

**Keystone School District
Knox, Pennsylvania
Regular Work Session Minutes
November 16, 2020**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Work Session to order on Monday, November 16, 2020 at 7 P.M. The Meeting was held in the Keystone Elementary School Gymnasium, 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 and Mrs. Stacey I. Thompson. Mrs. Trisha D. Dixon and Mr. Dwayne E. VanTassel were absent. Also present were: Mr. Shawn Algoe, Mr. Jim McConnell, Mrs. Kelli McNaughton, Mr. Rodney Sherman, Mr. Bradley Wagner and Mrs. Kathi Weaver.

ANNOUNCEMENTS

- Mr. Slagle welcomed the guests to the Meeting.
- Mr. Slagle said the next scheduled Meetings would be the Combined Reorganization Meeting, Regular Work Session and Regular Business Meeting on Monday, December 7, 2020 at 7 P.M. in the Elementary School Gymnasium.

PUBLIC COMMENT

None.

REPORTS

- **Superintendent—Mr. Algoe reviewed:**
 1. Clarion County has been on the Substantial Level for two weeks according to the Department of Health. The High School went to Remote Learning on November 10, 2020, and the Elementary School went to Remote Learning on November 16, 2020. The Anticipated Return for In-Person Learning for both buildings is December 1, 2020.
 2. Administration has been working on Contact Tracing and Guidance for the Public's questions almost 24 hours a day. The State Health Department is weeks behind in their contacts with families. Parents and Students have been reporting cases to our Principals.
 3. Drive-Through Meals are available to every student, K-12, Daily, 4:30 to 6 P.M. (or by appointment) at the Elementary School.
 4. The Internet Connectivity has been better than expected. We have been fortunate to have received our Chromebooks, as some schools have not received them as of yet. Also, no Fees or Insurance Expense are charged to the student for the Chromebooks because we received a Grant to cover these expenses.

REPORTS (Continued)

- **Superintendent—Mr. Algoe reviewed (Continued):**
 5. He will be researching the idea of asking the Seniors if they want to keep their Chromebook when they graduate or have the Chromebook recycled. The life expectancy of a Chromebook is 3-4 years. Will report back to the Board with information.
 6. We have received a quote from Siemens of \$24,000 to Replace the Rooftop Kitchen Exhaust System at the Elementary School. Maintenance has purchased one replacement unit for \$1,000 to see if we can do this work ourselves.
 7. We have been looking at new GPS/Bus Cameras from REI. Our current ones are 8 years old. The new ones are user-friendly. We will be writing a grant for these.
 8. He said we have used the Crime & Delinquency Grant Monies of \$159,000 for Covid-19 Materials—Sprayers, Masks, Gloves, Sanitizer, Paper Towel Dispenser, Auto Faucets and Flushers. The 2nd Round of the Grant is for \$24,071 and will be used for Distance Learning Materials.

- **High School—Mr. Wagner reviewed:**
 1. Spirit Week was held the week of October 12. A virtual Pep Rally was held.
 2. On November 9, Emma Burrows was crowned Homecoming Queen and Brandon Pierce was crowned King.
 3. Student Government prepared Curbside Lunches for our Veterans, since our Veterans' Day Assembly had to be cancelled.
 4. Mr. Long and the Band and Choir Students prepared a 15-Minute Virtual American Heritage Concert. It is available for viewing on the Keystone High School website.
 5. Mr. Wagner recognized the following Athletic Achievements:
 - A. Koby Buzard placed 9th at District Cross Country and 66th at State Cross Country.
 - B. The Girls' Volleyball Team had a record of 13-3. They won their first Playoff Game, and lost their second one. Emma Burrows was recognized for 1st Team Volleyball and Jozee Weaver was recognized for 2nd Team Volleyball in the D-9 Conference.
 - C. Varsity Football had a record of 4 and 3 for a good season.
 6. He commended the High School Teachers for using new Technology Ideas during the Remote Learning Phase.

DIALOGUE ITEMS

- Mr. Algoe requested the Retroactive Approval of David Wentling as Substitute Custodian, pending proper completion of Personnel File Documentation and Clearances.

DIALOGUE ITEMS (Continued)

- ❑ **Mr. Algoe reviewed and requested the Hiring of David Wentling as Full-Time, 1-Year Temporary Custodian, effective November 17, 2020 through June 30, 2021, to help navigate through Covid-19.**
- ❑ **Mr. Algoe requested a Posting for the Boys' Assistant Track Coach, as we have received a Letter of Resignation from Jeff Dietz as Boys' Assistant Track Coach.**
- ❑ **Mr. Algoe reviewed the Tax Collector Commission Analysis prepared by Mr. Lauffer. After review, it was recommended by Mr. Lauffer to have some type of Small Increase for the Tax Collectors. Mr. Algoe said he would have more Options available to review at the December Board Meeting.**
- ❑ **Mr. Algoe reviewed and requested Approval of the 2019-20 Final Budget Transfers—of which the District was \$52,000 to the positive. This includes Capital Improvement Projects of \$318,000.**
- ❑ **Mr. Algoe requested Approval of the Letter of Resignation from Michael Mellott as High School, 9-12, Guidance Counselor.**
- ❑ **Mr. Algoe reviewed and requested the Retroactive Approval of Posting and Advertising for a High School, 9-12, Guidance Counselor. We have received several applications for this position and will be scheduling interviews soon.**
- ❑ **Mr. Algoe requested Approval of the Letter of Resignation from James Rhoads as Girls' JV Basketball Coach, effective September 11, 2020**
- ❑ **Mr. Algoe requested Approval of the Hiring of Torri Swartfager as Girls' JV Basketball Coach.**
- ❑ **Mr. Algoe requested the 1st Reading of the Following Policies:**
 1. **#113.1: Discipline of Students with Disabilities.**
 2. **#113.2: Behavior Support.**
 3. **#113.4: Confidentiality of Special Education Student Information.**
 4. **#616: Paying of Bills (Has been Revised as the Business Office will now be Responsible for Paying Athletic Expenses per the Department of Education).**

ADJOURNMENT

With no further business, the Meeting adjourned at 7:55 P.M.

Respectfully submitted,

Kathi Weaver, Acting Board Secretary

