

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
September 16, 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, September 16, 2019 at 8:10 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, Mrs. Trisha D. Dixon, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager and Mrs. Stacey I. Thompson. Mr. Dwayne E. VanTassel was absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon F. Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

CONSIDERATION OF AGENDA

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

Additions:

- V. F. David Demmer as Jr. High Boys' Basketball Volunteer Coach.
V. G. Nick Banner as Jr. High Boys' Basketball, Team B, Coach.
VI. A.2. 11-12-2019: SAP Fall District Council, Clarion. Requested by Brigette Rivers, at a cost of \$15.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes and Mrs. Thompson—yes. Motion carried 8-0.

CONSENT AGENDA

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

- Minutes:**

1. Approve the August 19, 2019 Regular Business Meeting Minutes*

- Financial Reports:**

1. File the August, 2019 Liquid Cash and Investment Activity Analysis Report for Audit*
2. File the August, 2019 Elementary School Student Activities Report for Audit*
3. File the August, 2019 High School Student Activities Report for Audit*
4. File the August, 2019 High School Athletics Report for Audit*
5. Approve the August, 2019 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
6. Approve the August, 2019 Cafeteria Bills for payment as presented and located in Attachments C*
7. Approve the August, 2019 Capital Reserve Bills as presented and located in Attachment B*

CONSENT AGENDA (Continued)

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

☐ **Written Reports:**

1. Accept the July, 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; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes and Mrs. Thompson—yes. Motion carried 8-0.

PERSONNEL (For Individual or Separate Consideration)

☐ Mr. Barrett made the Motion to APPROVE the Following Personnel Items, pending proper completion of Personnel File Documentation and Clearances:

1. LETTER of RETIREMENT from SUSAN RHOADES, ELEMENTARY HEALTH AIDE, effective JANUARY 31, 2020.
2. POST and ADVERTISE for an ELEMENTARY HEALTH AIDE.
3. HIRING of DANIELLE REX, as SUBSTITUTE NURSE.
4. INCREASE SAMANTHA TOY, SPEECH TEACHER, from 0.4 FTE to 0.6 FTE for the remainder of the 2019-20 School Year.
5. Superintendent to HIRE One (1) Temporary, One-Year PARAPROFESSIONAL (Special Education Emphasis), with Board Retro-Active Approval of the Individual at the October Business Meeting.
6. DAVID DEMMER as JR HIGH BOYS' BASKETBALL VOLUNTEER COACH.
7. HIRE NICK BANNER as JR HIGH BOYS' BASKETBALL, TEAM B, COACH.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes and Mrs. Thompson—yes. Motion carried 8-0.

NEW BUSINESS (For Individual or Separate Consideration)

☐ Mr. Beary made the Motion to Approve the UPCOMING PROFESSIONAL DEVELOPMENT:

1. 9-20-2019: Clarion County School Nurse Conference, Clarion. Requested by Petula King at a cost of \$17.05, using Budgeted Funds.
2. 11-12-2019: SAP Fall District Council, Clarion. Requested by Brigitte Rivers, \$15.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes and Mrs. Thompson—yes. Motion carried 8-0.

