

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
August 16, 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, August 16, 2021 at 7 P.M. in the Keystone Elementary School Library, 451 Huston Avenue, Knox, Pennsylvania. 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, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Also present were: Mrs. Kaylan Blair, Mr. Vernon Lauffer, Mr. Michael McCormick, Mrs. Kelli McNaughton, Mr. Rodney Sherman and Mr. Bradley Wagner.

ANNOUNCEMENTS

- ❑ Mr. Slagle made an introduction of Guests.
- ❑ Mr. Slagle said an Executive Session will be held tonight at the end of the Business Meeting to discuss one (1) Personnel Item.
- ❑ Mr. Slagle said the next scheduled Meeting will be the Combined Regular Work Session and Business Meeting on Monday, September 20, 2021 at 7 P.M. in the Elementary School Library

PUBLIC COMMENT

- ❑ Mr. McCormick said that there are 10 girls and 10 boys Soccer Players that will be combined as one team.

CONSIDERATION OF AGENDA

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

Additions:

VII. F. Consideration of the Approval to Extend the Hiring of Michael McCormick as Acting Superintendent from September 1, 2021 through November 7, 2021.

VII. G. Consideration of the approval of Tori Raybuck as Bus Driver, 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—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

CONSENT AGENDA

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

- ❑ **Minutes:**
 1. Approve the July 19, 2021 Regular Work Session Minutes*
 2. Approve the July 19, 2021 Regular Business Meeting Minutes*
 3. Approve the August 9, 2021 Regular Work Session Minutes*
 4. Approve the August 9, 2021 Special Business Meeting Minutes*
- ❑ **Financial Reports:**
 1. File the July, 2021 Board Summary Report for Audit*
 2. File the July, 2021 Liquid Cash and Investment Activity Analysis Report for Audit*
 3. File the July, 2021 Elementary Student Activities Report for Audit*
 4. File the June, 2021 High School Student Activities Report for Audit*
 7. Approve the July, 2021 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
 8. Approve the July, 2021 Cafeteria Bills for payment as presented and located in Attachment C*
 10. File the July, 2021 Capital Reserve Bills as presented and located in Attachment B-1.
- ❑ **Written Reports:**
 1. Accept the June, 2021 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; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. K. Swartfager made the Motion to APPROVE AMBER HUBLER as MENTOR for ERIN NEELY, Elementary Special Education Teacher. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.
- ❑ Mr. Beary made the Motion to APPROVE KIM RILEY as MENTOR for MAGDALYN BROWN, Kindergarten Teacher. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.
- ❑ Mr. VanTassel made the Motion to HIRE ETHAN HEETER as VARSITY SOCCER ASSISTANT COACH, 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—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

**REGULAR BUSINESS MEETING MINUTES
AUGUST 16, 2021
PAGE 3**

PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. Beary made the Motion to HIRE COURTNEY COLWELL as SUBSTITUTE SECRETARY/CAFETERIA MONITOR, 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—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Barrett made the Motion to SUSTAIN the STATEMENT OF CHARGES issued against EMPLOYEE A as presented and to dismiss EMPLOYEE A from their employment with the District, effective immediately. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the EXTENSION of HIRING MICHAEL MCCORMICK as ACTING SUPERINTENDENT through NOVEMBER 7, 2021, at the existing reimbursement level. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Beary made the Motion to APPROVE TORI RAYBUCK as BUS DRIVER, 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—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ **Mr. Beary made the Motion to APPROVE the TITLE I SCHOOL-WIDE EDUCATION PLAN. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Barrett made the Motion to APPROVE the MOBILCOM SERVICE CONTRACT, TIER 1, at a total cost of \$1,440 for Years 2 and 3. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

**REGULAR BUSINESS MEETING MINUTES
AUGUST 16, 2021
PAGE 4**

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

- ❑ **Mr. Barrett made the Motion to APPROVE BILL IRWIN as SUBSTITUTE ATHLETIC DIRECTOR from September 13, 2021 through October 8, 2021 and additional days at the discretion of the Superintendent through ESS. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Beary made the Motion to APPROVE the REIMBURSEMENT to BRETT ENGLISH of up to \$3,069 for his EAGLE SCOUT PROJECT (Ticket Booths), with funds from the General Fund. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. K. Swartfager made the Motion to RETROACTIVELY APPROVE the PURCHASE of a HOT WATER TANK from AQUAFLOW at a cost of \$10,353, 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; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Barrett made the Motion to APPROVE the CHANGE ORDER for the HIGH SCHOOL PARKING LOT PAVING totaling \$69,948.80 to TERRA WORKS, 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; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.**

POLICY (For Individual or Separate Consideration)

- ❑ **Mr. Beary made the Motion to APPROVE THE 2nd READING of the Following Polices:**
 - 1. #218.1: WEAPONS
 - 2. #218.2: TERRORISTIC 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. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

**REGULAR BUSINESS MEETING MINUTES
AUGUST 16, 2021
PAGE 5**

ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:14 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

Respectfully submitted.

Vernon F. Lauffer, Board Secretary