

# BOARD OF SCHOOL DIRECTORS

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

### *MINUTES*

Call to Order	President Tamara Donahue called the meeting to order at 7:00 p.m.
Pledge	The meeting opened with the pledge to the flag.
Attendance	Those present included: Mrs. Donahue, Mr. Hill, Ms. Lindsey, Mr. LaPorte, Mrs. Lydon, Mr. Raso, Mrs. Shaw, Ms. Snyder and Mr. Wilson. Also present were; Dr. William P. Stropkaj, Superintendent; Ms. Krisha DiMascio, Solicitor; Mr. Joseph A. Kubiak, Assistant to the Superintendent for Operations/Board Secretary; Dr. Shannon Varley, Assistant to the Superintendent for Student Achievement; Dr. Suzanne Hanna, Assistant to the Superintendent for Student Services and Mrs. Maureen S. Myers, Assistant Board Secretary/Recording Secretary were present.
Public Comment	<b>Public Comment – None</b>
Recognitions	Dr. Stropkaj recognized a number of groups and students in the District.
Board President's Report	<b>BOARD PRESIDENT'S REPORT – Mrs. Tamara Donahue</b>
Board Minutes	<b>BOARD MINUTES</b>  On the motion of Mrs. Lydon, seconded by Mrs. Shaw, the Board approved the Work Session Minutes of January 14, 2025 and the Business/Legislative Minutes of January 21, 2025.  <i>Motion carried 9-0</i>  <b><u>FOR INFORMATION ONLY</u></b> <ul style="list-style-type: none"><li>○ Parkway West Career and Technology Center Report <i>Mrs. Annie Shaw</i><ul style="list-style-type: none"><li>○ Mrs. Shaw reported on a number of accomplishments of the KO students who attend Parkway.</li></ul></li><li>○ SHASDA Report <i>Mr. Santo Raso</i><ul style="list-style-type: none"><li>○ First meeting of the year is on Thursday, February 20 at Upper St. Clair High School.</li></ul></li><li>○ PSBA/Legislative Report <i>Mrs. Theresa Lydon</i></li><li>○ News from the Boroughs</li></ul>
Executive Session	<b>EXECUTIVE SESSION</b> – There was no Executive Session prior to this evening's Business/Legislative Meeting.
Superintendent's Report	<b>SUPERINTENDENT REPORT – Dr. William P. Stropkaj</b>
2025/2026 Calendar	<b>ADOPTION OF THE 2025/2026 SCHOOL YEAR CALENDAR</b>

On the motion of Mrs. Shaw, seconded by Mr. LaPorte, the Board approved the adoption of the 2025/2026 school year calendar as presented by the Superintendent. (*Pages 5 – 6*)

*Motion carried 9-0*

**Policy 610**

**SECOND READING POLICY 610: PURCHASES SUBJECT TO BID/QUOTATION**

On the motion of Mrs. Lydon, seconded by Ms. Lindsey, the Board approved the SECOND READING of Policy 610: *Purchases Subject to Bid/Quotation*.

*Motion carried 9-0*

**Policy 611**

**SECOND READING POLICY 611: PURCHASES BUDGETED**

On the motion of Mrs. Lydon, seconded by Ms. Lindsey, the Board approved the SECOND READING of Policy 611: *Purchases Budgeted*.

*Motion carried 9-0*

**PD**

**PROFESSIONAL DEVELOPMENT**

On the motion of Mrs. Lydon, seconded by Ms. Snyder, the Board approved the following Professional Development request:

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

*Motion carried 9-0*

# KEYSTONE OAKS SCHOOL DISTRICT

## 2025-2026 SCHOOL CALENDAR

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

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

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



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

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

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

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

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

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

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

First & Last Student Day

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



**Early Dismissal(s) for Students**



**Professional Development and/or Clerical**



**Act 80 Day – Two-hour late start for Students**



**Holiday Dates – No School**

**KEYSTONE OAKS SCHOOL DISTRICT  
2025-2026 SCHOOL CALENDAR**

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

**FACULTY DAYS**

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

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

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

**PARAPROFESSIONAL DAYS**

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

**MAKE-UP DAYS**

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

**END OF GRADING PERIODS**

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

Pupil Personnel Report  
Maxim Agreement

**PUPIL PERSONNEL REPORT – Dr. William P. Stropkaj**  
**MAXIM HEALTHCARE SERVICES AGREEMENT AMENDMENT**

On the motion of Mrs. Shaw, seconded by Mr. Hill, the Board approved the Education Institute Agreement Amendment between Maxim Healthcare Services and the Keystone Oaks School District effective January 21, 2025.

For Information Only

The Amendment reflects the hourly school nurse rate to be \$95 per hour, which was not reflected in the original agreement effective August 1, 2024. All other terms and conditions will remain unchanged as stated in the Agreement effective August 1, 2024.

*Motion carried 9-0*

Dual Credit Agreement

**DUAL CREDIT AGREEMENT – SETON HILL UNIVERSITY**

On the motion of Mr. Hill, seconded by Mr. LaPorte, the Board approved the Dual Credit Agreement between Seton Hill University and Keystone Oaks School District effective July 1, 2025 through June 30, 2028. This agreement reflects an increase of \$5 for a 3 or 4 credit CHS (College in the High School) course. There are no other changes from the prior agreement.

*Motion carried 9-0*

Personnel Report

**PERSONNEL REPORT – Mrs. Tamara Donahue & Ms. Emily Snyder**

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

On the motion of Ms. Lindsey, seconded by Mr. Wilson, the Board accepted the letter of retirement from the following individuals under the *Early Retirement Incentive Program for Professional Employees*:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
<b>Teresa Bailey</b>	ELA/Middle School	<b>June 30, 2026</b>
<b>Deborah Bucek</b>	Teacher/Dormont	<b>June 30, 2025</b>
<b>Dana Goimarac</b>	Teacher/Aiken	<b>End of the 1<sup>st</sup> Semester of the 2025/2026 school year</b>
<b>Heather Hardy</b>	School Nurse/Myrtle	<b>June 30, 2026</b>
<b>Kenneth Hustava</b>	Phys. Ed./High School	<b>June 30, 2026</b>
<b>Kerry Karapandi</b>	Music/Elementary	<b>End of the 1<sup>st</sup> Semester of the 2025/2026 school year</b>

<b>Craig Lawhead</b>	Counselor/Aiken	<b>June 30, 2026</b>
<b>Michelle Lowers</b>	Spanish/HS/MS	<b>End of 1<sup>st</sup> Semester of the 2025/2026 school year</b>
<b>Kathleen Morrow</b>	ESL/High School	<b>End of the 1<sup>st</sup> Semester of the 2025/2026 school year</b>
<b>John Murphy</b>	Social Studies/High School	<b>June 30, 2026</b>
<b>Judith Tredway</b>	Teacher/Dormont	<b>June 30, 2025</b>
<b>Theresa Twyman</b>	Teacher/Myrtle	<b>June 30, 2026</b>

*Motion Carried 9-0*

**ERI – Non-Profess.  
Employees**

### **RETIREMENT UNDER THE EARLY RETIREMENT INCENTIVE PROGRAM FOR NON-PROFESSIONAL EMPLOYEES 2024/2025**

On the motion of Ms. Lindsey, seconded by Mrs. Shaw, the Board accepted the letter of retirement from the following individual under the *Early Retirement Incentive Program for Non-Professional Employees*:

