

**PROPOSED AGENDA**

**BOARD OF SCHOOL DIRECTORS  
OF THE  
KEYSTONE SCHOOL DISTRICT  
REGULAR BUSINESS MEETING**

**OCTOBER 15, 2012**

**KEYSTONE ELEMENTARY SCHOOL GROUP INSTRUCTION ROOM**

**7 P.M.**

- I. Call to Order--Mr. Slagle**
- II. Pledge of Allegiance--Mr. Slagle**
- III. Roll Call--Mr. Lauffer**
- IV. Public Comment**

**Note:** By adopted Board Policy, individual comments are to be limited to 5 minutes or 15 minutes by topic. Previously adopted topics may be disallowed. Personnel issues may be discussed in Executive Session only.

  - A. None scheduled.**
- V. Announcements--Mr. Slagle**
  - A. An Executive Session will be held immediately following tonight's Regular Business Meeting to discuss the Superintendent Search.**
  - B. Elementary Principal--Mr. Algoe**
- VI. Consideration of Agenda**
  - A. Additions**
  - B. Corrections**
  - C. Deletions**

**VII. Consent Agenda**

**Note: Items marked with an \* have additional information attached that pertains to the Consent Agenda Item.**

**A. Minutes:**

- 1. Approve the September 17, 2012 Regular Business Meeting Minutes\***
- 2. Approve the October 8, 2012 Work Session Meeting Minutes\***

**B. Financial Reports:**

- 1. File the September, 2012 Liquid Cash and Investment Activity Analysis Report for Audit\***
- 2. File the May, 2012 Elementary School Student Activities Report for Audit\***
- 3. File the June, 2012 Elementary School Student Activities Report for Audit\***
- 4. File the July, 2012 Elementary School Student Activities Report for Audit\***
- 5. File the August, 2012 Elementary School Student Activities Report for Audit\***
- 6. File the September, 2012 Elementary School Student Activities Report for Audit\***
- 7. File the May, 2012 High School Student Activities Report for Audit\***
- 8. File the June, 2012 High School Student Activities Report for Audit\***
- 9. File the July, 2012 High School Student Activities Report for Audit\***
- 10. File the August, 2012 High School Student Activities Report for Audit\***
- 11. File the September, 2012 High School Student Activities Report for Audit\***
- 12. File the May, 2012 High School Student Athletics Report for Audit\***
- 13. File the June, 2012 High School Student Athletics Report for Audit\***
- 14. File the July, 2012 High School Student Athletics Report for Audit\***
- 15. File the August, 2012 High School Student Athletics Review for Audit\***
- 16. File the September, 2012 High School Student Athletics Review for Audit\***
- 17. File the September, 2012 Contingency Fund Detail Report for Audit\***
- 18. Approve the September, 2012 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G for Payment\***

**VII. Consent Agenda (Continued)**

**B. Financial Reports (Continued)**

19. Approve the September, 2012 Cafeteria Bills for payment as presented and located in Attachment C\*
20. Approve the Cafeteria P&L for September, 2012 for Audit\*
21. Approve the September, 2012 Capital Reserve Bills for payment as presented and located in Attachment B\*
22. Approve the September, 2012 Long-Term Funding Stream Bills for payment as presented and located in Attachment I\*

**C. Written Reports:**

1. Accept the August, 2012 Northwest School Combine Report\*
2. Accept the Career Center Report\*
3. Accept the IU Report\*
4. Accept the SMILES Report\*

**VIII. Contracts (For Individual or Separate Consideration)**

- A. Consideration of the Approval of the Agreement with Armstrong-Indiana-Clarion-Drug & Alcohol Student Assistance Program for the 2012-13 School Year.
- B. Consideration of the Approval of the Letter of Agreement with The Meadows institution effective January 1, 2013.

**IX. Personnel (For Individual or Separate Consideration)**

- A. Consideration of Approving the Substitute Rates effective October 16, 2012 as follows:
  1. Custodians, Secretaries and Cafeteria Personnel: \$8.50/hour.
  2. Paraprofessionals: \$9.00/hour.
  3. Cafeteria 90-Day Probationary Period: \$8.50/hour.
- B. Consideration of Moving Jody Frazier from 200-Day to 240-Day Elementary Secretary, effective January 16, 2013.
- C. Consideration of Hiring a 200-Day Elementary Secretary, Betty Servey, pending proper completion of Personnel File Documentation and Clearances, with an effective starting date of December 6, 2012.
- D. Consideration of the Approval of Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:
  1. Craig Hibell, Health & P.E.
  2. Kaitlyn Weaver, Elementary
  3. Betty Servey, Secretary
  4. Teri Facciani, Cafeteria

**IX. Personnel (For Individual or Separate Consideration) (Continued)**

**E. Consideration of the Approval of the following Performance Descriptions:**

- 1. Cafeteria Baker**
- 2. Cafeteria Worker**
- 3. Payroll/Human Resources Confidential Secretary**

**X. New Business (For Individual or Separate Consideration)**

**A. Consideration of Approving the Upcoming Field Trips:**

- 1. October 17, 2012: Senior High Music to Choral Festival at Clarion University. Requested by Fran Nesta at no cost to the District.**
- 2. October 24, 2012: Gifted Program to Penn State DuBois. Requested by Kelli McNaughton, using Principal Funds**
- 3. October 24, 25 or 26, 2012: Special Education to Hiram & Andrews Center. Requested by Jennifer Slaughaupt using Budgeted Funds.**
- 4. November 8, 2012: Math Competition Team to Math Competition at Clarion University. Requested by Dustin Kifer at a cost of \$15 per student, using Budgeted Funds.**

**B. Consideration of Approving the Upcoming Professional Development:**

- 1. October 23, 2012: Transition Presentation with Mike Thompson at IU6. Requested by Jennifer Slaughaupt at a cost of \$36.**
- 2. October 29, 2012: PVAAS Professional Development at IU 6. Requested by Marlene Smith and Bobbie Heller at a cost of \$40**
- 3. November 7, 2012: Putting PVAAS to Use at IU 6. Requested by Erin Zacherl at a cost of \$20, using Principal's Contingency Fund.**

**C. Consideration of Approving the AFR Reconciliation and Surplus Distribution for FYE June 30, 2012.**

**D. Consideration of Approving the Budget Transfers for FYE 6/30/2012.**

**E. Consideration of Approving the Fund Balance Designation at June 30, 2012.**

**F. Consideration of Approving the Quote for Electricity Procurement.**

**G. Consideration of Approving Mr. Bonnar to attend the Legal & Policy Issues Facing School Administrators in 2012 Seminar at Westminster College on October 23, 2012 at a budgeted cost of \$75.**

**H. Consideration of Approving Membership in the Clarion Chamber of Commerce at cost of \$307.50 per year.**

- X. New Business (For Individual or Separate Consideration) (Continued)**
  - I. Consideration of Approving the District Comprehensive Planning Document for 28 days of Public Display.**
  - J. Consideration of Approving a 2-Hour Early Dismissal for Students and Employees for Thanksgiving on Wednesday, November 21, 2012 and for Christmas, Friday, December 21, 2012.**
- XI. Adjournment**