

**Keystone School District  
Knox, Pennsylvania  
Regular Work Session Minutes  
July 15, 2019**

**OPENING/ATTENDANCE**

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Work Session to order on Monday, July 15, 2019 at 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, 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, Ms. Laura Cratty, Mr. Vernon Lauffer, Mr. Michael McCormick and Mr. Bradley Wagner.

**ANNOUNCEMENTS**

- Mr. Slagle made an introduction of guests.
- Mr. Slagle said the next scheduled Meeting would be the Regular Work Session on Monday, August 12, 2019 at 7 P.M. in the Elementary School Library.

**PUBLIC COMMENT**

None.

**REPORTS**

- **Superintendent—Mr. Algoe reviewed:**
  1. 2019-20 Final Budget Funding.
  2. 2019-20 Final Budget Legislative Issues.
  3. PA Farm-To-School Program.
  4. Transportation Update for 2019-20.
  5. Knox Borough Police Department National Night Out.
  6. Cafeteria Audit Results.
  7. School Physical Plant Report:
    - A. High School Vestibule and Door Replacement.
    - B. Voluntary Water Test.
    - C. Buildings Maintenance and Cleaning.
    - D. Elementary Parking Lot Ditch Pipe Replacement.
  8. KSD Comprehensive Plan.

**REPORTS (Continued)**

- ❑ **Elementary School Principal—Mr. McCormick reviewed:**
  1. Student Handbook Changes.
  2. Teacher Handbook Changes.
  
- ❑ **High School Principal—Mr. Wagner reviewed:**
  1. Student Handbook Changes.
  2. Teacher Handbook Changes.
  3. Athletic Handbook Changes.

**DIALOGUE ITEMS**

- ❑ Mr. Algoe reviewed a Letter of Resignation from Carly Wallock, High School Math Teacher.
  
- ❑ Mr. Algoe reviewed a Letter of Resignation from Kacy Lewis, JV Girls' Basketball Coach, effective immediately.
  
- ❑ Mr. Algoe reviewed and requested the Posting and Advertising for a JV Girls' Basketball Coach.
  
- ❑ Mr. Algoe reviewed and requested the Retroactive Approval to Post, Advertise and Hire a Secondary Math Teacher prior to the August 19, 2019 Board Meeting.
  
- ❑ Mr. Algoe reviewed and requested the Posting of Mentors for a Social Studies Teacher, a Math Teacher and a Speech Teacher.
  
- ❑ Mr. Algoe reviewed and requested the Hiring of Kay Metts for Building Checks.
  
- ❑ Mr. Algoe reviewed and requested the Hiring of Scott Dowlan for Full-Time Custodian.
  
- ❑ Mr. Algoe reviewed and requested the Approval of the Lawn Mowing Quotes.
  
- ❑ Mr. Algoe reviewed and requested the Approval of the Evaluation Plan and Chapter 339 Guidance Plan.
  
- ❑ Mr. Algoe reviewed and requested the Purchase of High School Student Desks from Virco at a cost of \$4,496.10, with funds from Capital Reserve.
  
- ❑ Mr. Algoe reviewed and requested the Upcoming Student Field Trip:
  - A. September 12, 2019: 4<sup>th</sup> Grade to Community College. Requested by Autumn Marshall, using Budgeted Funds and Student Contribution.

**DIALOGUE ITEMS** (Continued)

- ❑ Mr. Algoe reviewed the Resignation of James Durnell as Assistant Golf Coach.
- ❑ Mr. Algoe reviewed and requested the Hiring of Brett Vaughn as Assistant Golf Coach.
- ❑ Mr. Algoe reviewed and requested 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.

**ADJOURNMENT**

With no further business, the Meeting adjourned at 8:32 P.M.

Respectfully submitted,

Vernon F. Lauffer  
Board Secretary