<u><b>Name</b></u>	<u><b>Position</b></u>	<u><b>Effective Date</b></u>	<u><b>Years of Service</b></u>
<b>Beth Ann Padden</b>	School Security Guard	<b>June 30, 2025</b>	35

*Motion carried 9-0*

**Retirement**

### **RETIREMENT**

On the motion of Ms. Lindsey, seconded by Mrs. Lydon, the Board accepted the following retirement:

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

*Motion carried 9-0*

**Resignations**

### **RESIGNATIONS**

On the motion of Ms. Lindsey, seconded by Mrs. Lydon, the Board accepted the following resignations:

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

Appointments

**APPOINTMENTS**

**1. Project Succeed Instructor 2024/2025**

On the motion of Mrs. Lydon, seconded by Mrs. Shaw, in compliance with the ***Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026***, the Board approved the following individual as a Project Succeed Instructor for the 2024/2025 school year:

**Joseph Villani**

Motion carried 9-0

**2. Activity Stipends – 2024/2025 School Year**

On the motion of Mrs. Lydon, seconded by Mrs. Shaw, in compliance with the ***Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026***, the Board approved the following individuals for the 2024/2025 school year:

<u>Activity</u>	<u>Position</u>	<u>Sponsor</u>	<u>Stipend</u>
Baseball (Varsity)	Head Coach	Nick Riggle	\$5,000.00
	Assistant	Tony Liebro	\$2,500.00
Baseball (JV)	Head Coach	Josh Beck	\$2,500.00
Bocce (Varsity)	Head Coach	Brittany Linsenbigler	\$3,000.00
	Assistant	Russell Klein	\$2,000.00
Musical (Elementary)	Assistant	Carol Smith	\$2,500.00
	Assistant	Zachary Smith	\$2,500.00
Softball (Varsity)	Head Coach	Keith Buckley	\$5,000.00
	Assistant	Richard Barrett	\$2,500.00
Softball (JV)	Head Coach	Dan Smith	\$2,500.00
Tennis (Boys)	Head Coach	Leslie Leopold	\$5,000.00
	Assistant	Kieran Gorman	\$2,500.00
Track (Varsity, Co-Ed)	Head Coach	Jim Feeney	\$5,000.00
	Assistant	Donnie Burns	\$3,333.00
	Assistant	Lauryn Greggs	\$3,333.00
	Assistant	Mike Orosz	\$3,333.00
Track (MS, Co-Ed)	Head Coach	Carly Devine	\$3,000.00
	Assistant	Dennis Sarchet	\$2,500.00



	Assistant	<b>Russ Klein</b>	\$2,500.00
	Assistant	<b>Craig Wetzel</b>	\$2,500.00
<b>Volleyball (Boys)</b>	Head Coach	<b>Mark Tortorella</b>	\$6,500.00
	Assistant	<b>Cole Fernandez</b>	\$3,250.00

*Motion carried 9-0*

### **3. Custodian**

On the motion of Mrs. Lydon, seconded by Mrs. Shaw, in compliance with the ***Keystone Oaks Service Employee's International Union Local 32JB Collective Bargaining Agreement 2021 - 2026***, that the Board approved the employment of:

**Eric Gretz**  
Custodian – Myrtle Avenue Elementary  
Effective – February 19, 2025  
Salary - \$31,723.37 (pro-rated)

*Motion carried 9-0*

## **Teaching Load Comp. TEACHING LOAD COMPENSATION**

On the motion of Mr. Hill, seconded by Mrs. Shaw, in compliance with the ***Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026***, the Board approved the following individuals' compensation for the first semester of the 2024/2025 school year:

### **1. Secondary Teacher Stipends Teaching 7 out of 8 Periods**

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

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

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

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

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

Jocelyn Hiber	\$2,000.00
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For Information Only

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

*Motion carried 9-0*

**FMLA**

**FAMILY AND MEDICAL LEAVE**

On the motion of Mrs. Lydon, seconded by Mr. LaPorte, the Board approved the following individual for Family and Medical Leave:

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

*Motion carried 9-0*

**Finance Report**

**FINANCE REPORT – Mr. Nafis Hill**

**Accounts Payable**

**ACCOUNTS PAYABLE APPROVAL LISTS THROUGH JANUARY 31, 2025**

On the motion of Mrs. Lydon, seconded by Mr. LaPorte, the Board approved of the following Accounts Payable lists as presented in the *Finance Package*:

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

*Motion carried 9-0*

**Parkway West Budget**

**PARKWAY WEST CAREER & TECHNOLOGY CENTER BUDGET**

On the motion of Mrs. Lydon, seconded by Ms. Lindsey, the Board approved:

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

**2025/2026**

- Parkway West General Operation Budget \$9,603,622.00
- Parkway West Jointure Budget \$1,076,716.00

2. Keystone Oaks School District's Estimated Share of Budget

- Parkway West General Operation Budget \$593,602.76
- Parkway West Jointure Budget \$47,527.78

For Information Only

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

*Motion carried 9-0*

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

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

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

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

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

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

## III. BANK BALANCES

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

#### BALANCE

#### GENERAL FUND

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

#### CAFETERIA FUND

FNB BANK	\$ 314,974
PLGIT	\$ 2,171,296
	<b>\$ 2,486,270</b>

#### CONSTRUCTION FUND / CAP RESERVE

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

#### GRAND TOTAL

<b>\$ 26,987,026</b>
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Activities & Athletics  
Report

**ACTIVITIES & ATHLETICS REPORT – Mr. Tom LaPorte**

Extra Activity Worker

**EXTRA ACTIVITY WORKER – 2024/2025 SCHOOL YEAR**

On the motion of Mrs. Lydon, seconded by Ms. Lindsey, the Board approved the following individual as an extra activity worker for the 2024/2025 school year:

Taylor Hudson

*Motion carried 9-0*

- There will be a Buildings, Grounds and Transportation Committee Meeting on Tuesday, February 25.
- There will be a communications committee meeting on Tuesday, February 19.

Adjournment

**ADJOURNMENT**

On the motion of Mrs. Lydon, seconded by Mrs. Shaw, the meeting was adjourned at 7:30 p.m.

