. This updated cost includes freight and installation.

## **IX. KELLY SERVICES, INC. EXHIBIT A**

It is recommended that the Board approve Exhibit A made part of the Agreement for Educational Staffing between Kelly Services, Inc. and the Keystone Oaks School District, dated October 21, 2015 beginning with the 2025/2026 school year.

### For Information Only

Exhibit A proposes and increase rate in the substitute clerical rate and paraprofessional rate. In addition to these rate changes, a new category for substitute teachers subbing in the same position for 21+ days was added.

## **X. QUESTEQ PRE-PROPOSAL LETTER OF UNDERSTANDING**

It is recommended that the Board approve the Pre-Proposal Letter of Understanding from QUESTEQ Educational Technology Management and the Keystone Oaks School District to deliver a technology services proposal that is tailored to meet the expressed needs of the Keystone Oaks School District.

## **XI. DURHAM SCHOOL SERVICES**

It is recommended that the Board approve the renewed extension proposal for the next five (5) years starting with the 2025/2026 school year between Durham School Services (Matthews Bus Company) and the Keystone Oaks School District.

### **For Information Only**

For the 2025/2026 school year there is a cost increase of approximately 5.5%. For the following four (4) years the yearly increase would be 4%.

## **XII. HHSDR MASTER AGREEMENT**

It is recommended that the Board approve the Master Agreement between HHSDR Architects and the Keystone Oaks School District for a period of five (5) years beginning May 10, 2024.

## **XIII. AUTHORIZATION OF FIRMS FOR DEBT FINANCING**

It is recommended that the Board authorize district Administration to begin working with the firms Piper Sandler & Co. and Dinsmore & Shohl LLP to advise and assist the School District regarding debt financing to fund the elementary school remodeling project, along with any other facility projects deemed necessary.

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

		2024-2025		2024-2025		OVER	
		BUDGET		11 MONTH		(UNDER)	
ACCT	DESCRIPTION	TOTAL		MAY/ACTUAL		BUDGET	
Revenue							
6000	Local Revenue Sources	\$	33,846,624	\$	33,836,202	\$	(10,422)
7000	State Revenue Sources	\$	14,399,956	\$	13,698,287	\$	(701,669)
8000	Federal Revenue Sources	\$	959,403	\$	822,111	\$	(137,292)
Total Revenue		\$	49,205,983	\$	48,356,600	\$	(849,383)
							(OVER)
							UNDER
							BUDGET
Expenditures							
100	Salaries	\$	22,081,671	\$	17,431,597	\$	4,650,074
200	Benefits	\$	14,214,529	\$	11,297,023	\$	2,917,506
300	Professional/Technical Services	\$	2,320,940	\$	2,168,460	\$	152,480
400	Property Services	\$	1,586,550	\$	1,217,193	\$	369,357
500	Other Services	\$	5,749,351	\$	5,261,217	\$	488,134
600	Supplies/Books	\$	2,399,763	\$	1,560,627	\$	839,136
700	Equipment/Property	\$	1,056,771	\$	952,944	\$	103,827
800	Other Objects	\$	101,910	\$	62,952	\$	38,958
900	Other Financial Uses	\$	-	\$	1,289,732	\$	(1,289,732)
Total Expenditures		\$	49,511,485	\$	41,241,746	\$	8,269,739
Revenues exceeding Expenditures							
		\$	(305,502)	\$	7,114,854	\$	7,420,356
Other Financing Sources/(Uses)							
Interfund Transfers In (Out)		\$	-	\$	-	\$	-

## II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF MAY 31, 2025

Bank Account - Status	Middle / High School	Athletics
Cash Balance - 05/01/2025	\$ 387,124.67	\$ 100,893.92
Deposits	\$ 13,702.01	\$ 33.15
Subtotal	\$ 400,826.68	\$ 100,927.07
Expenditures	\$ 36.23	\$ 430.00
Cash Balance - 05/31/2025	\$ 400,790.45	\$ 100,497.07

## III. BANK BALANCES

### BANK BALANCES PER STATEMENT AS OF MAY 31, 2025

	BALANCE
<b>GENERAL FUND</b>	
FNB BANK	\$ 1,417,778
PAYROLL (pass-thru account)	\$ 7,071
FNB SWEEP ACCOUNT	\$ -
ATHLETIC ACCOUNT	\$ 400,790
PLGIT	\$ 11,689,377
FNB MONEY MARKET	\$ 978,016
PSDLAF	\$ 184,795
INVEST PROGRAM	\$ 207,088
OTHER POST-EMPLOYMENT BENEFITS	\$ 2,206,394
COMPENSATED ABSENCES	\$ 478,166
	<b>\$ 17,569,475</b>
<b>CAFETERIA FUND</b>	
FNB BANK	\$ 188,019
PLGIT	\$ 2,496,725
	<b>\$ 2,684,744</b>
<b>CONSTRUCTION FUND / CAP RESERVE</b>	
FNB BANK	\$ 45,897
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 915
	<b>\$ 46,811</b>

# Policy Guide

Policy No. 113.12Section PROGRAMSTitle DISCIPLINE OF STUDENTS  
WITH DISABILITIESAdopted DECEMBER 13, 2016Last Revised APRIL 20, 2021

POLICY NO. 113.12 DISCIPLINE OF STUDENTS WITH DISABILITIES		
Section 1	<p><b><u>Purpose</u></b></p> <p>The District shall develop and implement Positive Behavior Support Plans and programs for students with disabilities who require specific interventions to address behaviors that interfere with learning.</p> <p>Students with disabilities who violate the Code of Student Conduct, or engage in inappropriate behavior, disruptive or prohibited activities and/or actions injurious to themselves or others, which would typically result in corrective action or discipline of students without disabilities, shall be disciplined in accordance with state and federal laws and regulations and Board policy and, if applicable, their Individualized Education Program (IEP) and Positive Behavior Support Plan.</p>	<p>22 PA Code 14.133 Pol. 113, 113.24</p> <p>22 PA Code 14.133, 14.143 34 CFR <del>See</del>. 300.530 Pol. 218, 233</p>
Section 2	<p><b><u>Definitions</u></b></p> <p><b>Students with disabilities</b> – school-aged children within the jurisdiction of the District who have been evaluated and found to have one or more disabilities as defined by law, and who require, because of such disabilities, special education and related services.</p> <p><b>Suspensions from school</b> – disciplinary exclusions from school for a period of one (1) to ten (10) consecutive school days.</p>	<p>Pol. 113</p> <p>22 PA Code 12.6 Pol. 233</p>



