

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
July 19, 2021**

**OPENING/ATTENDANCE**

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, July 19, 2021 in the Keystone High School Library, 700 Beatty Avenue, Knox, Pennsylvania at 8:18 P.M. The following Board Members were present: Mr. Gregory A. Barrett, 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. Mr. James A. Beary and Mrs. Trisha D. Dixon were absent. Also present were: Mrs. Kaylan Blair, Mr. Vernon Lauffer, Mr. Michael McCormick, Mrs. Kelli McNaughton, Mr. Rodney Sherman and Mr. Brad Wagner.

**CONSIDERATION OF AGENDA**

- Mr. Barrett made the Motion to Approve the Agenda with the Following Amendments:

**Additions:**

1. V.L. Consideration of Posting for Mentor for Erin Neely, Elementary Special Education Teacher.
2. V.M. Consideration of the Approval of Alesha Lee as Jr. High Cheerleading Coach.
3. V.N. Consideration of the Approval of Bailey Harle as Jr. High and Varsity Assistant Cheerleading Coach.
4. V.O. Consideration of the Approval of the Letter of Resignation from Jon Beal as Jr. High Football Assistant Coach.
5. V.P. Consideration of the Approval of Chad Nellis as Jr. High Football Assistant Coach.
6. V.Q. Consideration of the Approval of Jason Hansford as Boys' Varsity Soccer Assistant Coach.
7. V.R. Consideration of the Approval of Chad Nellis as Boys' Jr. High Basketball Team A Coach.
8. V.S. Consideration of the Approval of Andrew Lauer as Boys' Jr. High Basketball Team B Coach.
9. V.T. Consideration of Hiring Erin Neely as Elementary Special Education Teacher, effective August 23, 2021, at Step I, Masters.
10. VI. G. Consideration of the High School Auxiliary Gym Ceiling Painting by Dan Ferringer at a cost of \$18,500 with funds from Capital Reserve.
11. V.I. H. Consideration of the Purchase of Vape Detectors from Mobilcom at a cost of \$38,350.81 with funds from Capital Reserve.

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

**CONSENT AGENDA (Continued)**

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

- ❑ **Minutes:**
  1. Approve the June 21, 2021 Regular Business Meeting Minutes\*
- ❑ **Financial Reports:**
  1. File the June, 2021 Board Summary Report for Audit\*
  2. File the June, 2021 Liquid Cash and Investment Activity Analysis Report for Audit\*
  3. File the June, 2021 Contingency Fund Report for Audit\*
  4. Approve the June, 2021 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G\*
  5. Approve the June, 2021 Cafeteria Bills for payment as presented and located in Attachment C\*
  6. File the June, 2021 Cafeteria P&L Report for Audit\*
  7. File the June, 2021 Capital Reserve Bills as presented and located in Attachment B-1.
- ❑ **Written Reports:**
  1. Accept the May, 2021 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. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

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

- ❑ Mrs. Thompson made the Motion to APPROVE GRANTING TENURE to THOMAS CRUMLISH, as of August 27, 2021. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.
- ❑ Mrs. Thompson made the Motion to APPROVE BRETT VAUGHN as MENTOR for JAY GILFORD, SOCIAL STUDIES TEACHER. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.
- ❑ Mrs. Thompson made the Motion to HIRE MISTY GRAHAM as PARA-PROFESSIONAL, effective August 25, 2021, pending proper consideration of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

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

- ❑ **Mr. Barrett made the Motion to APPROVE the FOLLOWING PERSONNEL ITEMS:**
  1. **RESIGNATION LETTER from HUNTER SLIKER as VARSITY GIRLS' SOCCER HEAD COACH.**
  2. **POST and ADVERTISE for a VARSITY GIRLS' SOCCER HEAD COACH.**
  3. **RESIGNATION LETTER from NICK BANNER as BOYS' JR. HIGH BASKETBALL TEAM B COACH.**
  4. **RESIGNATION LETTER from J.P SAMAY as BOYS' VARSITY BASEBALL COACH.**
  5. **HIRE NICK BANNER as BOYS' VARSITY BASEBALL COACH.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.
  
- ❑ **Mr. K. Swartfager made the Motion to APPROVE the APPOINTMENT of MICHAEL McCORMICK as VLN COORDINATOR for the 2021-22 School Year, with a Stipend of \$4,000. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**
  
- ❑ **Mr. Barrett made the Motion to APPROVE the EMPLOYEE DISCIPLINE RESOLUTION concerning EMPLOYEE A. The roll call vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**
  
- ❑ **Mrs. Thompson made the Motion to APPROVE the POSTING for a MENTOR for ERIN NEELY, ELEMENTARY SPECIAL EDUCATION TEACHER. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**
  
- ❑ **Mr. Barrett made the Motion to APPROVE the FOLLOWING PERSONNEL ITEMS, pending proper completion of Personnel File Documentation and Clearances:**
  1. **HIRING OF ALESHA LEE as JR. HIGH CHEERLEADING COACH.**
  2. **HIRING OF BAILEY HARLE as JR. HIGH and VARSITY ASSISTANT CHEERLEADING COACH.**
  3. **LETTER of RESIGNATION from JON BEAL as JR. HIGH FOOTBALL ASSISTANT COACH.**
  4. **HIRING OF CHAD NELLIS as JR. HIGH FOOTBALL ASSISTANT COACH.**
  5. **HIRING OF JASON HANSFORD as BOYS' VARSITY SOCCER ASSISTANT COACH.**