*Motion passed 9-0*

Respectfully submitted,

Joseph A. Kubiak  
Board Secretary

Maureen S. Myers  
Assistant Board Secretary

KEYSTONE OAKS SCHOOL DISTRICT

# Policy Guide



Policy No. 610

Section FINANCES

Title PURCHASES SUBJECT TO BID/QUOTATION

Adopted AUGUST 21, 1989

Last Revised NOVEMBER 20, 2014;  
MARCH 19, 2011

POLICY NO. 610 PURCHASES SUBJECT TO BID/QUOTATION		
Section 1	<p><b><u>Purpose</u></b></p> <p>It is the policy of the Board to obtain competitive bids for products and services where such bids are required by law or where such bids may be believed to bring about a cost savings to the School District.</p>	SC 751, 807.1
Section 2	<p><b><u>Guidelines</u></b></p> <p>The amounts contained in this policy regarding competitive bid and price quotation requirements are subject to adjustments based on the Consumer Price Index.</p> <p><del>The amounts contained in this policy regarding competitive bid and price quotation requirements are subject to adjustments based on Pennsylvania law and are published annually by the Department of Labor and Industry.</del></p> <p>Act 57 of 1998 allows for the District to enter into cooperative purchasing programs such as COSTARS, PEPPM, and KPN. Items or services purchased using any of these programs are not subject to the bidding/quotation requirements as described in this policy.</p> <p><b><u>Competitive Bids</u></b></p> <p>When seeking competitive bids for an amount greater than or equal to the base amount for competitive bidding [<del>\$23,800</del><del>19,100</del>]<sup>1</sup> per law, the Board shall advertise once a week</p>	<p>SC 120, 751, 807.1</p> <p><del>62 Pa. C.S.A. Sec. 1901, 1902</del> <del>24 P.S. Sec. 951 et seq.</del></p> <p>SC 751, 807.1</p>

	<p style="text-align: center;"><b>POLICY NO. 610</b> <b>PURCHASES SUBJECT TO BID/QUOTATION</b></p> <p>for three (3) weeks in not less than two (2) newspapers of general circulation and on the District website.</p> <p>After due public notice advertising for competitive bids, the Board shall be authorized to:</p> <ol style="list-style-type: none"> <li>1. Purchase furniture, equipment, school supplies and appliances costing greater than or equal to the base amount for competitive bidding [\$23,800<del>19,100</del>]<sup>1</sup> per law unless exempt by law.</li> <li>2. Contract for construction, reconstruction, repairs, maintenance or work on any school building or property having a total cost or value greater than or equal to the base amount for competitive bidding [\$23,800<del>19,100</del>]<sup>1</sup> per law unless exempt by law.</li> </ol> <p>The Board prohibits the practice of splitting purchases to avoid advertising and bidding requirements.</p> <p>With kind, quality, and material being equal, the bid of the lowest responsible bidder meeting bid specifications shall be accepted upon resolution of the Board, unless the Board chooses to reject all bids.</p> <p>Not having sufficient quotes from multiple bidders on a line item basis (i.e. a significant number of items would be “sole sourced”) may be a basis for rejection of all bids.</p> <p>The Board recognizes that emergencies may occur when imminent danger exists to persons or property or the continuance of existing school classes is threatened, and time for bidding cannot be provided because of the need for immediate action. Bidding decisions in the event of such emergencies shall be made in accordance with existing legal requirements. <del>In such case, competitive bids are to be solicited from at least three (3) responsible bidders and approval granted by the Secretary of Education.</del></p> <p><u>Electronic Bidding</u></p> <p>The Board may receive bids electronically in compliance with applicable laws and Board policy.</p>	<p>SC 807.1</p> <p>SC 751</p> <p>SC 751, 807.1</p> <p>SC 751, 807.1</p> <p>SC 751</p> <p>62 Pa. C.S.A. 4602, 4603</p>
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	<p style="text-align: center;"><b>POLICY NO. 610</b> <b>PURCHASES SUBJECT TO BID/QUOTATION</b></p> <p>The District shall electronically maintain the confidentiality of the bid until the bid opening.</p> <p><u>Competitive Electronic Auction Bidding</u></p> <p>The Board shall adopt a resolution approving the use of competitive electronic auction bidding for contracts for supplies or services.</p> <p>An invitation for bids shall be issued and shall include:</p> <ol style="list-style-type: none"> <li>1. Procurement description.</li> <li>2. All contractual terms, when practical.</li> <li>3. Conditions applicable to procurement including notice that bids will be received in an electronic auction manner.</li> </ol> <p>Public notice and advertisement of the invitation for bids shall be given in the manner required for non-electronic bidding.</p> <p>Bids shall be accepted electronically at the time and in the manner designated in the invitation for bids.</p> <p>During the auction, bidders shall be able to review their bid rank or the low bid price, and may reduce their prices during the auction.</p> <p>At the conclusion of the auction, the record of the bid prices received and the name of each bidder shall be open to public inspection.</p> <p>After the auction period has expired, the District shall grant in writing withdrawal of a bid when the bidder requests relief and presents credible evidence of a clerical mistake due to reasons permitted by law, within the time period established by the District.</p> <p>The contract shall be awarded within sixty (60) days of the auction by written notice to the lowest responsible bidder, or all bids may be rejected. Extensions of the award date may be written, upon mutual consent of both parties.</p>	<p>62 Pa. C.S.A. 4603</p> <p>62 Pa. C.S.A. 4602, 4604</p> <p>62 Pa. C.S.A. 4604</p>
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	<p style="text-align: center;"><b>POLICY NO. 610</b> <b>PURCHASES SUBJECT TO BID/QUOTATION</b></p> <p><u>Price Quotations</u></p> <p>Unless exempt by law, at least three (3) written or telephonic price quotations shall be requested by the Board for:</p> <ol style="list-style-type: none"> <li>1. Furniture, equipment, school supplies and appliances costing a greater than or equal to the base amount for quotation [\$12,900<del>10,300</del>]<sup>1</sup>, but less than the base amount established annually per law for competitive bidding [\$23,800<del>19,100</del>]<sup>1</sup>.</li> <li>2. All contracts for construction, reconstruction, repairs, maintenance or work on any school building or property, having a total cost or value greater than or equal to the base amount for quotation [\$12,900<del>10,300</del>]<sup>1</sup>, but less than the base amount established annually per law for competitive bidding [\$23,800<del>19,100</del>]<sup>1</sup>.</li> </ol> <p>If it is not possible to obtain three (3) quotations, a memorandum must be kept on file showing that fewer than three (3) qualified vendors exist in the market area.</p> <p>For supplies, contracts, and professional services (excluding student services) costing greater than or equal to \$5,000, and not subject to the bidding and quotation requirements of Pennsylvania, the Board requires that the District advertise the request for goods or services on the District website for no less than 14 days. At least three (3) price quotations must be solicited from responsible vendors. If it is not possible to obtain three (3) quotations, a memorandum must be kept on file showing that fewer than three (3) qualified vendors exist in the market area.</p> <p>The written price quotations, records or telephone price quotations and memoranda shall be kept on file for a period of three (3) years.</p> <p><u>Work Performed By District Maintenance Personnel</u></p> <p>The Board may authorize district maintenance<del>employees</del> personnel to perform construction, reconstruction, repairs or work where the entire cost or value, including labor and materials is less than the base amount required for quotation [\$12,900<del>10,300</del>]<sup>1</sup> per law.</p>	<p>SC 751, 807.1</p> <p>SC 807.1</p> <p>SC 751</p> <p><del>SC 751</del></p> <p>SC 751</p>
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Section 3	<p style="text-align: center;"><b>POLICY NO. 610</b> <b>PURCHASES SUBJECT TO BID/QUOTATION</b></p> <p><b><u>Delegation of Responsibility</u></b></p> <p>The Board may grant the Board Secretary or Purchasing Agent the authority to purchase supplies and award contracts in the amount and manner designated by applicable law.</p> <p><del>Bid specifications shall be prepared by the appropriate district administrator and reviewed by the Assistant to the Superintendent for Operations and the responsible committee of the Board and as necessary, the Solicitor and Superintendent prior to the advertising for bids.</del></p> <p><del>Bid specifications shall provide for alternative wherever possible. "No substitution" items in bid specifications must be justified and preapproved in writing prior to the advertisement of the bid.</del></p> <p><del>Like items of supply and material shall be combined whenever it is feasible, and permissible under statute, and purchases shall not be split to avoid these requirements for bidding.</del></p> <p><del>Bids shall be opened publicly by the Assistant to the Superintendent for Operations, the Superintendent, or his/her designee before one (1) or more witnesses at a previously designated time and place. Contracts shall be awarded to the lowest responsible bidder upon resolution of the Board, unless the Board chooses to reject all bids.</del></p> <p><del>The Administration shall develop procedures for presenting detailed bid tabs/quotes to the Board and to the public within the bounds of the law and will develop/maintain consistent templates for all RFP documents used by the District. A Bid Bond or an acceptable substitute is required. A Performance Bond or a certified check is required for any services or work performed.</del></p> <p><del>Nonperformance of a contract shall include, but not be limited to, the following actions: verbal discussion, letter requesting performance and legal action against the Performance Bond.</del></p> <p><del>Whenever a contractor shall submit a bid for the performance of work and contractor later claims a mistake, error or omission in</del></p>	SC 751, 807.1
	<p>73 P.S. Sec. 1602</p>	

