

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
January 20, 2020**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, January 20, 2020 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, Mrs. Trisha D. Dixon, Mr. John R. Slagle, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mr. Dustin L. Swartfager and Mr. Kenneth L. Swartfager were absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

ANNOUNCEMENTS

- ❑ Mr. Slagle made an introduction of guests.
- ❑ Mr. Slagle said there was an Executive Session held tonight at 6 P.M. in the District Office Board Room to discuss Negotiations.
- ❑ Mr. Slagle said the next scheduled Meeting is the Combined Regular Work Session and Business Meeting on February 17, 2020 at 7 P.M. in the Elementary School Library.

PUBLIC COMMENT

None.

REPORTS

- ❑ **Superintendent—Mr. Algoe reviewed:**
 1. School Physical Plant Update.
 2. Offsite Prom Facts and Figures.

CONSIDERATION OF AGENDA

- ❑ Mr. Beary made the Motion to Approve the Agenda with the Following Changes:
Additions:
 1. VIII. B. 9. Cafeteria P&L, November 2019.
 2. X.E. Bid and Advertise three Building & Grounds Projects.

**REGULAR BUSINESS MEETING MINUTES
JANUARY 20, 2020
PAGE 2**

CONSIDERATION OF AGENDA (Continued)

- **Mr. Beary made the Motion to Approve the Agenda with the Following Changes (Continued)**

Corrections:

1. **IX. 3. Suzanne Chomas Letter of Retirement Date as June 29, 2020.**
2. **X.3.3. 5/20/2020: 4th Grade to Clear Creek and Farmer's Inn. Requested by Brandi Fisher, using CATS Funds and Student Contribution.**

Deletions:

1. **VIII. C. 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; 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 December 3, 2019 Reorganization Meeting Minutes***
2. **Approve the December 3, 2019 Regular Work Session Minutes***
3. **Approve the December 3, 2019 Special Business Meeting Minutes***
4. **Approve the January 13, 2020 Work Session Minutes***

Financial Reports:

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

- **Written Reports:**

1. **Accept the November, 2019 Northwest School Combine Report***
2. **Accept the Career Center Report***

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

**REGULAR BUSINESS MEETING MINUTES
JANUARY 20, 2020
PAGE 3**

PERSONNEL (For Individual or Separate Consideration)

- ❑ **Mr. Barrett made the Motion to APPROVE the HIRING of DAWN KEIGHLEY as FULL TIME HEALTH AIDE, effective January 7, 2020, 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; Mrs. Dixon—yes; Mr. Slagle—abstained; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 6-0-1.**

- ❑ **Mr. Barrett made the Motion to APPROVE the Following Items:**
 1. **LETTER of RETIREMENT from SUZANNE CHOMAS, SPECIAL EDUCATION DIRECTOR, effective June 29, 2020, with regret.**
 2. **INTENT to RETIRE LETTER from LINDA LEWIS, CONFIDENTIAL SECRETARY, effective June 30, 2020.**
 3. **INTENT to RETIRE LETTER from FRED CARROW, HIGH SCHOOL ART TEACHER, effective September 24, 2020.**
 4. **INTENT to RETIRE LETTER from JANET HURRELBRINK, CUSTODIAN, effective June 30, 2020.**
 5. **LETTER of RESIGNATION from JOSH ALBRIGHT, JR HIGH FOOTBALL COACH, effective immediately.**
 6. **LETTER of RESIGNATION from JOSH ALBRIGHT, WEIGHT ROOM SPRING COORDINATOR, effective immediately.**
 7. **HIRING of RYAN SMITH as WEIGHT ROOM SPRING COORDINATOR, effective immediately.**
 8. **RANDY THARAN as SUBSTITUTE BUS DRIVER, pending proper completion of Clearances.**
 9. **DECLARING the VARSITY GIRLS' SOCCER HEAD COACH POSITION VACANT.**

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

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ **Mr. Beary made the Motion to APPROVE the UPCOMING PROFESSIONAL DEVELOPMENT:**
 1. **2/5/2020: National Security Briefing for Teachers in Pittsburgh. Requested by Brett Vaughn and Conrad Warner, at a cost of \$70, using Budgeted Funds. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

- ❑ **Mr. Barrett made the Motion to APPROVE the UPCOMING FIELD TRIPS:**
 1. **3/5/2020: Keystone Elementary Qualifying Robotics Team to Clarion University. Requested by Ryan Smith, with cost to be determined.**

**REGULAR BUSINESS MEETING MINUTES
JANUARY 20, 2020
PAGE 4**

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

- ❑ **Mr. Barrett made the Motion to APPROVE the UPCOMING FIELD TRIPS (Continued):**
- 2. 1/25/2020 and 1/26/2020: Varsity Spirit Competitive Cheerleading Competition in Cleveland, Ohio. Requested by Kami Coursen, using funds from the Cheerleading Boosters.**
 - 3. 5/20/2020: 4th Grade to Clear Creek and Farmer's Inn. Requested by Brandi Fisher, using funds from CATS and Student Contribution.**
 - 4. 5/21/2020: Qualifying Seniors to Pirate Game in Pittsburgh. Requested by Bill Irwin and Dustin Kifer, using funds from the Class of 2020 Magazine Sales Account.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—no; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 6-1.

- ❑ **Mr. Beary made the Motion to APPROVE the CYBER/CHARTER SCHOOL RESOLUTION, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

- ❑ **Mr. Barrett made the Motion to APPROVE the QUOTE for the SOFFITT/FASCIA REPLACEMENT of the FITNESS BUILDING from TROYER's CONSTRUCTION, at a cost of \$3,400, 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.**

- ❑ **Mr. Beary made the Motion to APPROVE the BIDDING and ADVERTISING of three Building & Grounds Projects:**
- 1. ELEMENTARY BOILER, HIGH SCHOOL WATER TANK and HIGH SCHOOL WATER MAIN.**
 - 2. HIGH SCHOOL ROOF REPLACEMENT.**
 - 3. ELEMENTARY CONCRETE SIDEWALKS and BOLLARDS.**

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

**REGULAR BUSINESS MEETING MINUTES
JANUARY 20, 2020
PAGE 5**

POLICY (For Individual or Separate Consideration)

□ **Mr. Beary made the Motion to APPROVE the 1st READING of the FOLLOWING POLICIES:**

- 1. #223: SUSPENSION and EXPULSION**
- 2. #333: PROFESSIONAL DEVELOPMENT**
- 3. #705: FACILITIES and WORKPLACE SAFETY**
- 4. #709: BUILDING SECURITY**
- 5. #805: EMERGENCY PREPAREDNESS and RESPONSE**
- 6. #805.1: RELATIONS with LAW ENFORCEMENT AGENCIES**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—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 7:39 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary