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

- ❑ **Mr. Barrett made the Motion to APPROVE the FOLLOWING PERSONNEL ITEMS, pending proper completion of Personnel File Documentation and Clearances (Continued):**
  - 6. HIRING of CHAD NELLIS as BOYS' JR. HIGH BASKETBALL TEAM A COACH.**
  - 7. HIRING of ANDREW LAUER as BOYS' JR. HIGH BASKETBALL TEAM B COACH.**

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

- ❑ **Mrs. Thompson made the Motion to HIRE ERIN NEELY as ELEMENTARY SPECIAL EDUCATION TEACHER, effective August 23, 2021, at Step 1 Masters. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

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

- ❑ **Mr. Barrett made the Motion to APPROVE the KEYSTONE SCHOOL DISTRICT HEALTH & SAFETY PLAN SUMMARY, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**
- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 2021-22 HANDBOOKS, as presented:**
  - 1. Keystone Elementary School Student Handbook.**
  - 2. Keystone Elementary School Faculty Handbook.**
  - 3. Keystone Jr/Sr High School Student Handbook.**
  - 4. Keystone Jr/Sr High School Faculty Handbook.**
  - 5. Keystone Jr/Sr High School Athletic Handbook.**

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

- ❑ **Mr. Barrett made the Motion to APPROVE the FOLLOWING UPCOMING FIELD TRIPS:**
  - 1. September 24, 2021: 7<sup>th</sup> Grade, Environthon Club, Ecology Class and AP Environmental Science Class to Cook's Forest, using Budgeted Funds, Student Government Funds and/or Student Funds. Requested by Pam McCandless.**

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

- ❑ **Mr. Barrett made the Motion to APPROVE the FOLLOWING UPCOMIN FIELD TRIPS (Continued):**
  - 2. **November 14 to November 18, 2021: Senior Class to Washington, D.C. at an approximate maximum cost of \$700 to \$750 per student, using Magazine Sales Funds, Student Funds, Senior Class Student Activity Account Funds and Outside Charitable Agency Funds. Requested by Dustin Kifer.**
  - 3. **Gifted Jr/Sr High Field Trips. Requested by Nicole Gorog:**
    - a. **November 8, 2021 to RIU#6 for Chess Competition, at no cost.**
    - b. **January 12, 2022 to RIU#6 for LinguiSHTIKS Competition, at no cost.**
    - c. **February 15, 2022 to RIU#6 for Presidents Competition, at no cost**
    - d. **March 15, 2022 to RIU#6 for Equations Competition, at no cost.**
  - 4. **Gifted Elementary Field Trips. Requested by Nicole Gorog:**
    - a. **September 22, 2021 to RIU#6 for Scrabble Competition and CUP for Planetarium Show, at no cost.**
    - b. **November 9, 2021 to RIU#6 for Chess Competition, at no cost.**
    - c. **January 14, 2022 to RIU#6 for LinguiSHTIKS Competition, at no cost.**
    - d. **January 31, 2022 (February 1, 2022—Snow Date) to Clarion Mall for Spelling Bee, using Funding from the Principals’s Contingency Fund for Scripps Registration.**
    - e. **March 16, 2022 to RIU#6 for Equations Competition, at no cost.**
    - f. **May 13, 2022 to RIU#6 for Math 24 Competition, at no cost.**
  - 5. **Gifted Elementary and Jr/Sr High Field Trips.**
    - a. **December 2, 2021 to CUP for Edge of Extinction, at no cost.**

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

- ❑ **Mr. K. Swartfager made the Motion to RETROACTIVELY APPROVE the PURCHASE of AIR CONDITIONING EQUIPMENT for the District Special Education Office in the Elementary School and Guidance Office and Nurse’s/ Server Room in the High School at a cost of \$17,230.26 from H&H Supply, Inc. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**
- ❑ **Mr. Mr. VanTassel made the Motion to APPROVE the EXCAVATION and PAVING of the POLE VAULT PAD at High School Athletic Field by Deible’s Landscaping at a cost of \$8,736, with funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

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

- ❑ **Mr. VanTassel made the Motion to APPROVE the EXCAVATION and INSTALLATION of two Sections of 20-foot Corrugated Pipe on both sides of the Upper Entrance to the Elementary School by Deible’s Landscaping at a cost of \$6,155.38, with funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**
  
- ❑ **Mr. Barrett made the Motion to APPROVE the AUXILIARY GYM CEILING PAINTING by Dan Ferringer at a cost of \$18,500, with funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**
  
- ❑ **Mrs. Thompson made the Motion to APPROVE the PURCHASE of VAPE DETECTORS from Mobilcom at a cost of \$38,350.81, with funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

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

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 2<sup>nd</sup> READING of POLICY #008: ORGANIZATIONAL CHART. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**
  
- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 1<sup>st</sup> READING of the FOLLOWING POLICIES:**
  - 1. #218.1: WEAPONS
  - 2. #218.2: TERRORIST THREATS
  - 3. #236.1: THREAT ASSESSMENT
  - 4. #247: HAZING
  - 5. #249: BULLYING/CYBERBULLYING
  - 6. #805: EMERGENCY PREPAREDNESS and RESPONSE

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

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**ADJOURNMENT**

**With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:30 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

**Respectfully submitted,**

**Vernon F. Lauffer, Board Secretary**