<p><b>Section 3</b></p>	<p style="text-align: center;"><b>POLICY NO. 113.12</b> <b>DISCIPLINE OF STUDENTS WITH DISABILITIES</b></p> <p><b>Expulsions from school</b> – disciplinary exclusions from school by the Board for a period exceeding ten (10) consecutive school days and may include permanent exclusion from school.</p> <p><b>Interim alternative educational settings</b> – removal of a student with a disability from the student’s current placement. Interim alternative educational settings may be used by school personnel for up to forty-five (45) school days for certain infractions committed by students with disabilities. The IEP team shall determine the interim alternative educational setting; however, this does not constitute a change in placement for a student with a disability.</p> <p><b>Manifestation of Disability</b> – the behavior is caused by, or directly and substantially related to, the student’s disability.</p> <p><b><u>Authority</u></b></p> <p>The Board directs that the District shall comply with provisions and procedural safeguards of the Individuals With Disabilities Education Act (IDEA), and federal and state regulations when disciplining students with disabilities for violations of Board policy or district rules or regulations. No student with a disability shall be subjected to a disciplinary change in placement if the student’s particular misconduct is a manifestation of the student’s disability. However, under certain circumstances a student with a disability may be placed in an interim alternative educational setting by school personnel or the IEP team could, if appropriate, change the student’s educational placement to one which is more restrictive than the placement where the misconduct occurred.</p> <p><b><u>Provision Of Education During Disciplinary Exclusions</u></b></p> <p>During any period of expulsion, or suspension from school for more than ten (10) consecutive days in a year, or placement in an interim alternative educational setting for disciplinary reasons, a student with a disability shall continue to receive a free and public appropriate education (FAPE), in accordance with law.</p>	<p>22 PA Code 12.6 Pol. 233</p> <p>20 U.S.C. 1415 34 CFR 300.530</p> <p>22 PA Code 14.143 20 U.S.C. 1415 34 CFR 300.530</p> <p>22 PA Code 12.6 20 U.S.C. 1412 34 CFR 300.530</p>
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<p><b>Section 4</b></p>	<p style="text-align: center;"><b>POLICY NO. 113.12</b>  <b>DISCIPLINE OF STUDENTS WITH DISABILITIES</b></p> <p><b><u>Guidelines</u></b></p>	
	<p><u>Suspension From School</u></p> <p>A student with a disability may be suspended for ten (10) consecutive and fifteen (15) cumulative days of school per school year, for the same reasons and duration as a student without a disability. Such suspension shall not constitute a change in the student's educational placement.</p>	<p>22 PA Code 12.6, 14.143, 14.15  20 U.S.C. 1415  34 CFR 300.530, 300.536</p>
	<p><u>Changes In Educational Placement/Manifestation Determinations</u></p> <p>For disciplinary exclusions which constitute a change in educational placement, the District shall first determine whether the student's behavior is a manifestation of the student's disability. Expulsion, or exclusion from school for more than fifteen (15) cumulative days in a year, or patterns of suspensions for substantially identical behaviors constitute changes in educational placements requiring a manifestation determination. For students with intellectual disability, any disciplinary suspension or expulsion is a change in educational placement.</p> <p>A student with a disability whose behavior is not a manifestation of the student's disability may be disciplined in accordance with Board policy, district rules and regulations in the same manner and to the same extent as students without disabilities.</p>	<p>22 PA Code 14.143  34 CFR 300.530</p> <p>22 PA Code 14.143  34 CFR 300.530  Pol. 218, 233</p>
	<p><u>Appeals From Disciplinary Actions/Request For Hearing By District For Students Who Are A Danger To Themselves Or Others</u></p> <p>A due process hearing may be requested by a person in parental relation of a student with a disability who disagrees with a disciplinary placement or manifestation determination, or by the District if the District believes that the current placement is substantially likely to result in injury to the student or others. On person in parental relation appeal, or when the District requests a due process hearing, the hearing officer may return the student to the placement from which the student was removed or order the student's removal to an appropriate interim alternative educational setting for up to forty-five (45) school days if the hearing officer determines that maintaining the student's current</p>	<p>20 U.S.C. 1415  34 CFR 300.532</p>