**POLICY NO. 610  
PURCHASES SUBJECT TO BID/QUOTATION**

~~preparing said bid, the contractor shall, before the bids are open, make known the fact and in such case the bid shall be returned unopened.~~

Previously Revised: November 24, 2014; March 19, 2011

References:

School Code – 24 P.S. Sec. 120, 751, 807.1, ~~951 et seq.~~

~~Commonwealth Procurement Code Act 57 of 1998 – 62 Pa. C.S.A Sec. 1901, 1902~~

Local Government Unit Electronic Bidding Act – 62 Pa. C.S.A. Sec. 4602, 4603, 4604

~~Act 4 of 1974 Withdrawal of Bids – 73 P.S. Sec. 1602~~

Notes:

[ ]<sup>1</sup> Indicates the values for 2025~~14~~

The Department of Labor and Industry will publish notice, in the Pennsylvania Bulletin prior to January 1 of each calendar year, of the annual percentage change and the unadjusted or final adjusted base amounts at which competitive bidding is required and written or telephonic price quotations are required, respectively, for the calendar year beginning the first day of January after publication of the notice. This policy will be adjusted annually based on the notice published in the Pennsylvania Bulletin.

# Policy Guide

Policy No. 611Section FINANCESTitle PURCHASES BUDGETEDAdopted AUGUST 21, 1989Last Revised MARCH 19, 2001

POLICY NO. 611 PURCHASES BUDGETED		
Section 1	<p><u>Authority</u><del>Purpose</del></p> <p>It is the policy of the Board that when funds are available all purchases contemplated within the current budget, and not subject to bid, be made in a manner that ensures the best interests of the District.</p>	SC 751, 807.1
Section 2	<p><u>Delegation of Responsibility</u><del>Authority</del></p> <p>All purchases that are within budgetary limits, <del>and were originally contemplated within the budget,</del> may be made upon authorization of the Assistant to the Superintendent for Operations, <u>unless the contemplated purchase is more than or equal to the base amount for competitive bidding [\$23,800]<sup>1</sup>, in which case prior approval by the Board is required</u> <del>with the approval of the Superintendent and Board. All purchases are to be made in accordance with the District's purchasing requirements manual.</del></p> <p><del>Confirming purchase orders shall be limited only to emergency situations and must be preapproved by the Assistant to the Superintendent for Operations.</del></p> <p><u>All purchase order requests must be referred to the Assistant to the Superintendent for Operations who shall check whether the proposed purchase is subject to bid; whether sufficient funds exist in the budget; and whether the material might be available elsewhere in the District.</u></p> <p>Previously Revised: March 19, 2001</p>	<p>SC 609, 751, 807.1</p> <p>SC 609, 751, 807.1</p>

**POLICY NO. 611  
PURCHASES BUDGETED**

References:

School Code – 24 P.S. Sec. 609, 751, 807.1

Notes:

[ ]<sup>1</sup> Indicates the values for 2025

The Department of Labor and Industry will publish notice, in the Pennsylvania Bulletin prior to January 1 of each calendar year, of the annual percentage change and the unadjusted or final adjusted base amounts at which competitive bidding is required and written or telephonic price quotations are required, respectively, for the calendar year beginning the first day of January after publication of the notice. This policy will be adjusted annually based on the notice published in the Pennsylvania Bulletin.

**Section 3**

**Guidelines**

~~In the interests of economy, fairness and efficiency in its business dealings, the Board requires that items commonly used in the various schools be standardized whenever possible.~~

~~Opportunity shall be provided to as many responsible suppliers as possible to do business with the School District. Lists of potential suppliers for various types of supplies, equipment and services will be developed and maintained.~~

~~No purchase request will be honored unless made on a District-approved requisition form that has the necessary approval.~~

~~Upon the placement of a purchase order, the Assistant to the Superintendent for Operations shall encumber the expenditure against a specific budget line item to guard against the creation of liabilities in excess of appropriations.~~

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Time: 08:45:01

**Keystone Oaks School District**  
**January 2025 Combined Check Register 2024-2025**

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Check Dates 01/01/25 - 01/31/25

