

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
June 25, 2012**

**OPENING/ATTENDANCE**

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, June 25, 2012 at 8:53 P.M. The Meeting was held in the Keystone Elementary Group Instruction Room, 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. Wayne D. Johns, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey Thompson and Mr. Dwayne E. Van Tassel. Mr. Thomas L. McCoy was absent. Also present were: Mr. Shawn Algoe, Mr. Richard Bonnar, Mr. Craig Brothers, Ms. Paula Jesiolkewic, Mr. Vernon Lauffer, Mr. Rodney Sherman, Ms. Kim Slaugenhaupt, Mrs. Angie Snowberger and Mrs. Vicky Walters.

**PUBLIC COMMENT**

None.

**CONSIDERATION OF AGENDA**

Mr. Beary made the Motion to approve the Agenda as amended:

- Additions:
  1. VII.H. Heeter--Sidewalk Repair
  2. VII. D.2. Software Upgrade of the Heating System.
- Corrections:
  1. VIII. F. Doug Cobler.
  2. IX. B. Carpet and Tile and High School.
  3. IX. D. 2012-13 Budget.
- Deletions:
  1. VI.C.2. Career Center Report.
  2. VI.C.3. IU Report.
  3. VI.C.4. SMILES Report.

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.

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**CONSENT AGENDA**

Mr. Beary made the Motion to approve the Consent Agenda:

Minutes:

- Approve the May 21, 2012 Regular Business Meeting Minutes\*

Financial Reports:

- File the May, 2012 Board Summary Report for Audit\*
- File the May, 2012 Liquid Cash and Investment Activity Analysis Report for Audit\*
- File the May, 2012 Elementary School Student Activities Report for Audit\*
- File the May, 2012 High School Student Activities Report for Audit\*
- File the May, 2012 High School Student Athletics Report for Audit\*
- File the May, 2012 Contingency Fund Detail Report for Audit\*
- Approve the May, 2012 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A, D & G\*
- Approve the May, 2012 Cafeteria Bills for payment as presented and located in Attachment C\*
- File the May, 2012 Cafeteria P&L for Audit\*
- Approve the May, 2012 Capital Reserve Bill for payment as presented and located in Attachment B & E\*

Written Reports:

- Accept the April, 2012 Northwest School Combine Report

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.

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

- Mr. Barrett made the Motion to **APPROVE the 2012-13 MMS CONTRACT as presented.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.
  
- Mr. Barrett made the Motion to **APPROVE the 2012-13 CONTRACT with SCOTT MYERS for the TTSR CLASSROOM (Old Jordan's Hardware Building) RENTAL with ANNUAL COST of \$9,500.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.

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

- ❑ Mr. Beary made the Motion to **APPROVE the 2012-13 IDEA B INSTRUCTIONAL PROGRAMS and SERVICES AGREEMENT with RIVERVIEW INTERMEDIATE UNIT at a cost of \$147,979.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.
  
- ❑ Mr. Barrett made the Motion to **APPROVE the 2012-13 SIEMENS CONTRACT and TERMINATE the OLD AGREEMENT for the HEATING SYSTEM MAINTENANCE for \$7,975--Year 1.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.
  
- ❑ Mr. Barrett made the Motion to **APPROVE the HEATING SYSTEM SOFTWARE UPGRADE for \$10,600 to SIEMENS and PC VENDOR.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.
  
- ❑ Mr. Barrett made the Motion to **APPROVE the 2012 HOMESTEAD/FARMSTEAD RESOLUTION as presented.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.
  
- ❑ Mr. Beary made the Motion to **APPROVE the 2012-13 ATHLETIC TRAINER CONTRACT with CHAMPS with a 2% INCREASE.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.
  
- ❑ Mr. Barrett made the Motion to **APPROVE the following 2012-13 ANNUAL BOARD-APPROVED ITEMS:**

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

■ **2012-13 Monthly Medical Insurance Rates:**

PPO Blue	Individual	Parent/Child	Parent/Children	Husband/Wife	Family
46867-19	\$468.22	\$1160.21	\$1160.21	\$1304.12	\$1372.68
12696-23	\$468.22	\$1160.21	\$1160.21	\$1304.12	\$1372.68
46867-35	\$484.83	\$1200.35	\$1200.35	\$1350.18	\$1421.58
12696-35	\$484.83	\$1200.35	\$1200.35	\$1350.18	\$1421.58
12696-43	\$491.52	\$1219.10	\$1219.10	\$1369.26	\$1440.82
12696-19	\$500.63	\$1241.87	\$1241.87	\$1394.66	\$1467.48

Indemnity	Individual	Parent/Child	Parent/Children	Husband/Wife	Family
53861-50	\$705.74	\$1675.38	\$1786.08	\$1971.46	\$2073.18

■ **2012-13 Monthly Dental Insurance Rates:**

Individual	Family
\$32.25	\$73.25

■ **2012-13 Monthly Vision Insurance Rates:**

Individual	Family
\$5.49	\$13.33

■ **2012-13 Monthly Life Insurance Rates: \$0.14/\$1,000 coverage.**

■ **2012-13 Local Auditor--Troese & Associates.**

■ **2012-13 School Dentist--Dr. Dale Myers.**

■ **2012-13 School Physician--Dr. Nicole Carroll.**

■ **2012-13 Contracted School Psychologists with a 3% Increase:**

Frank Bifano	2011-12	Proposed 2012-13
ReEvals--No Testing	\$226.20	\$232.99
ReEvals--Testing	\$395.84	\$407.72
Gifted Testing	\$395.84	\$407.72
Initial Testing	\$395.84	\$407.72

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

<b>Kris Glosser</b>	<b>2011-12</b>	<b>Proposed 2012-13</b>
<b>ReEvals--No Testing</b>	<b>\$339.41</b>	<b>\$349.59</b>
<b>Gifted Testing</b>	<b>\$339.41</b>	<b>\$349.59</b>
<b>Initial Testing</b>	<b>\$396.12</b>	<b>\$408.00</b>

- **2012-13 Delinquent Occupation/Per Capital Tax Collector--G.H. Harris.**
- **LAWN MOWING--DEIBLE's LANDSCAPING (Same Fee Schedule as Prior Year)**
- **SNOW PLOWING--CHUCK WEAVER (Same Fee Schedule as Prior Year).**
- **TAX BILL PRINTING--INFOCON, INC.**

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.