	<p style="text-align: center;"><b>POLICY NO. 113.12</b> <b>DISCIPLINE OF STUDENTS WITH DISABILITIES</b></p> <p>placement is substantially likely to result in an injury to the student or others.</p> <p>Placement during appeals of disciplinary actions shall be in the interim alternative educational setting pending the decision of the hearing officer or expiration of the time period set for the disciplinary exclusion from the student's regular placement unless the District and the person in parental relation agree otherwise.</p> <p><u>Students Not Identified As Disabled/Pending Evaluation</u></p> <p>Students who have not been identified as disabled may be subject to the same disciplinary measures applied to students without disabilities if the District did not have knowledge of the disability. If a request for evaluation is made during the period the student is subject to disciplinary measures, the evaluation shall be expedited.</p> <p><u>Administrative Removal To Interim Alternative Educational Setting For Certain Infractions</u></p> <p>School personnel may remove a student with a disability, including intellectual disability, to an interim alternative educational setting for not more than forty-five (45) school days without regard to whether the behavior is determined to be a manifestation of the student's disability if the student:</p> <ol style="list-style-type: none"> <li>1. Carries a weapon to or possesses a weapon at school, on school property, or at school functions under the jurisdiction of the District. For purposes of this provision, weapon is defined as a <b>weapon</b>, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than two and one-half (2 ½) inches in length.</li> <li>2. Knowingly possesses or uses illegal drugs, as defined by law, or sells or solicits the sale of a controlled substance, as defined by law, while at school, on school property, or at school functions under the jurisdiction of the District.</li> </ol>	<p>20 U.S.C. 1415 34 CFR 300.533</p> <p>20 U.S.C. 1415 34 CFR 300.534</p> <p>20 U.S.C. 1415 34 CFR 300.530</p> <p>18 U.S.C. 930 20 U.S.C. 1415 34 CFR 300.530 Pol. 218.1250</p> <p>20 U.S.C. 1415 21 U.S.C. Sec. 812 34 CFR 300.530 Pol. 227</p>
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	<p style="text-align: center;"><b>POLICY NO. 113.12</b> <b>DISCIPLINE OF STUDENTS WITH DISABILITIES</b></p> <p>3. Has inflicted serious bodily injury upon another person while at school, on school property, or at school functions under the jurisdiction of the District. For purposes of this provision, <b>serious bodily injury</b> means bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ or mental faculty.</p> <p><u>Referral To Law Enforcement and Reporting Requirements</u></p> <p>For reporting purposes, the term <b>incident</b> shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco <b>products</b>; or conduct that constitutes an offense listed <b>in the school safety and security provisions of School Code</b><del>under the Safe Schools Act.</del></p> <p>The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a student with a disability, including a student for whom an evaluation is pending, to the local police department that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. The Superintendent or designee shall respond to such incidents in accordance with the district's Special Education Plan and, if applicable, the procedures, methods and techniques defined in the student's Positive Behavior Support Plan.</p> <p>For a student with a disability who does not have a Positive Behavior Support Plan, subsequent to notification to law enforcement, the District shall convene the student's IEP team to consider whether a Positive Behavior Support Plan should be developed to address the student's behavior, in accordance with law, regulations and Board policies.</p>	<p>18 U.S.C. 1365 20 U.S.C. 1415 34 CFR 300.530</p> <p>SC 1319-B03-A 22 PA Code 10.2 35 P.S. 780-102</p> <p>SC 1319-B02.1-A, SC 1306.2-B 22 PA Code 10.2, 10.21, 10.22, 10.23, 10.25, 14.104, 14.133 20 U.S.C. 1415 34 CFR 300.535 Pol. 103.1, 113, 113.24, 113.3, 218, 218.1, 218.2, 227, 250, 251, 823, 805.1</p> <p>22 PA Code 10.23, 14.133 Pol. 113.24, 113.3</p>
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	<p style="text-align: center;"><b>POLICY NO. 113.12</b> <b>DISCIPLINE OF STUDENTS WITH DISABILITIES</b></p> <p>When reporting an incident committed by a student with a disability to the appropriate authorities, the District shall provide the information required by state and federal laws and regulations and shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by these authorities. The District shall ensure compliance with the Family Educational Rights and Privacy Act when transmitting copies of the student's special education and disciplinary records.</p> <p>In accordance with state law, the Superintendent shall annually, by July 31, report to the <del>PA Department of Education</del><del>Office for Safe Schools</del> on the required form all new incidents committed by students with disabilities, including students for whom an evaluation is pending, which occurred on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity.</p> <p>Previously Revised: April 20, 2021</p> <p>References:</p> <p>School Code – 24 P.S. Sec. <del>510,</del>1306.2-B<del>02.1-A,</del> 1319-B<del>1303-A</del></p> <p>PA Controlled Substance, Drug, Device and Cosmetic Act – 35 P.S. Sec. 780-102</p> <p>State Board of Education Regulations – 22 PA Code Sec. 10.2, 10.21, 10.22, 10.23, 10.25, 12.6, 14.104, 14.133, 14.143</p> <p>Crimes Code, Possession of Firearms and Dangerous Weapons – 18 U.S.C. Sec. 930</p> <p>Crimes Code, Definition, Serious Bodily Injury – 18 U.S.C. Sec. 1365</p> <p>Individuals With Disabilities Education Act – 20 U.S.C. Sec. 1412, 1415</p> <p>Controlled Substances Act – 21 U.S.C. Sec. 812</p>	<p>22 PA Code 10.2, 10.21, 10.22, 10.23 20 U.S.C. 1232g, 1415 34 CFR 300.535 34 CFR Part 99 Pol. 113.4, 216, 805.1</p> <p>SC 1319-B, 1306.2-B03-A Pol. 805.1</p>
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	<p style="text-align: center;"><b>POLICY NO. 113.12</b> <b>DISCIPLINE OF STUDENTS WITH DISABILITIES</b></p> <p>Individuals With Disabilities Education Act, Title 34, Code of Federal Regulations – 34 CFR Part 300.530, 300.532, 300.533, 300.534, 300.535, 300.536</p> <p>Family Educational Rights and Privacy – 34 CFR Part 99, 20 U.S.C. Sec. 1232g</p> <p>Board Policy – 103.1, 113, 113.21, 113.3, 113.4, 216, 218, 218.1, 218.2, 227, 233, <del>250, 251</del>, 805.1, 823</p>	
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KEYSTONE OAKS SCHOOL DISTRICT