Check # 00003484 - 99981581

Check	Date	Vendor Number & Name\ Remittance Name	Check Amount	Batch	Source	Stat
<b>10-0101-001-001-00-000-000 Cash -FNB - General Fund</b>						
00074065	01/07/25	644 ALCOSE CREDIT UNION	\$1,212.42	2	Comp	R
00074066	01/07/25	14742 JESSICA ANDERSON	\$81.65	1072025	Comp	R
00074067	01/07/25	1341 AIU Allegheny Intermediate Unit	\$2,045.88	1072025	Comp	R
00074068	01/07/25	299 BOROUGH OF GREEN TREE	\$1,650.49	1072025	Comp	R
00074069	01/07/25	11761 BOROUGH OF GREENTREE	\$634.02	1072025	Comp	R
00074070	01/07/25	9203 THE BRADLEY CENTER	\$3,476.52	1072025	Comp	R
00074071	01/07/25	1774 COEO SOLUTIONS COEO SOLUTIONS	\$929.14	1072025	Comp	R
00074072	01/07/25	13005 Aaron Colf	\$46.39	1072025	Comp	R
00074073	01/07/25	9718 MARK ELPHINSTONE	\$144.61	1072025	Comp	R
00074074	01/07/25	14342 STEVE GABLE	\$369.97	1072025	Comp	R
00074075	01/07/25	13406 GUITAR CENTER GUITAR CENTER	\$1,530.00	1072025	Comp	R
00074076	01/07/25	14343 JESSICA BORONKY JESSICA BORONKY	\$9.99	1072025	Comp	R
00074077	01/07/25	361 JORDAN TAX SERVICE INC	\$3,973.52	3	Comp	R
00074078	01/07/25	12909 KELLY SERVICES INC KELLY SERVICES INC	\$19,455.08	1072025	Comp	R
00074079	01/07/25	575 KEYSTONE OAKS EDUCATION ASSN	\$16,699.54	2	Comp	R
00074080	01/07/25	587 KEYSTONE OAKS ESPA-LOCAL	\$560.92	2	Comp	O
00074081	01/07/25	1830 Katherine Harouse Katherine Harouse	\$3.02	1072025	Comp	R
00074082	01/07/25	12894 Lincoln Park Performing Arts Charter Sch	\$1,580.84	1072025	Comp	R
00074083	01/07/25	14764 LAURYN GREGGS Lauryn Greggs	\$85.00	1072025	Comp	O
00074084	01/07/25	1879 Lyndsey Harrison Lyndsey Harrison	\$26.87	1072025	Comp	O
00074085	01/07/25	13916 MYERS, PATSY & ASSOCIATES, LLC MYERS, PATSY & ASSOCIATES	\$2,300.00	1072025	Comp	R
00074086	01/07/25	14869 MICHAEL COSTANTINI Michael Costantini	\$39.66	1072025	Comp	R
00074087	01/07/25	12928 Kenneth Monz	\$93.34	1072025	Comp	O
00074088	01/07/25	11081 JASON W NEUMAN	\$15.34	1072025	Comp	R
00074089	01/07/25	9985 KEVIN PRINCE	\$50.72	1072025	Comp	R
00074090	01/07/25	1572 PROPEL CS NORTH SIDE PROPEL CS NORTH SIDE	\$4,977.26	1072025	Comp	R
00074091	01/07/25	12930 Propel Charter School - Montour Propel CS - ANDREW ST	\$3,704.78	1072025	Comp	R
00074092	01/07/25	4703 WESLEY FAMILY SERVICES	\$3,600.00	1072025	Comp	R
00074093	01/07/25	12929 Young Scholars of Western PA Charter Sch	\$22,130.98	1072025	Comp	R
00074094	01/07/25	14750 Zachary Smith - KO Music Teacher Zachary Smith	\$25.19	1072025	Comp	R
00074095	01/10/25	361 JORDAN TAX SERVICE INC BOROUGH OD DORMONT STORMWATER AUTH	\$12,696.00	1102025	Comp	R
00074096	01/10/25	361 JORDAN TAX SERVICE INC BOROUGH OF CASTLE SHANNON	\$872.70	1102025	Comp	R
00074097	01/10/25	361 JORDAN TAX SERVICE INC BOROUGH OF DORMONT	\$1,599.93	1102025	Comp	R
00074098	01/10/25	299 BOROUGH OF GREEN TREE	\$735.79	1102025	Comp	R
00074099	01/10/25	1822 Brittany Linsenbigler Brittany Linsenbigler	\$30.60	1102025	Comp	R
00074100	01/10/25	11819 CCIU	\$175.00	1102025	Comp	R

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Check Dates 01/01/25 - 01/31/25

Check # 00003484 - 99981581

Check	Date	Vendor Number & Name\ Remittance Name	Check Amount	Batch	Source	Stat
<b>10-0101-001-001-00-000-000 Cash -FNB - General Fund</b>						
00074101	01/10/25	1648 CERDANT LLC DBA LOGICALLY CERDANT LLC DBA LOGICALLY	\$870.00	1102025	Comp	R
00074102	01/10/25	1620 CINTAS CORPORATION CINTAS CORPORATION	\$1,163.61	1102025	Comp	R
00074103	01/10/25	13104 Commonwealth Charter Academy	\$12,483.28	1102025	Comp	R
00074104	01/10/25	12656 CUSTOM TURF INC CUSTOM TURF, INC. PA024983	\$474.30	1102025	Comp	R
00074105	01/10/25	12308 CENTURY CONFERENCE Century Conference	\$500.00	1102025	Comp	O
00074106	01/10/25	13906 ClassLink, Inc. ClassLink, Inc.	\$483.92	1102025	Comp	R
00074107	01/10/25	12749 DRC PA CUSTOMER SVC DATA RECOGNITION CORP.	\$500.00	1102025	Comp	R
00074108	01/10/25	572 DUQUESNE LIGHT COMPANY DUQUESNE LIGHT COMPANY	\$25,717.50	1102025	Comp	R
00074109	01/10/25	14712 DE LAGE LANDEN FINANCIAL SVC, INC De Lage Landen Financial SVC, Inc.	\$222.00	1102025	Comp	R
00074110	01/10/25	11535 BIG'S SANITATION EARTHWISE ENVIRONMENTAL SOLUTIONS	\$2,733.35	1102025	Comp	R
00074111	01/10/25	232 J C EHRLICH COMPANY INC	\$379.55	1102025	Comp	R
00074112	01/10/25	13972 ESTOCIN TRANSPORTATION SERVICES LLC ETS	\$36,042.00	1102025	Comp	R
00074113	01/10/25	292 GRAINGER	\$175.15	1102025	Comp	R
00074114	01/10/25	8745 GREATAMERICAN FINANCIAL SERVICES CORP	\$224.00	1102025	Comp	R
00074115	01/10/25	1821 H2 Technologies H2 Technologies	\$420.00	1102025	Comp	R
00074116	01/10/25	8620 HOME DEPOT CREDIT SERVICES	\$62.98	1102025	Comp	R
00074117	01/10/25	12810 HUCKESTEIN MECHANICAL SERVICES, Inc.	\$7,909.15	1102025	Comp	R
00074118	01/10/25	10593 Hope Harris Hope Harris	\$100.75	1102025	Comp	R
00074119	01/10/25	361 JORDAN TAX SERVICE INC	\$69.07	1102025	Comp	R
00074120	01/10/25	361 JORDAN TAX SERVICE INC	\$4,177.66	1102025	Comp	R
00074121	01/10/25	1708 KATHERYN GALBREATH KATHERYN GALBREATH	\$1,393.20	1102025	Comp	R
00074122	01/10/25	12909 KELLY SERVICES INC KELLY SERVICES INC	\$16,675.23	1102025	Comp	R
00074123	01/10/25	10828 LEADER SERVICES	\$250.00	1102025	Comp	R
00074124	01/10/25	11774 MAIELLO BRUNGO & MAIELLO LLP	\$6,072.00	1102025	Comp	R
00074125	01/10/25	4919 MR JOHN	\$290.00	1102025	Comp	R
00074126	01/10/25	15000 Manion Plumbing, INC. Manion Plumbing, Inc.	\$1,015.20	1102025	Comp	O
00074127	01/10/25	12017 NIRA CONSULTING ENGINEERS INC	\$4,512.00	1102025	Comp	R
00074128	01/10/25	13511 NRG BUSINESS MARKETING NRG BUSINESS MAKRETING	\$952.83	1102025	Comp	R
00074129	01/10/25	13096 PA Distance Learning Charter	\$1,580.83	1102025	Comp	R
00074130	01/10/25	13508 NAESP PA PRINCIPALS ASSOCIATION	\$605.00	1102025	Comp	O
00074131	01/10/25	14043 PA TURNPIKE PA TURNPIKE	\$4.70	1102025	Comp	R
00074132	01/10/25	12631 PEOPLES NATURAL GAS	\$9,475.59	1102025	Comp	R
00074133	01/10/25	10229 PITTSBURGH TECHNOLOGY COUNCIL	\$400.00	1102025	Comp	R
00074134	01/10/25	12460 PSADA PSADA	\$325.00	1102025	Comp	R



