

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
July 15, 2019**

**OPENING/ATTENDANCE**

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, July 15, 2019 at 8:32 P.M. The Meeting was held in the Keystone Elementary School Library, 451 Huston Avenue, Knox, Pennsylvania. The following Board Members were present: Mr. Gregory A. Barrett, Mr. James A. Beary, Mr. Randolph R. Burr, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mrs. Trisha D. Dixon and Mr. Kenneth L. Swartfager were absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon F. Lauffer, Mr. Michael McCormick and Mr. Bradley Wagner.

**CONSIDERATION OF AGENDA**

- Mr. Beary made the Motion to Approve the Agenda with the Following Changes:

A. **Additions:**

- V.H. Resignation of James Durnell.
- V.I. Hiring of Brett Vaughn as Assistant Golf Coach.
- VI.E. Elementary Ditch Pipe Replacement.
- VII.A.5. Crowdfunding Policy

B. **Corrections:**

- V.E. Speech Mentor.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.

**CONSENT AGENDA**

Mr. Beary made the Motion to APPROVE the CONSENT AGENDA as follows:

- **Minutes:**

1. Approve the June 17, 2019 Regular Business Meeting Minutes\*

- **Financial Reports:**

1. File the June, 2019 Board Summary Report for Audit\*
2. File the June, 2019 Liquid Cash and Investment Activity Analysis Report for Audit\*
3. File the June, 2019 Elementary School Student Activities Report for Audit\*
4. File the June, 2019 Contingency Fund Report for Audit\*
7. Approve the June, 2019 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A, D and G\*
8. Approve the June, 2019 Cafeteria Bills for payment as presented and located in Attachments C and E\*
9. File the June, 2019 Cafeteria P&L Report for Audit\*
10. Approve the June, 2019 Capital Reserve Bills as presented and located in Attachment B\*

**CONSENT AGENDA** (Continued)

❑ **Written Reports:**

1. Accept the May, 2019 Northwest School Combine Report\*
2. Accept the Career Center Report\*
3. Accept the IU Report\*

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

**PERSONNEL** (For Individual or Separate Consideration)

- ❑ Mr. Beary made the Motion to APPROVE the LETTER of RESIGNATION from CARLY WALLOCK, High School Math Teacher, effective June 26, 2019 and to RETROACTIVELY APPROVE the POSTING, ADVERTISING and HIRING of a SECONDARY MATH TEACHER prior to the August 19, 2019 Board Meeting. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.
- ❑ Mr. Barrett made the Motion to APPROVE the LETTER of RESIGNATION from KACY LEWIS, as JV Girls' Basketball Coach, effective immediately and to APPROVE the POSTING and ADVERTISING for a JV GIRLS' BASKETBALL COACH. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.
- ❑ Mr. Beary made the Motion to APPROVE the POSTING for MENTORS for the new SOCIAL STUDIES TEACHER, MATH TEACHER and SPEECH TEACHER. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.
- ❑ Mr. Barrett made the Motion to APPROVE the HIRING of KAY METTS for BUILDING CHECKS, effective July 13, 2019. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.
- ❑ Mr. Beary made the Motion to APPROVE the HIRING OF SCOTT DOWLAN, as FULL-TIME CUSTODIAN, effective July 16, 2019. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

**PERSONNEL** (For Individual or Separate Consideration) (Continued)

- **Mr. Beary made the Motion to APPROVE the RESIGNATION of JAMES DURNELL as ASSISTANT GOLF COACH, and APPROVE the HIRING of BRETT VAUGHN as ASSISTANT GOLF COACH, effective for the 2019-20 School Year, The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

**NEW BUSINESS** (For Individual or Separate Consideration)

- **Mr. Barrett made the Motion to APPROVE the LAWN MOWING QUOTE for 2019-20 through 2023-24 from DEIBLE’S LANDSCAPING, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**
  
- **Mr. Beary made the Motion to APPROVE the 2019-20 HANDBOOKS, the 2019-22 EVALUATION PLAN and the GUIDANCE PLAN, as presented:**
  - 1. **High School Athletics.**
  - 2. **High School Student.**
  - 3. **High School Teacher.**
  - 4. **Elementary Student.**
  - 5. **Elementary Teacher.**
  - 6. **Evaluation Plan.**
  - 7. **Chapter 339 Guidance Plan.****And to APPROVE the UPCOMING STUDENT FIELD TRIP:**
  - 1. **9-12-2019: 4<sup>th</sup> Grade to Butler County Community College. Requested by Autumn Marshall, using Budgeted Funds and Student Contribution.****The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**
  
- **Mr. Barrett made the Motion to APPROVE the PURCHASE of HIGH SCHOOL STUDENT DESKS from Virco at a cost of \$4,496.10, with funds from Capital Reserve and to APPROVE the ELEMENTARY PIPE REPLACEMENT QUOTE for \$20,232.90 to Deible Landscaping with funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

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**POLICY (For Individual or Separate Consideration)**

- **Mr. Barrett made the Motion to APPROVE the 1<sup>st</sup> READING of the FOLLOWING POLICIES;**
1. **#150: Title 1 Comparability of Services.**
  2. **#220: Student Expression/Distribution and Posting of Materials.**
  3. **#913: Non-School Organizations/Groups/Individuals.**
  4. **#335: Family and Medical Leaves.**
  5. **#701.1: Crowdfunding.**

**The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

**ADJOURNMENT**

- **With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:40 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

**Respectfully submitted,**

**Vernon F. Lauffer  
Board Secretary**