# Policy Guide



Policy No. 113.21

Section PROGRAMS

Title POSITIVE BEHAVIOR  
SUPPORT

Adopted NOVEMBER 16, 1998

Last Revised APRIL 20, 2021

POLICY NO. 113.21 POSITIVE BEHAVIOR SUPPORT		
Section 1	<p><b><u>Purpose</u></b></p> <p>Students with disabilities shall be educated in the least restrictive environment (LRE) in accordance with their Individualized Education Program (IEP), and shall only be placed in settings other than the regular education class when the nature or severity of the student's disability is such that education in the regular education class with the use of appropriate supplementary aids and services cannot be achieved satisfactorily and cannot meet the needs of the student. The IEP team for a student with a disability shall develop a Positive Behavior Support Plan if the student requires specific intervention to address behavior that interferes with learning or the learning of others. The identification, evaluation, and plan or program shall be conducted and implemented in accordance with state and federal laws and regulations.</p>	22 PA Code 14.133, 14.145 20 U.S.C. 1414 34 CFR 300.114, 300.324
Section 2	<p><b><u>Authority</u></b></p> <p>The Board directs that the District's behavior support programs shall be based on positive rather than negative behavior techniques to ensure that students shall be free from demeaning treatment and unreasonable use of restraints or other aversive techniques. The use of restraints shall be considered a measure of last resort and shall only be used after other less restrictive measures, including de-escalation techniques. Behavior support programs and plans shall be based on a functional behavioral assessment and shall include a variety of research-based</p>	22 PA Code 14.133 20 U.S.C. 1414, 1415 34 CFR 300.324, 300.34, 300.530 Pol. 113, 113.12, 113.3

<p><b>Section 3</b></p>	<p style="text-align: center;"><b>POLICY NO. 113.21</b> <b>POSITIVE BEHAVIOR SUPPORT</b></p> <p>techniques to develop and maintain skills that will enhance students' opportunity for learning and self-fulfillment.</p> <p><b><u>Definitions</u></b></p> <p>The following terms shall have these meanings, unless the context clearly indicates otherwise:</p> <p><b>Aversive Techniques</b> – Deliberate activities designed to establish a negative association with a specific behavior.</p> <p><b>Behavior Support</b> – The development, change and maintenance of selected behaviors through the systematic application of behavior change techniques.</p> <p><b>Functional Behavior Assessment (FBA)</b> – A student-centered team process used in instances when behavior negatively impacts a student's learning or that of the student's peers. FBA is an evidence-based process for gathering information to understand the function (purpose) of behavior in order to write an effective positive behavior support plan.</p> <p>A FBA must be conducted and behavioral interventions implemented when: The IEP team (1) determines that a student's behavior is interfering with the student's learning or the learning of others, and (2) requires additional information to provide appropriate educational programming.</p> <p><b>Positive Behavior Support Plan or Behavior Intervention Plan</b> – A plan for students with disabilities who require specific intervention to address behavior that interferes with learning. A positive Behavior Support Plan shall be developed by the IEP team, be based on a functional behavior assessment, and become part of the individual student's IEP. These plans must include methods that use positive reinforcements, other positive techniques and related services required to assist a student with a disability to benefit from special education.</p> <p><b>Positive techniques</b> – Methods that utilize positive reinforcement to shape a student's behavior, ranging from the use of positive verbal statements as a reward for good behaviors to specific tangible rewards.</p>	<p>22 PA Code Sec. 14.133</p>
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<p><b>Section 4</b></p>	<p style="text-align: center;"><b>POLICY NO. 113.21</b> <b>POSITIVE BEHAVIOR SUPPORT</b></p> <p><b>Restraints</b> – Application of physical force, with or without the use of any device, designed to restrain free movement of a student’s body, excluding the following:</p> <ol style="list-style-type: none"> <li>1. Briefly holding a student, without force, to calm or comfort the student.</li> <li>2. Guiding a student to an appropriate activity.</li> <li>3. Holding a student’s hand to escort the student safely from one area to another.</li> <li>4. Hand-over-hand assistance with feeding or task completion.</li> <li>5. Techniques prescribed by a qualified medical professional for reasons of safety or for therapeutic or medical treatment, as agreed to by the student’s person(s) in parental relation and specified in the IEP.</li> <li>6. Mechanical restraints, governed by this policy, such as devices used for physical or occupational therapy, seatbelts in wheelchairs or on toilets used for balance and safety, safety harnesses in buses, and functional positioning devices.</li> </ol> <p><b>Seclusion</b> – Confinement of a student in a room, with or without staff supervision in the same room at all times, in order to provide a safe environment to allow the student to regain self-control.</p> <p><b>Students with disabilities</b> – School-aged children within the jurisdiction of the District who have been evaluated and found to have one or more disabilities as defined by law, and who require, because of such disabilities, special education and related services.</p> <p><b><u>Delegation of Responsibility</u></b></p> <p>The Superintendent or designee shall ensure that this Board policy is implemented in accordance with federal and state laws and regulations.</p>	<p>Pol. 113</p>
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<b>Section 5</b>	<p style="text-align: center;"><b>POLICY NO. 113.21</b> <b>POSITIVE BEHAVIOR SUPPORT</b></p>	
	<p>The Superintendent or designee shall develop administrative regulations to implement this policy.</p>	
	<p>The Superintendent or designee shall provide regular training and retraining of staff in the use of specific procedures, methods and techniques, including de-escalation techniques, emergency responses, restraints and seclusions, that will be used to implement positive behavior supports or interventions in accordance with students' IEPs, Positive Behavior Support Plans and Board policy.</p>	22 PA Code 14.133
	<p>The Superintendent or designee shall maintain and report data on the use of restraints, as required. Such report shall be readily available for review during the state's cyclical compliance monitoring. Procedures shall be established requiring reports to be made to the District by entities educating students with disabilities who attend programs or classes outside the District, including private schools, agencies, intermediate units and career and technical schools.</p>	22 PA Code 14.133
	<p><b><u>Guidelines</u></b></p> <p>Development of a separate Positive Behavior Support Plan is not required when appropriate positive behavioral interventions, strategies and supports can be incorporated into a student's IEP.</p> <p>When an intervention is necessary to address problem behavior, the positive techniques and types of intervention chosen for a student shall be the least intrusive necessary.</p>	22 PA Code 14.133 34 CFR 300.324
	<p><b><u>Physical Restraints</u></b></p> <p>Restraints to control acute or episodic aggressive behavior may be used only when the student is acting in a manner that presents a clear and present danger to the student, other students or employees, and only when less restrictive measures and techniques have proven to be or are less effective.</p> <p>The Superintendent or designee shall notify the person in parental relation as soon as practicable of the use of restraints to control the aggressive behavior of the student and shall convene a meeting of the IEP team within ten (10) school days of the use of restraints, unless the person in parental relation, after written</p>	22 PA Code 14.133  22 PA Code 14.133