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

- **Mr. Beary made the Motion to Approve the UPCOMING FIELD TRIPS:**
1. **9-20-2019: AP Environmental Science Class to Quiet Creek Herb Farm, Brookville. Requested by Tyler Chambers, using Student and Teacher Contributions.**
 2. **9-27-2019: 7th Grade to Cook's Forest. Requested by Pam McCandless, using Student Contributions or Trout Unlimited Funds or Grant for Transportation.**
 3. **10-2-2019: Ecology and AP Environmental Science Class to Benazette and the Elk Country Visitor Center. Requested by Matt Baker, using Budgeted Funds.**
 4. **10-11-2019: 1st Grade to Elk Country Visitor Center. Requested by Nancy Daum, using Student Contributions and CATS Funds.**
 5. **2-21-2020: Elementary Chorus Fest, Brookville. Requested by Barbi Milliron, using Budgeted Funds.**
 6. **4-30-2020 & 5-1-2020: 9th Graders to Harrisburg and Gettysburg. Requested by Bill Irwin, at an approximate cost of \$350, using Pizza Sales and Student Contributions.**
 7. **9-13-2019: Elementary GEM to Seneca Lanes. Requested by Nicole Gorog, using Student Contributions.**
 8. **9-25-2019: Elementary GEM to IU6 for Scrabble Competition. Requested by Nicole Gorog, at no cost.**
 9. **11-12-2019: Elementary GEM to IU6 for Chess Tournament. Requested by Nicole Gorog, at no cost.**
 10. **12-5-2019: 3-12th Grade GEM to Clarion University for Edge of Extinction. Requested by Nicole Gorog, at no cost.**
 11. **12-12-2019: Elementary GEM to IU6 for LinguSHTIKS Competition. Requested by Nicole Gorog, at no cost.**
 12. **2-3-2020 or 2-4-2020: (Snow Date): 4th to 6th Graders to Spelling Bee at the Clarion Mall. Requested by Nicole Gorog, with funds from Principal's Contingency Fund for Scripps Registration.**
 13. **3-19-2020: Elementary GEM to IU6 for Equations Competition. Requested by Nicole Gorog, at no cost.**
 14. **5-7-2020: 4th-8th Graders to IU6 for Math 24 Competition. Requested by Nicole Gorog, at no cost.**
 15. **5-12-2020: Elementary GEM to IU for the IU Mall. Requested by Nicole Gorog, at no cost.**
 16. **11-11-2019: Jr/Sr High Gifted to IU6 for Chess Tournament. Requested by Nicole Gorog, at no cost.**
 17. **12-10-2019: Jr/Sr High Gifted to IU6 for LinguSHTIKS Competition. Requested by Nicole Gorog, at no cost.**
 18. **2-18-2020: Jr/Sr High Gifted to IU6 for Presidents Competition. Requested by Nicole Gorog, at no cost.**
 19. **3-17-2020: Jr/Sr High Gifted to IU6 for Equations Competition. Requested by Nicole Gorog, at no cost.**
 20. **5-4-2020: Jr/Sr High Gifted to IU6 for Scrabble Competition. Requested by Nicole Gorog, at no cost.**

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

□ **Mr. Beary made the Motion to Approve the UPCOMING FIELD TRIPS (Continued)** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes and Mrs. Thompson—yes. Motion carried 8-0.

□ **Mr. K. Swartfager made the Motion to Approve the PURCHASE and INSTALLATION of a New INSINKERATOR DISPOSAL for the ELEMENTARY SCHOOL from AIS, at a cost of \$4,638, with Funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes and Mrs. Thompson—yes. Motion carried 8-0.**

□ **Mr. Burr made the Motion to Approve the PURCHASE and INSTALLATION of a COOLER/FREEZER and EVAPORATOR REPLACEMENT for a WALK-IN COOLER/FREEZER for the HIGH SCHOOL from ABC HEATING, COOLING & PLUMBING, at a cost of \$18,200, with Funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes and Mrs. Thompson—yes. Motion carried 8-0.**

□ **Mr. K. Swartfager made the Motion to APPROVE the PURCHASE of a ROLL-IN REFRIGERATOR for the ELEMENTARY SCHOOL, from TRIMARK, at a cost of \$8,750, with Funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes and Mrs. Thompson—yes. Motion carried 8-0.**

□ **Mr. Barrett made the Motion to APPROVE the REPAIR of the ASPHALT at the ELEMENTARY SCHOOL PARKING LOT ENTRANCE, from WAGNER ASPHALTING and SEAL COATING, at a cost of \$4,560, with Funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes and Mrs. Thompson—yes. Motion carried 8-0.**

ADJOURNMENT

With no further business, Mr. K. Swartfager made the Motion to Adjourn the Meeting at

□ **8:14 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes and Mrs. Thompson—yes. Motion carried 8-0.**

Respectfully submitted,

Vernon F. Lauffer, Board Secretary