- ❑ Mr. Beary made the Motion to **AWARD the ELEMENTARY SIDEWALK/CURB REPAIR to HEETER ENTERPRISES, payable from Capital Reserve at a cost of \$3,822.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.
- ❑ Mr. Beary made the Motion to **NOMINATE MRS. THOMPSON for the position of TREASURER.** Mr. Barrett made the Motion to close the nominations. The voice vote to close the nominations is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0. With nominations closed, Mr. Slagle called for a voice vote for the position of Treasurer. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.

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

- ❑ Mr. Beary made the Motion to **APPROVE the CO-CURRICULAR SUPPLEMENTAL SCHEDULE for the 2012-13 SCHOOL YEAR.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.

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

- ❑ Mr. Swartfager made the Motion to **APPROVE the EXTRA-CURRICULAR SUPPLEMENTAL SCHEDULE for the 2012-13 SCHOOL YEAR with a 1.5% INCREASE.** The voice vote is recorded as follows: Mr. Barrett--no; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 7-1.
  
- ❑ Mr. Swartfager made the Motion to **APPROVE MARK WHISNER as ATHLETIC DIRECTOR for the 2012-13 SCHOOL YEAR with a 1.5% INCREASE.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.
  
- ❑ Mrs. Thompson made the Motion to **APPROVE the HIRING OF JESSICA RESIG as BOYS' HEAD TRACK COACH.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.
  
- ❑ Mr. Barrett made the Motion to **APPROVE the FOLLOWING:**
  - **PERFORMANCE DESCRIPTIONS for:**
    - A. BOARD SECRETARY**
    - B. TRAFFIC MONITOR/CROSSING GUARD**
  - **DOUG COBLER, HIGH SCHOOL CUSTODIAN, AN UNPAID LEAVE OF ABSENCE from JUNE 18, 2012 to JUNE 30, 2012 (11.25 Days).**
  - **SEMBER LARSON, as a SUBSTITUTE SECRETARY/CAFETERIA WORKER, pending proper completion of Personnel File Documentation and Clearances.**
  - **STACEY FLANNIGAN, as HIGH SCHOOL CAFETERIA MONITOR, pending proper completion of Personnel File Documentation and Clearances, effective August 27, 2012.**
  - **EMILY ZERBE, as Volunteer Cheerleading Coach, effective June 26, 2012.**
  - **ALLAN JOHNSON, as VOLUNTEER GIRLS BASKETBALL COACH, effective June 26, 2012.**

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.

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

- Mr. Beary made the Motion to **APPROVE the TITLE II GRANT PROGRAM for the 2012-13 SCHOOL YEAR at \$63,129.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.
  
- Mr. Barrett made the Motion to **APPROVE the PURCHASE and INSTALLATION of CARPET/TILE for the High School Auditorium and High School Offices, using Capital Reserve Funds at a cost of \$5,609 from Blake Brothers of Clarion.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.
  
- Mr. Swartfager made the Motion to **APPROVE the USAGE OF FACILITIES in CONJUNCTION with the AMERICAN RED CROSS.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.
  
- Mr. Beary made the Motion to **APPROVE the 2012-13 BUDGET ADOPTION.**
  - **Total Expenditures = \$14,051,807 including:**
    - Superintendent/Board Contingency Fund of \$24,479.**
    - Principal Contingency Fund of \$9,278.**
    - Capital Reserve Transfer of \$25,000.**
    - District Roof Project of \$100,000.**
    - Athletics Transfer of \$23,471.**
    - Non-Annual Funding Stream of \$39,046.**
    - PSERS Allowance of \$110,097.**
    - Cyber/Charter/SMILES/Others Tuition of \$437,500.**
    - Natural Gas of \$117,000.**
    - Career Center Tuition of \$611,128.**
    - Transportation Fuel Adjustment of \$30,000.**
    - PC Replacement of \$125,777.**
  
  - **Total Revenues = \$14,051,807**
    - Real Estate Tax Millage Increase of 0 Mills.**
    - Real Estate Tax Millage for 2012 is set at 49.1049 Mills.**
    - Occupation Tax Millage for 2012 is set at 3.00 Mills.**
    - 591 Per Capita Tax for 2012 is set at \$5.**
    - 679 Per Capita Tax for 2012 is set at \$5.**
    - Earned Income Tax Rate for 2012-13 is set at .5%.**

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

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.

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

□ Mr. Beary made the Motion to Approve the **FIRST READING of the FOLLOWING POLICIES:**

- **#122: Extracurricular Activities (Revised)**
- **#123: Interscholastic Athletics (Revised)**
- **#123.2: Concussion Management (New)**
- **#216: Student Records (Revised)**
- **#216.1: Supplemental Discipline Records (Revised)**

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.

**ADJOURNMENT**

With no further business, Mr. Barrett made the Motion to Adjourn the Meeting at 8:10 P.M. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. Van Tassel--yes. Motion carried 8-0.

Respectfully submitted,

Vernon F. Lauffer  
Board Secretary