	<p style="text-align: center;"><b>POLICY NO. 113.24</b> <b>POSITIVE BEHAVIOR SUPPORT</b></p> <p>notice, agrees in writing to waive the meeting. At this meeting, the IEP team shall consider whether the student needs a functional behavioral assessment, re-evaluation, a new or revised Positive Behavior Support Plan, or a change of placement to address the inappropriate behavior.</p> <p>The use of restraints shall not be included in the IEP for the convenience of staff, as a substitute for an educational program, or to be employed as punishment. Restraints may be included in an IEP with person in parental relation consent-only if:</p> <ol style="list-style-type: none"> <li>1. The restraint is used with specific component elements of a Positive Behavior Support Plan.</li> <li>2. The restraint is used in conjunction with teaching socially appropriate alternative skills or behaviors.</li> <li>3. Staff are authorized to use the restraint and have received appropriate training.</li> <li>4. Positive Behavior Support Plan includes efforts to eliminate the use of restraints.</li> </ol> <p><u>Mechanical Restraints</u></p> <p>Mechanical restraints, which are used to control involuntary movement or lack of muscular control of a student when due to organic causes or conditions, may be employed only when specified by an IEP and as determined by a medical professional qualified to make the determination, and as agreed to by the student's person(s) in parental relation.</p> <p>Mechanical restraints shall prevent a student from injuring the student or others, or promote normative body positioning and physical functioning.</p> <p><u>Seclusion</u></p> <p>The District permits involuntary seclusion of a student for a limited period of time in accordance with the student's IEP or in an emergency to prevent immediate or imminent injury to the student or others, but the seclusion must be the least restrictive alternative. District staff shall provide continuous supervision of</p>	<p>22 PA Code 14.133</p> <p>22 PA Code 14.133</p>
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	<p style="text-align: center;"><b>POLICY NO. 113.21</b> <b>POSITIVE BEHAVIOR SUPPORT</b></p> <p>students in seclusion, which need not always involve presence of staff within the same room.</p> <p>The District prohibits the seclusion of student in locked rooms, locked boxes and other structures or spaces from which the student cannot readily exit.</p> <p><u>Aversive Techniques</u></p> <p>The following aversive techniques for addressing behavior are considered inappropriate and shall not be used in educational programs:</p> <ol style="list-style-type: none"> <li>1. Corporal punishment.</li> <li>2. Punishment for behaviors caused by or directly and substantially related to a student's disability.</li> <li>3. Locked rooms, locked boxes, other locked structures or spaces from which the student cannot readily exit.</li> <li>4. Noxious substances.</li> <li>5. Deprivation of basic human rights, such as withholding meals, water or fresh air.</li> <li>6. Suspensions constituting a pattern as defined in state regulations.</li> <li>7. Treatment of a demeaning nature.</li> <li>8. Electric shock.</li> <li>9. Methods implemented by untrained personnel.</li> <li>10. Prone restraints, which are restraints by which a student is held face down on the floor.</li> </ol> <p><u>Reporting and Monitoring</u></p> <p>The Superintendent or designee shall maintain and report data on the use of restraints in a manner prescribed by the Secretary of Education of the Commonwealth of Pennsylvania. Such</p>	<p>22 PA Code 14.133</p> <p>22 PA Code 14.133</p> <p>22 PA Code 14.143</p> <p>22 PA Code 14.133</p>
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	<p style="text-align: center;"><b>POLICY NO. 113.21</b> <b>POSITIVE BEHAVIOR SUPPORT</b></p> <p>report shall be readily available for review during cyclical compliance monitoring conducted by the Pennsylvania Department of Education. Procedures shall be established requiring reports be made to the District by entities educating students with disabilities who attend programs or classes outside the district, including private schools, agencies, intermediate units and vocational schools.</p> <p><u>Referral to Law Enforcement</u></p> <p>The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a student with a disability, including a student for whom an evaluation is pending, to the <del>law enforcement agency</del> <del>local police department</del> that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with <del>local</del> law enforcement and Board policies. The Superintendent or designee shall respond to such incidents in accordance with the District's Special Education Plan and, if applicable, the procedures, methods and techniques defined in the student's Behavior Support Plan.</p> <p>For a student with a disability who has a Positive Behavior Support Plan at the time of referral, subsequent to notification to law enforcement, the District shall convene the student's IEP team and an updated functional behavior assessment and Positive Behavior Support Plan shall be required.</p> <p>If, as a result of such referral, the student is detained or otherwise placed in a residential setting located outside the District, the Superintendent or designee shall ensure that the school district or intermediate unit is informed of the need to update the student's functional behavioral assessment and Positive Behavior Support Plan.</p> <p>For a student with a disability who does not have a Positive Behavior Support Plan, subsequent to notification to law enforcement, the District shall convene the student's IEP team to consider whether a Positive Behavior Support Plan should be</p>	<p>SC 1306.2-B, 1319-B2.1-A 22 PA Code 10.2, 10.21, 10.22, 10.23, 10.25, 14.104, 14.133 34 CFR 330.535 20 U.S.C. 1415 Pol. 103.1, 113, 113.12, 218, 218.1, 218.2, 227, 250, 251, 805.1, 823</p> <p>22 PA Code 10.23, 14.133, Pol. 113.3</p> <p>22 PA Code 14.133</p> <p>22 PA Code 10.23, 14.133</p>
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	<p style="text-align: center;"><b>POLICY NO. 113.21</b> <b>POSITIVE BEHAVIOR SUPPORT</b></p> <p>developed to address the student’s behavior, in accordance with law, regulations and Board policy.</p> <p><u>Relations With Law Enforcement</u></p> <p>The District shall provide a copy of its administrative regulations and procedures for behavior support, developed in accordance with the Special Education Plan, to each <b>law enforcement agency</b><del>local police department</del> that has jurisdiction over school property. Updated copies shall be provided each time the administrative regulations and procedures for behavior support are revised by the District.</p> <p>The District shall invite representatives of each <b>law enforcement agency</b><del>local police department</del> that has jurisdiction over school property to participate in district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to student behavior that may require intervention, as included in the District’s Special Education Plan and positive behavior support program.</p> <p>Previously Revised: <b>April 20, 2021</b>; December 13, 2016; February 17, 2011</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1302.1-A</p> <p>State Board of Education Regulations – 22 PA Code Sec. 10.2, 10.21, 10.22, 10.23, 10.25, 14.104, 14.133, 14.143, 14.145</p> <p>Individuals With Disabilities Education Act – 20 U.S.C. Sec. 1414, 1415</p> <p>Individuals With Disabilities Education Act, Title 34, Code of Federal Regulations – 34 CFR Part 300.114, 300.324, 300.34, 300.530, 300.535</p> <p>Board Policy – 103.1, 113, 113.12, 113.3, 218, <b>218.1, 218.2, 227, 250, 251</b>, 805.1, 823</p>	<p>22 PA Code 10.23, 14.104 Pol. 113, 805.1</p> <p>22 PA Code 10.23, 14.104, 14.133 Pol. 113, 805.1</p>
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# Policy Guide