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Check # 00003484 - 99981581

Check	Date	Vendor Number & Name\ Remittance Name	Check Amount	Batch	Source	Stat
<b>10-0101-001-001-00-000-000 Cash -FNB - General Fund</b>						
00074135	01/10/25	10712 PUSH N PULL INC	\$109.00	1102025	Comp	R
00074136	01/10/25	12910 PA Cyber Charter School Pennsylvania Cyber Charter School	\$11,065.82	1102025	Comp	R
00074137	01/10/25	13177 Provident Charter School Provident Charter School	\$4,741.84	1102025	Comp	R
00074138	01/10/25	1881 Richard Smith Richard Smith	\$48.75	1102025	Comp	O
00074139	01/10/25	14809 Sumdog Inc SUMDOG INC	\$2,550.00	1102025	Comp	R
00074140	01/10/25	7282 SCHOLASTIC BOOK FAIRS Scholastic Book Fairs - 04	\$1,971.99	1102025	Comp	R
00074141	01/10/25	9508 THE LIGHT CO The Light Company, LLC	\$4,069.45	1102025	Comp	R
00074142	01/10/25	13062 UPMC HLTH Plan Fully Ins Wkrs Comp UPMC Health Benefits, Inc.	\$5,925.00	1102025	Comp	R
00074143	01/10/25	13647 CRAIG WETZEL	\$68.00	1102025	Comp	R
00074144	01/17/25	13044 21st Century Cyber Charter School	\$1,580.83	1172025	Comp	R
00074145	01/17/25	12900 Agora Cyber Charter School	\$1,580.83	1172025	Comp	R
00074146	01/17/25	9884 AT&T MOBILITY	\$1,622.73	1172025	Comp	R
00074147	01/17/25	14142 KEVIN AUSES	\$1,044.53	1172025	Comp	R
00074148	01/17/25	1341 AIU Allegheny Intermediate Unit	\$2,280.00	1172025	Comp	R
00074149	01/17/25	48 B & R POOLS & SWIM SHOP	\$40.60	1172025	Comp	R
00074150	01/17/25	1688 BETH CAROTHERS BETH CAROTHERS	\$2,167.20	1172025	Comp	R
00074151	01/17/25	9203 THE BRADLEY CENTER	\$258.98	1172025	Comp	R
00074152	01/17/25	13395 Busy Beaver Building Centers, Inc.	\$378.00	1172025	Comp	R
00074153	01/17/25	1822 Brittany Linsenbigler Brittany Linsenbigler	\$1,677.78	1172025	Comp	O
00074154	01/17/25	7568 EAI EDUCATION	\$1,021.90	1172025	Comp	R
00074155	01/17/25	11714 EDUCATION CTR AT THE WATSON INSTITUTE	\$77,448.12	1172025	Comp	R
00074156	01/17/25	7635 FLINN SCIENTIFIC INC Flinn Scientific	\$607.25	1172025	Comp	O
00074157	01/17/25	283 GIL-CON TOOL COMPANY	\$303.87	1172025	Comp	R
00074158	01/17/25	1821 H2 Technologies H2 Technologies	\$1,694.00	1172025	Comp	R
00074159	01/17/25	14844 Houchens Food Group, Inc. Houchens Food Group, Inc.	\$536.27	1172025	Comp	R
00074160	01/17/25	13940 J&J SPORTS PROMOTIONS	\$961.00	1172025	Comp	R
00074161	01/17/25	12909 KELLY SERVICES INC KELLY SERVICES INC	\$15,065.13	1172025	Comp	R
00074162	01/17/25	13257 JOSEPH KUBIAK	\$698.38	1172025	Comp	R
00074163	01/17/25	3506 LAKESHORE LEARNING MATERIALS LAKESHORE LEARNING	\$391.45	1172025	Comp	R
00074164	01/17/25	11443 AV LAUTTAMUS COMMUNICATIONS INC LAUTTAMUS COMMUNICATIONS & SECURITY	\$48.00	1172025	Comp	R
00074165	01/17/25	10246 CRAIG LAWHEAD	\$13.80	1172025	Comp	R
00074166	01/17/25	13653 LEARN WELL SERVICES	\$495.00	1172025	Comp	R
00074167	01/17/25	420 MATTHEWS BUS CO	\$180,159.33	1172025	Comp	O
00074168	01/17/25	14379 MAXIM HEALTHCARE SERVICES	\$16,254.00	1172025	Comp	O
00074169	01/17/25	13857 MHY FAMILY SERVICES	\$4,811.89	1172025	Comp	R
00074170	01/17/25	14769 Gabrielle Martin	\$60.00	1172025	Comp	O
00074171	01/17/25	574 PA AMERICAN WATER COMPANY	\$5,706.05	1172025	Comp	R

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**Keystone Oaks School District**  
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Check Dates 01/01/25 - 01/31/25

Check # 00003484 - 99981581

Check	Date	Vendor Number & Name\ Remittance Name	Check Amount	Batch	Source	Stat
<b>10-0101-001-001-00-000-000 Cash -FNB - General Fund</b>						
00074172	01/17/25	14208 PASSPORT ACADEMY CHARTER SCHOOL	\$1,580.83	1172025	Comp	O
00074173	01/17/25	14778 Pittsburgh Behavioral Services, Inc	\$6,450.00	1172025	Comp	O
00074174	01/17/25	2984 PITTSBURGH POST-GAZETTE PITTSBURGH POST-GAZETTE	\$836.55	1172025	Comp	R
00074175	01/17/25	10229 PITTSBURGH TECHNOLOGY COUNCIL	\$640.00	1172025	Comp	R
00074176	01/17/25	599 ROLLIER HARDWARE INC	\$3.03	1172025	Comp	R
00074177	01/17/25	1881 Richard Smith Richard Smith	\$295.52	1172025	Comp	O
00074178	01/17/25	14836 South Central Area Special Schools Joine SCASSC	\$26,000.00	1172025	Comp	O
00074179	01/17/25	14961 SHANE MCGRATH	\$35.31	1172025	Comp	O
00074180	01/17/25	8773 STEEL CITY MOWER & PLOW	\$237.22	1172025	Comp	R
00074181	01/17/25	1567 STERICYCLE INC STERICYCLE INC	\$27.42	1172025	Comp	O
00074182	01/17/25	636 SCOTT ELECTRIC Scott Electric	\$528.00	1172025	Comp	R
00074183	01/17/25	3661 TRIBUNE-REVIEW TRIB TOTAL MEDIA	\$503.75	1172025	Comp	R
00074184	01/17/25	14711 Wilson Group The Wilson Group	\$147.00	1172025	Comp	R
00074185	01/17/25	12119 UGI ENERGY SERVICES LLC	\$5,743.94	1172025	Comp	R
00074186	01/17/25	7420 UPMC	\$2,775.00	1172025	Comp	R
00074187	01/17/25	7492 WATSON INSTITUTE	\$57,834.12	1172025	Comp	R
00074188	01/23/25	15029 72.5 PROMOTIONS	\$450.00	1242025	Comp	R
00074189	01/23/25	12875 ANDREW BELL ANDREW BELL	\$45.76	1242025	Comp	R
00074190	01/23/25	13949 EDSYS DBA CITY CHARTER HIGH SCHOOL CITY CHARTER HIGH SCHOOL	\$14,227.48	1242025	Comp	O
00074191	01/23/25	14960 Math Medic Math Medic	\$225.00	1242025	Comp	R
00074192	01/23/25	12907 PA Virtual Charter School Pennsylvaina Virtual Charter School	\$4,579.78	1242025	Comp	R
00074193	01/23/25	14799 Rifton Equipment	\$615.00	1242025	Comp	R
00074194	01/23/25	14739 RON PORUPSKY RON PORUPSKY	\$50.00	1242025	Comp	O
00074195	01/27/25	1341 AIU Allegheny Intermediate Unit	\$9,280.59	1272025	Comp	O
00074196	01/27/25	361 JORDAN TAX SERVICE INC BOROUGH OF DORMONT STORMWATER AUTH	\$152.78	1272025	Comp	O
00074197	01/27/25	299 BOROUGH OF GREEN TREE	\$591.05	1272025	Comp	R
00074198	01/27/25	11761 BOROUGH OF GREENTREE	\$473.50	1272025	Comp	R
00074199	01/27/25	1822 Brittany Linsenbigler Brittany Linsenbigler	\$3,355.56	1272025	Comp	O
00074200	01/27/25	10188 CDW Government LLC, CDW Government CDW Government	\$57,717.75	1272025	Comp	O
00074201	01/27/25	15030 CHARTIERS VALLEY WRESTLING BOOSTERS	\$280.00	1272025	Comp	O
00074202	01/27/25	3625 CMEA CMEA EAST DIV HONORS ENS	\$700.00	1272025	Comp	O
00074203	01/27/25	1774 COEO SOLUTIONS COEO SOLUTIONS	\$962.05	1272025	Comp	R
00074204	01/27/25	571 COLUMBIA GAS OF PA	\$7,249.76	1272025	Comp	R
00074205	01/27/25	14061 DQE SYSTEMS, INC. DQE COMMUNICATIONS LLC	\$9,820.00	1272025	Comp	O

