

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
October 21, 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, October 21, 2019 7 P.M. The Meeting was held in the Keystone Elementary School Library, 451 Huston Avenue, Knox, Pennsylvania. The Pledge of Allegiance was recited. 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, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mrs. Trisha D. Dixon was absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

**REPORTS**

- ❑ **Superintendent—Mr. Algoe reviewed:**
  1. Buildings & Grounds update and specifics for projects previously discussed.
  
- ❑ **High School Principal—Mr. Wagner reviewed:**
  1. Upcoming Events and Activities.
  2. Athletic Playoffs and Winter Sports.
  3. Homecoming Game and Dance. Alex Rapp was Homecoming King, and Alyssa Dunlap was Homecoming Queen.

**CONSIDERATION OF AGENDA**

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

**Additions:**

**VIII. B. 3. 11-19-2019: National Elementary Honor Society to Ramada Inn in Clarion. Requested by Autumn Marshall, using Budgeted Funds.**

**VIII. H. 1. Weight Room Flooring—Parker Furniture, \$10,585.**

  2. Electric Panel—Apel Electric, \$11,918.
  3. Motorola Radios—HIS—\$3,782.
  4. Architecture Services, Amos Rudolph:
    - A. Boiler—Elementary, Water Tank—High School and Water Main—High School.
    - B. Roof Replacement—High School.
    - C. Concrete/Bollards—Elementary.

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

**CONSENT AGENDA**

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

□ **Minutes:**

1. Approve the September 16, 2019 Regular Work Session Minutes\*
2. Approve the September 16, 2019 Regular Business Meeting Minutes, as amended\*
3. Approve the October 14, 2019 Regular Work Session Minutes\*

□ **Financial Reports:**

1. File the September, 2019 Liquid Cash and Investment Activity Analysis Report for Audit\*
2. File the September, 2019 Elementary School Student Activities Report for Audit\*
3. File the September, 2019 High School Student Activities Report for Audit\*
4. File the September, 2019 High School Athletics Report for Audit\*
5. Approve the September, 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 September, 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 and E\*

□ **Written Reports:**

1. Accept the August, 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; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

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

- Mr. K. Swartfager made the Motion to RETROACTIVELY HIRE ALICIA MCMILLEN as a PARAPROFESSIONAL, pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

- Mr. Barrett made the Motion to HIRE ROB BUZARD as SUBSTITUTE NURSE for the SENIOR TRIP, pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

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

- ❑ Mr. Beary made the Motion to APPROVE the Following VAN DRIVERS, pending proper completion of Personnel File Documentation and Clearances:
  1. CLIFF BIEHL
  2. BRUCE CAIRNS
  3. TINA DEHART
  4. MARK NALE

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

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

- ❑ Mr. Beary made the Motion to APPROVE the UPCOMING PROFESSIONAL DEVELOPMENT:
  1. 11-12-2019: SAP District Council, Clarion. Requested by Petula King, using Budgeted Funds. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to APPROVE the UPCOMING FIELD TRIPS:
  1. 12-11-2019: 7<sup>th</sup> Grade to the Byham Theater in Pittsburgh. Requested by Karen McGiffin, using Fundraiser Funds, Jr. High Student Government Funds and Student Contribution, if needed.
  2. 11-20-2019: Jr/Sr High Gifted to Penn State DuBois. Requested by Nicole Gorog, at no cost to the District.
  3. 11-19-2019: National Elementary Honor Society to Ramada Inn in Clarion. Requested by Autumn Marshall, using Budgeted Funds

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

- ❑ Mr. Barrett made the Motion to APPROVE the FUND BALANCE DESIGNATION at June 30, 2019, 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; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.
- ❑ Mr. Beary made the Motion to APPROVE the SOUND TREATMENT and the INSTALLATION in the new ELEMENTARY MUSIC ROOM from SPOTTS MUSIC CENTER, at a cost of \$6,017, 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; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

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

❑ Mr. Barrett made the Motion to APPROVE the CARPET TILE and the INSTALLATION in the new ELEMENTARY MUSIC ROOM from BLAKE BROTHERS, at a cost of \$2,970, 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; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

❑ Mr. Burr made the Motion to APPROVE the NEW KITCHEN ITEMS from TRI-MARK, as follows, with funds from Capital Reserve, using CO-STARS CONTRACT:

1. ELEMENTARY REACH-IN REFRIGERATOR, at a cost of \$8,786.
2. HIGH SCHOOL REACH-IN REFRIGERATOR, at a cost of \$8,750.
3. ELEMENTARY MOBILE HEATED CABINET, at a cost of \$6,152.
4. HIGH SCHOOL MOBILE HEATED CABINET, at a cost of \$3,990.

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

❑ Mr. Beary made the Motion to APPROVE the WAIVER and STIPULATION AGREEMENT for STUDENT A, as set forth in Said Agreement dated September 25, 2019. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

❑ Mr. K. Swartfager made the Motion to APPROVE the Following BUILDINGS & GROUNDS PURCHASES, with Funds from Capital Reserve:

1. WEIGHT ROOM FLOORING, from PARKER FURNITURE, \$10,585.
2. ELECTRIC PANEL, from APEL ELECTRIC, \$11,918.
3. MOTOROLA RADIOS, from HIS, \$3,782.
4. ARCHITECTURAL SERVICES for:
  - A. ELEMENTARY BOILER, HIGH SCHOOL WATER TANK and HIGH SCHOOL WATER MAIN—\$32,750.
  - B. HIGH SCHOOL ROOF REPLACEMENT—\$17,850.
  - C. ELEMENTARY CONCRETE/BOLLARDS—\$5,450.

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

**ADJOURNMENT**

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:49 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; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

Respectfully submitted,

Vernon F. Lauffer  
Board Secretary