Policy No. 214Section PUPILSTitle CLASS RANK /  
GRADUATION HONORSAdopted AUGUST 21, 1989Last Revised JANUARY 17, 2023

POLICY NO. 214 CLASS RANK/GRADUATION HONORS		
Section 1	<p><b><u>Purpose</u></b></p> <p>The Board acknowledges the usefulness for a system of computing quality point averages for secondary school students to inform students, <del>persons in parental relation</del> <del>arents/guardians</del> and others of their relative academic placement.</p>	
Section 2	<p><b><u>Authority</u></b></p> <p>Class rank will be calculated for internal purposes only and will not be placed on student transcripts. Class rank will be made available only for scholarship applications or other entities/institutions that stipulate that class rank is required and will not be accepted without this information. Class rank will be determined using the weighted GPA and by limiting the calculations of grade point averages to two decimal places.</p>	
Section 3	<p><b><u>Guidelines</u></b></p> <p>Quality points shall be awarded for each course according to Board Policy 127 – Assessment System based on the student’s final grade, the academic level, and the number of credits of the course.</p> <p>Students shall be categorized according to the following:</p> <p>Honors            3.50-3.74  High Honors    3.75+  Distinguished Graduate 4.01+ other criteria</p>	

<p><b>Section 4</b></p>	<p style="text-align: center;"><b>POLICY NO. 214</b> <b>CLASS RANK/GRADUATION HONORS</b></p> <p><u>Distinguished Graduate</u></p> <p>Additional criteria to be a Distinguished Graduate <b>include</b>:</p> <ol style="list-style-type: none"> <li>1. One-hundred (100) or more hours of community service, according to District <b>community service</b> guidelines.</li> <li>2. <del>-and-Aa</del> leadership position within the school or community.</li> <li>3. <b>Pass the keystone exams in Algebra I, Biology, and Literature (Only applies to the Senior Class of 2029 and beyond).</b></li> </ol> <p>Distinguished Graduate(s) will be selected through a committee to speak at Commencement, along with the class president.</p> <p><b><u>Delegation of Responsibility</u></b></p> <p>The Superintendent or designee shall develop procedures for the computation of quality point averages to implement this policy and procedures for selection of a Distinguished Graduate(s) to speak at Commencement.</p> <p>Revision History: <b>January 17, 2023</b>; April 21, 2020; August 20, 2019; March 26, 2015; June 28, 1999</p> <p>References:</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.24</p>	<p>22 PA Code 4.24</p>
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# Policy Guide

Policy No. 247Section PUPILSTitle HAZINGAdopted AUGUST 15, 2017Last Revised JUNE 21, 2022

POLICY NO. 247 HAZING		
Section 1	<p><b><u>Purpose</u></b></p> <p>The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the District and are prohibited at all times.</p>	
Section 2	<p><b><u>Definitions</u></b></p> <p><b>Hazing</b> occurs when a person intentionally, knowingly, or recklessly, for the purpose of initiating, admitting, or affiliating, or for the purpose of continuing membership or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following:</p> <ol style="list-style-type: none"> <li>1. Violate federal or state criminal law.</li> <li>2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.</li> <li>3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.</li> <li>4. Endure brutality of a mental nature including activity adversely affecting mental health or dignity of the individual, sleep deprivation, exclusion from social contact, or that could result in extreme embarrassment.</li> <li>5. Endure brutality of sexual nature.</li> </ol>	18 Pa. C.S.A. 2802