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Check Dates 01/01/25 - 01/31/25

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Check	Date	Vendor Number & Name\ Remittance Name	Check Amount	Batch	Source	Stat
<b>10-0101-001-001-00-000-000 Cash -FNB - General Fund</b>						
00074206	01/27/25	572 DUQUESNE LIGHT COMPANY DUQUESNE LIGHT COMPANY	\$2,646.86	1272025	Comp	O
00074207	01/27/25	14712 DE LAGE LANDEN FINANCIAL SVC, INC De Lage Landen Financial SVC, Inc.	\$6,885.05	1272025	Comp	O
00074208	01/27/25	12909 KELLY SERVICES INC KELLY SERVICES INC	\$15,426.29	1272025	Comp	O
00074209	01/27/25	9130 JOSHUA KIRCHNER	\$513.00	1272025	Comp	R
00074210	01/27/25	13257 JOSEPH KUBIAK	\$200.00	1272025	Comp	R
00074211	01/27/25	13511 NRG BUSINESS MARKETING NRG BUSINESS MAKRETING	\$3,641.22	1272025	Comp	R
00074212	01/27/25	3322 OFFICE DEPOT INC ODP Business Solutions LLC	\$352.66	1272025	Comp	O
00074213	01/27/25	574 PA AMERICAN WATER COMPANY	\$926.59	1272025	Comp	O
00074214	01/27/25	14390 QUEST	\$2,160.00	1272025	Comp	O
00074215	01/27/25	1567 STERICYCLE INC STERICYCLE INC	\$27.42	1272025	Comp	O
00074216	01/27/25	15031 WPA TREASURER REID SIMMONS	\$1,500.00	1272025	Comp	O
00074217	01/27/25	644 ALCOSE CREDIT UNION	\$1,212.42	2	Comp	O
00074218	01/27/25	12895 Institutional Specialties, Inc	\$205.00	1272025	Comp	O
00074219	01/27/25	575 KEYSTONE OAKS EDUCATION ASSN	\$16,791.84	2	Comp	O
00074220	01/27/25	587 KEYSTONE OAKS ESPA-LOCAL	\$560.92	2	Comp	O
00074221	01/29/25	13657 Advance Auto Parts	\$30.88	1282025	Comp	O
00074222	01/29/25	10738 AMERICAN ROCK SALT CO LLC	\$3,946.25	1282025	Comp	O
00074223	01/29/25	1341 AIU Allegheny Intermediate Unit	\$190,627.69	1282025	Comp	O
00074224	01/29/25	7578 BATTERIES PLUS BULBS-#191 BATTERIES PLUS PITTSBURGH	\$146.64	1282025	Comp	O
00074225	01/29/25	9203 THE BRADLEY CENTER	\$3,937.71	1282025	Comp	O
00074226	01/29/25	1876 Click Industries LLC Click Industries LLC	\$1,926.00	1282025	Comp	O
00074227	01/29/25	572 DUQUESNE LIGHT COMPANY DUQUESNE LIGHT COMPANY	\$12,196.97	1282025	Comp	O
00074228	01/29/25	8395 FAGAN'S SANITARY SUPPLY INC	\$327.16	1282025	Comp	O
00074229	01/29/25	7627 FISHER SCIENTIFIC FISHER SCIENTIFIC	\$873.00	1282025	Comp	O
00074230	01/29/25	250 FOLLETT Follett Content Solutions LLC	\$657.72	1282025	Comp	O
00074231	01/29/25	14342 STEVE GABLE	\$293.37	1282025	Comp	O
00074232	01/29/25	8745 GREATAMERICAN FINANCIAL SERVICES CORP	\$224.00	1282025	Comp	O
00074233	01/29/25	15016 KAS FOSTER PLAZA LLC	\$70,802.14	1282025	Comp	O
00074234	01/29/25	14379 MAXIM HEALTHCARE SERVICES	\$14,365.50	1282025	Comp	O
00074235	01/29/25	13857 MHY FAMILY SERVICES	\$11,068.34	1282025	Comp	O
00074236	01/29/25	4919 MR JOHN	\$145.00	1282025	Comp	O
00074237	01/29/25	8148 MT LEBANON FIRE DEPARTMENT	\$35.00	1282025	Comp	O
00074238	01/29/25	1883 Matthew Irwin Matthew Irwin	\$229.81	1282025	Comp	O
00074239	01/29/25	449 MT LEBANON PA Mt Lebanon, PA	\$26,986.32	1282025	Comp	O
00074240	01/29/25	461 NASCO ARTS&CRAFTS-Nasco Education LLC	\$45.20	1282025	Comp	O
00074241	01/29/25	14345 DONNA O'TOOLE	\$23.80	1282025	Comp	R
00074242	01/29/25	3322 OFFICE DEPOT INC ODP Business Solutions LLC	\$1,108.45	1282025	Comp	O

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Check Dates 01/01/25 - 01/31/25