	<p style="text-align: center;"><b>POLICY NO. 247</b> <b>HAZING</b></p> <p>6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.</p> <p>7. Any willful destruction or removal of public or private property.</p> <p><b>Aggravated hazing</b> occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:</p> <ol style="list-style-type: none"> <li>1. The person acts with reckless indifference to the health and safety of the student; or</li> <li>2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.</li> </ol> <p><b>Organizational hazing</b> occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.</p> <p>Any activity, as described above, shall be deemed a violation of this policy regardless of whether:</p> <ol style="list-style-type: none"> <li>1. The consent of the student was sought or obtained, or</li> <li>2. The conduct was sanctioned or approved by the school or organization.</li> </ol> <p><b>Student activity or organization</b> means any activity, society, corps, team, club or service, social or similar group operating under the sanction of or recognized as an organization by the District, whose members are primarily students or alumni of the organization.</p> <p>For purposes of this policy, <b>bodily injury</b> shall mean impairment of physical condition or substantial pain.</p> <p>For purposes of this policy, <b>serious bodily injury</b> shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.</p>	<p>18 Pa. C.S.A. 2803</p> <p>18 Pa. C.S.A. 2804, 2808</p> <p>18 Pa. C.S.A. 2806</p> <p>18 Pa. C.S.A. 2801 SC 511</p> <p>18 Pa. C.S.A. 2301</p> <p>18 Pa. C.S.A. 2301</p>
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	<p style="text-align: center;"><b>POLICY NO. 247 HAZING</b></p> <p><b>Section 3</b>     <b><u>Authority</u></b></p> <p>The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.</p> <p>No student, person in parental relation, coach, sponsor, volunteer or district employee shall engage in, condone or ignore any form of hazing.</p> <p>The Board encourages students who believe they, or others, have been subjected to hazing to promptly report such incidents to any staff member.</p> <p><del>Title IX Sexual Harassment and Other</del> <u>Discrimination/Harassment</u></p> <p>Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination or harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a hazing investigation, potential issues of discrimination or harassment are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination or harassment as well as the incidents of alleged hazing.</p> <p><b>Section 4</b>     <b><u>Delegation of Responsibility</u></b></p> <p>Students, person(s) in parental relation, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal or designee.</p> <p>District administrators shall investigate promptly all complaints of hazing and administer appropriate discipline to any individual or student activity or organization found to be in violation of this policy.</p> <p>When a student's behavior indicates a threat to the safety of the</p>	<p>18 Pa. C.S.A. 2806, 2808 SC 511 Pol. 122, 123</p> <p>Pol. 103, 103.1</p> <p>SC 1302-E</p>
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<p><b>Section 5</b></p>	<p style="text-align: center;"><b>POLICY NO. 247</b> <b>HAZING</b></p> <p>student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy 236.1.</p> <p><b><u>Guidelines</u></b></p> <p>In addition to posting this policy on the District’s website, the District shall inform students, person(s) in parental relation, sponsors, volunteers and district employees of the District’s policy prohibiting hazing, including District rules, penalties for violations of the policy, and the program established by the District for enforcement of the policy by means including publication in handbooks and verbal instructions by the coach or sponsor at the start of the season or program.</p> <p>This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct. These individuals must acknowledge that they have read and understood this policy.</p> <p><b><u>Complaint Procedure</u></b></p> <p>When a student who believes that they have been subject to hazing or is aware of a hazing incident, to promptly report the incident to any staff member. Staff members shall report such incidents to their immediate supervisor.</p> <p>Students are encouraged to use the District’s report form (103-AR-1), available from the building principal or on the District’s website, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.</p>	<p>Pol. 236.1</p> <p>18 Pa. C.S.A. 2808</p> <p>SC 511</p>
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	<p style="text-align: center;"><b>POLICY NO. 247</b> <b>HAZING</b></p> <p>The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits review and possible action under other Board policies.</p> <p><u>Interim Measures/Law EnforcementPolice</u></p> <p>Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, and the determination of what the complaining student needs or wants through questioning.</p> <p>Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to <del>law enforcementthe police</del> consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to <del>law enforcementthe police</del> at every stage of the proceeding. The decision to report a matter to <del>law enforcementthe police</del> should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with the police in this regard.</p> <p><i>Referral to Law Enforcement and School Safety and Security IncidentSafe Schools ReportingRequirements –</i></p> <p>For purposes of reporting hazing incidents to law enforcement in accordance with <del>school safety and security Safe Schools Act</del></p>	<p>18 Pa. C.S.A. 2810</p> <p>SC 1319-B03-A 22 PA Code 10.2</p>
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	<p style="text-align: center;"><b>POLICY NO. 247</b> <b>HAZING</b></p> <p>reporting, the term <b>incident</b> shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco <b>products</b>; or conduct that constitutes an offense listed <b>in the school safety and security provisions of School Code</b><del>under the Safe Schools Act.</del></p> <p>The Superintendent or designee shall immediately report required incidents and discretionary incidents, as defined in the Safe Schools Act, committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the <b>law enforcement agency</b><del>local police department</del> that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.</p> <p>The Superintendent or designee shall notify the person in parental relation of any student directly involved in an <b>defined</b> incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the person in parental relation whether or not the <b>law enforcement agency</b><del>local police department</del> that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the person in parental relation.</p> <p>In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the <b>PA Department of Education</b><del>Office for Safe Schools</del> on the required form.</p> <p><u>Confidentiality</u></p> <p>Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the District's legal and investigative obligations.</p> <p><u>Retaliation</u></p>	<p>35 P.S. 780-102</p> <p>22 PA Code 10.2, 10.21, 10.22 SC <b>1306.2-B, 1319-B02.1-A, 1303-A</b> Pol. 805.1</p> <p>22 PA Code 10.2, 10.25 Pol. 805.1</p> <p>24 P.S. <b>1306.2-B, 1319-B1303-A</b> Pol. 805.1</p>
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	<p style="text-align: center;"><b>POLICY NO. 247</b> <b>HAZING</b></p> <p>Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action.</p> <p><u>Consequences for Violations</u></p> <p><i>Safe Harbor –</i></p> <p>An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if the individual complies with the requirements under law, subject to the limitations set forth in law.</p> <p><i>Students –</i></p> <p>If the investigation results in a substantiated finding of hazing, or an attempt to circumvent or impede an investigation the investigator shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. The student may also be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline.</p> <p>Building principals shall take such disciplinary action for violations of this policy as is appropriate and within their authority, as set forth in policy and the Code of Student Conduct.</p> <p><i>Nonstudent Violators/Organizational Hazing -</i></p> <p>If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, the coach, sponsor, or volunteer shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment.</p>	<p>18 Pa. C.S.A. 2810</p> <p>18 Pa. C.S.A. 2808, 2810 SC 511 Pol. 218, 233</p> <p>Pol. 817</p>
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	<p style="text-align: center;"><b>POLICY NO. 247</b> <b>HAZING</b></p> <p>If an organization is found to have engaged in organizational hazing, it shall be subject to the imposition of fines and other appropriate penalties. Penalties may include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the District.</p> <p><i>Criminal Prosecution –</i></p> <p>Any person or organization that causes or participates in hazing and/or is knowledgeable of a hazing event and fails to report may also be subject to criminal prosecution.</p> <p>Previously Revised: <a href="#">June 21, 2022</a>; October 20, 2020</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 511, <del>1302.1-A</del>, 1302-E, <del>1303-A</del> <a href="#">1306.2-B</a>, <a href="#">1319-B</a></p> <p>State Board of Education Regulations – 22 Pa Code Sec. 10.2, 10.21, 10.22, 10.25</p> <p>PA Crimes and Offenses – 18 Pa. C.S.A. Sec. 2301, 2801, 2802, 2803, 2804, 2806, 2808, 2810</p> <p>Controlled Substance, Drug, Device and Cosmetic Act – 35 P.S. 780-102</p> <p>Board Policy – 103, 103.1, 122, 123, 218, 233, 236.1, 805.1, 817</p>	18 Pa. C.S.A. 2808
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# Policy Guide

Policy No. 256Section PUPILSTitle BULLYING/CYBERBULLYINGAdopted NOVEMBER 15, 2007Revised JUNE 21, 2022

POLICY NO. 256 BULLYING/CYBERBULLYING		
Section 1	<p><b><u>Purpose</u></b></p> <p>The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.</p>	
Section 2	<p><b><u>Definitions</u></b></p> <p><b>Bullying</b> means an intentional electronic, written, verbal, or physical act, or series of acts directed at another student or students, which occurs in a school setting and/or outside a school setting that is severe, persistent, or pervasive and has the effect of doing any of the following:</p> <ol style="list-style-type: none"> <li>1. Substantially interfering with a student's education.</li> <li>2. Substantially disrupting the orderly operation of the school.</li> <li>3. Creating a threatening environment.</li> </ol> <p><b>Bullying</b>, as defined in this policy, includes cyberbullying.</p> <p><b>School setting</b> means in the school, on school grounds, in school vehicles, on contracted school vehicles, at a designated bus stop, or at any activity sponsored, supervised, or sanctioned by the school and/or District. This shall also include hours in which a student would be considered "present" during</p>	<p>SC 1303.1-A</p> <p>SC 1303.1</p>



	<p style="text-align: center;"><b>POLICY NO. 256</b> <b>BULLYING/CYBERBULLYING</b></p> <p>Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination or harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a bullying investigation, potential issues of discrimination or harassment are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination or harassment as well as the incidents of alleged bullying.</p> <p><u>Confidentiality</u></p> <p>Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the District's legal and investigative obligations.</p> <p><u>Retaliation</u></p> <p>Reprisal or retaliation relating to reports of bullying or participation in an investigation of allegations of bullying is prohibited and shall be subject to disciplinary action.</p> <p><b><u>Delegation of Responsibility</u></b></p> <p>Every student and employee shall be responsible to respect the rights of others and to ensure an atmosphere free of bullying.</p> <p>The Superintendent or designee shall develop administrative regulations to implement this policy. In addition, the Administration will develop procedures for training all employees, including chaperones and sponsors on the Policy.</p> <p>The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.</p> <p>The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years at a minimum and recommend necessary revisions to the Board.</p>	
<b>Section 4</b>		<p>SC 1303.1-A</p> <p>SC 1303.1-A</p>

	<p style="text-align: center;"><b>POLICY NO. 256</b> <b>BULLYING/CYBERBULLYING</b></p> <p>District administration shall annually provide the following information with the <a href="#">school safety and security incident report</a><del>Safe School Report</del>:</p> <ol style="list-style-type: none"> <li>1. Board's Bullying Policy</li> <li>2. Report of bullying incidents</li> <li>3. Information on the development and implementation of any bullying prevention, intervention or education programs.</li> </ol> <p>The Administration is directed to evaluate the need, if any, for District-wide or building-level evidence-based bullying prevention programs, and to report its findings to the Board with appropriate recommendations.</p> <p>The Administration is directed to continue to assess, and to make recommendations to the Board, for any appropriate changes to existing intervention programs and practices in place to address the needs of students who are bullied, and the issues relating to students who engage in bullying.</p>	<p>SC 1303.1-A <a href="#">Pol. 805.1</a></p>
<b>Section 5</b>	<p><b><u>Guidelines</u></b></p> <p>The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.</p> <p>This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.</p> <p><b><u>Education</u></b></p> <p>The District shall develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.</p> <p><b><u>Consequences for Violations</u></b></p>	<p>SC 1303.1-A 22 PA Code 12.3 Pol. 218</p> <p>SC 1303.1-A</p> <p>SC 1302-A, 1303.1-A 20 U.S.C. 7118</p>

	<p style="text-align: center;"><b>POLICY NO. 256</b> <b>BULLYING/CYBERBULLYING</b></p> <p>A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:</p> <ol style="list-style-type: none"> <li>1. Counseling within the school.</li> <li>2. Parental/person in parental relation conference.</li> <li>3. Loss of school privileges.</li> <li>4. Transfer to another school building, classroom or school bus.</li> <li>5. Exclusion from school-sponsored activities.</li> <li>6. Detention.</li> <li>7. Suspension.</li> <li>8. Expulsion.</li> <li>9. Counseling/Therapy outside of school.</li> <li>10. Referral to law enforcement official.</li> </ol> <p>Previously Revised: <a href="#">June 21, 2022</a>; November 17, 2020; November 20, 2018; December 15, 2015; December 6, 2012</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1301.1, 1302-A 1302-E, 1303.1-A</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.3</p> <p>Activities to Support Safe and Healthy Students – 20 U.S.C. Sec. 7118</p> <p>Board Policy – 103, 103.1, 218, 233, 236.1, <a href="#">805.1</a></p>	<p>SC 1301.1-A Pol. 218, 233</p>
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