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Check	Date	Vendor Number & Name\ Remittance Name	Check Amount	Batch	Source	Stat
<b>10-0101-001-001-00-000-000 Cash -FNB - General Fund</b>						
00074243	01/29/25	11639 PETROLEUM TRADERS CORP	\$13,389.08	1282025	Comp	O
00074244	01/29/25	7100 PMEA DISTRICT 1 PMEA	\$85.00	1282025	Comp	O
00074245	01/29/25	10712 PUSH N PULL INC	\$2,034.34	1282025	Comp	O
00074246	01/29/25	14961 SHANE MCGRATH	\$19.74	1282025	Comp	O
00074247	01/29/25	8773 STEEL CITY MOWER & PLOW	\$157.27	1282025	Comp	O
00074248	01/29/25	14816 Summit Fire & Security LLC	\$3,257.75	1282025	Comp	O
00074249	01/29/25	8290 SCHOOL SPECIALTY School Specialty, LLC	\$609.09	1282025	Comp	O
00074250	01/29/25	14868 T.F. Campbell Company T.F. Campbell Co.	\$1,337.01	1282025	Comp	O
00074251	01/29/25	7117 TK Elevator Corporation TK Elevator Corporation	\$1,184.00	1282025	Comp	O
00074252	01/29/25	6217 VECTOR SECURITY	\$103.23	1282025	Comp	O
00074253	01/31/25	423 A G MAURO COMPANY A.G. Mauro	\$4,075.00	1312025	Comp	O
00074254	01/31/25	10738 AMERICAN ROCK SALT CO LLC	\$3,947.99	1312025	Comp	O
00074255	01/31/25	48 B & R POOLS & SWIM SHOP	\$770.60	1312025	Comp	O
00074256	01/31/25	5097 CHEM-AQUA	\$3,684.95	1312025	Comp	O
00074257	01/31/25	1620 CINTAS CORPORATION CINTAS CORPORATION	\$1,403.64	1312025	Comp	O
00074258	01/31/25	232 J C EHRlich COMPANY INC	\$287.18	1312025	Comp	O
00074259	01/31/25	12071 FIVE STAR REFRIGERATION INC	\$398.78	1312025	Comp	O
00074260	01/31/25	13165 FERGUSON ENTERPRISES, INC Ferguson Enterprises INC #1480	\$947.80	1312025	Comp	O
00074261	01/31/25	292 GRAINGER	\$177.70	1312025	Comp	O
00074262	01/31/25	12909 KELLY SERVICES INC KELLY SERVICES INC	\$9,355.84	1312025	Comp	O
00074263	01/31/25	12894 Lincoln Park Performing Arts Charter Sch	\$1,580.83	1312025	Comp	O
00074264	01/31/25	1742 MIKE COSTANTINI MIKE COSTANTINI	\$37.80	1312025	Comp	O
00074265	01/31/25	8148 MT LEBANON FIRE DEPARTMENT	\$35.00	1312025	Comp	O
00074266	01/31/25	461 NASCO ARTS&CRAFTS-Nasco Education LLC	\$160.80	1312025	Comp	O
00074267	01/31/25	11081 JASON W NEUMAN	\$24.57	1312025	Comp	O
00074268	01/31/25	3322 OFFICE DEPOT INC ODP Business Solutions LLC	\$3,392.74	1312025	Comp	O
00074269	01/31/25	12943 PA Leadership Charter School	\$6,323.32	1312025	Comp	O
00074270	01/31/25	1926 PAPER PRODUCTS CO INC	\$4,289.08	1312025	Comp	O
00074271	01/31/25	12353 CAROL PERSIN	\$100.84	1312025	Comp	O
00074272	01/31/25	10712 PUSH N PULL INC	\$782.34	1312025	Comp	O
00074273	01/31/25	551 PORT AUTHORITY OF ALLY COUNTY Pittsburgh Regional Transit	\$147.50	1312025	Comp	O
00074274	01/31/25	631 SCHOLASTIC INC	\$796.40	1312025	Comp	O
00074275	01/31/25	10935 STAPLES ADVANTAGE STAPLES	\$388.65	1312025	Comp	O
00074276	01/31/25	14816 Summit Fire & Security LLC	\$318.50	1312025	Comp	O
00074277	01/31/25	1043 WEST PENN LACO INC	\$42.32	1312025	Comp	O
00074278	01/31/25	12929 Young Scholars of Western PA Charter Sch	\$25,292.63	1312025	Comp	O

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Keystone Oaks School District  
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Check # 00003484 - 99981581

Check	Date	Vendor Number & Name\ Remittance Name	Check Amount	Batch	Source	Stat
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10-0101-001-001-00-000-000 Cash -FNB - General Fund

Totals For Bank Account 10-0101-001-001-00-000-000 Cash -FNB - General Fund

Balance Sheet 1,293,679.06 Expenditure 0.00 Revenue 0.00

	Total	Count		Total	Count
Outstanding	811,274.19	97	Computer Check	1,293,679.06	214
Reconciled	482,404.87	117	Hand Check	0.00	0
Stop Payment	0.00	0	Wire Transfer	0.00	0
Voided	0.00	0			
	1,293,679.06	214		1,293,679.06	214

Keystone Oaks School District  
January 2025 Combined Check Register 2024-2025

Check Dates 01/01/25 - 01/31/25

Check	Date	Vendor Number & Name\ Remittance Name	Check Amount	Batch	Source	Stat
50-0101-001-000-00-000-000 CASH - FNB Cafeteria						
00009921	01/17/25	13919 ALFRED NICKLES BAKERY INC. ALFRED NICKLES BAKERY INC.	\$1,180.83	1172025	Comp	R
00009922	01/17/25	14384 Gold Star Foods	\$530.40	1172025	Comp	O
00009923	01/17/25	13911 HERSHEY CREAMERY CO.	\$989.28	1172025	Comp	R
00009924	01/17/25	1819 JORDAN BANANA DISTRIBUTING COMPANY JORDAN BANANA DISTRIBUTING COMPANY	\$874.50	1172025	Comp	R
00009925	01/17/25	11896 SCHNEIDER'S DAIRY INC SCHNEIDER'S DAIRY, INC.	\$3,728.21	1172025	Comp	R
00009926	01/17/25	11725 US FOODS INC	\$18,233.26	1172025	Comp	R
00009927	01/29/25	13919 ALFRED NICKLES BAKERY INC. ALFRED NICKLES BAKERY INC.	\$1,309.40	1282025	Comp	O
00009928	01/29/25	14384 Gold Star Foods	\$268.32	1282025	Comp	O
00009929	01/29/25	13911 HERSHEY CREAMERY CO.	\$231.84	1282025	Comp	O
00009930	01/29/25	1819 JORDAN BANANA DISTRIBUTING COMPANY JORDAN BANANA DISTRIBUTING COMPANY	\$382.00	1282025	Comp	O
00009931	01/29/25	11896 SCHNEIDER'S DAIRY INC SCHNEIDER'S DAIRY, INC.	\$1,981.13	1282025	Comp	O
00009932	01/29/25	11725 US FOODS INC	\$22,391.53	1282025	Comp	O

Totals For Bank Account 50-0101-001-000-00-000-000 CASH - FNB Cafeteria

Balance Sheet 52,100.70

Expenditure 0.00

Revenue 0.00

	Total	Count		Total	Count
Outstanding	27,094.62	7	Computer Check	52,100.70	12
Reconciled	25,006.08	5	Hand Check	0.00	0
Stop Payment	0.00	0	Wire Transfer	0.00	0
Voided	0.00	0			
	52,100.70	12		52,100.70	12