

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
March 19, 2012**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Work Session to order on Monday, March 19, 2012 at 7 P.M. The Meeting was held in the Keystone High School Library, 700 Beatty Avenue, Knox, Pennsylvania. 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 I. Thompson, and Mr. Dwayne E. Van Tassel. Mr. Thomas L. McCoy was absent. Also present were: Mr. Shawn Algoe, Mr. Lewis Bennett, Mr. Richard Bonnar, Mrs. Sue Chomas, Mrs. Terrie Fink, Mrs. Shannon Johns, Mr. Jarrod Kapp, Mr. Russell Lander, Mr. Vernon Lauffer, Mr. Rodney Sherman, Mrs. Lauren Tharan, Mr. Brett Vaughn, Mrs. Jennifer Wingard, Mrs. Vicky Walters, and Mrs. Erin Zacherl.

ANNOUNCEMENTS

- ❑ Members of the public were welcomed by Mr. Slagle.
- ❑ Mr. Slagle said an Executive Session would be held tonight to discuss Collective Bargaining.
- ❑ Mr. Slagle said the next Meeting would be the Work Session on April 9, 2012. It will be held at the SMILES Center at 7 P.M.

PUBLIC COMMENT

- ❑ Mr. Jarrod Kapp addressed the Board regarding tobacco use on school property.
- ❑ Mr. Chuck Weaver addressed the Board regarding:
 - Heartbreak Hotel thanked the Board for being allowed to run the Big Buck Contest.
 - Thanked Mrs. Walters for allowing him to sit in on Senior Interviews.
 - Pleased with the condition of the building--thanks to Custodial and Maintenance personnel.

REPORTS

□ Mr. Bonnar--Superintendent reviewed:

- Emergency Operation Plan.
- RIU6 Budget for 2012-13.
- Keystone High School Sign Project.
- High School Auditorium Stage Improvements.
- Annual RIU6 Request for the use of Three Elementary Classrooms for the Summer.
- New Truancy Protocol.
- Performance Descriptions.
- Student Immunizations.
- Policies.
- Cafeteria Audit.
- Budget for 2012-13. He reported a deficit of \$307,393 as is currently calculated. A revised version will be supplied at the April Work Session.

□ High School--Mrs. Walters reviewed:

- Congratulations to the Girls' Basketball Team on their District IX Championship.
- Reviewed the current Program of Studies.

□ Elementary--Mr. Algoe reviewed:

- Distributed and reviewed a Calendar of Events for March 2, 2012 through April 9, 2012.

□ Department Chair--Mr. Vaughn reviewed:

- The Social Studies Curriculum that they have developed over the last year. Their goal is to condense 30 to 40 pages into one page, and all areas will be documented and placed on the website by June 30, 2012. He then commended Mr. Warner and Mrs. Resig for developing a form for student tracking.

DIALOGUE ITEMS

□ Mr. Bonnar reported the Continuing Professional Development Requests:

- March 25 through March 28, 2012: Linda Heath and Laura Hogue, PAFPC, Hershey, at a cost of \$1,811.06, using budgeted monies.
- 4/18/12: Asperger's Syndrome. IU 6. Requested by Robin Kerle and Kim Pfaff at a cost of \$12 each, using Superintendent's Contingency Funds.

DIALOGUE ITEMS (Continued):

- ❑ Mr. Bonnar reported the Upcoming Student Field Trip Requests:
 - 2/29/12: Clarion County Youth Council, Clarion University. Requested by Conrad Warner at no cost to the District.
 - 4/14/12: Elem/Jr High Bands, Oil City YMCA. Requested by Jerry Rembold, at no cost to the District.
 - 4/27/12: Progressive Agriculture Day, Clarion County Park, 2nd Grade. Requested by Kim Fagley, using Budgeted Funds and Student Contributions.
 - 5/9/12 (Rain Date--5/16/12): 7th Grade to Beaver Ponds. Requested by Pam Warner, using Budgeted Monies.
 - 4/27/12: Accounting Class to DuBois Business Center. Requested by Tami Winters, using Student Activity Funds.
 - Early May: 10th Grade Traffic Safety Students to C-93 Radio Station in Clarion. Requested by Dustin Kifer.
 - 5/17/12: 8th Graders to Jewish Community Center & Sports Works in Pittsburgh. Requested by Jessica Resig, using Student Fundraiser funds.

- ❑ Mr. Bonnar earlier reviewed the following Policies for 1st Reading:
 - #419.1: Intellectual Property (New)
 - #209.1: Head Lice (New)

- ❑ Mr. Bonnar earlier reviewed the following Policy for 2nd Reading:
 - #916: Volunteers (Revised)

- ❑ Mr. Bonnar earlier reviewed the 1st Reading of the Emergency Operation Plan.

- ❑ Mr. Bonnar earlier reviewed the following Performance Descriptions:
 - Athletic Director
 - Cafeteria Director

- ❑ Mr. Bonnar reported the Additions to the Substitute List:
 - Tiffany Beary--Cafeteria Monitor

- ❑ Mr. Bonnar reported the Unpaid Leave of Absences Requested:
 - Karena Milford, Elementary Cafeteria Monitor, February 23, and 24, 2012, #4 and 5.
 - Donna Bashline, High School Cafeteria Monitor, February 28, 29, March 2, 5, 6, 7, 9, 2012, #4, #5, #6, #7, #8, #9 and #10.

DIALOGUE ITEMS (Continued)

- ❑ Mr. Bonnar reviewed the FMLA Request from Crystal Bowser, Elementary Health Aide, commencing March 12, 2012. After outlining the FMLA, he said the Board would need to include in their Motion as to whether the FMLA could be taken in 60 Whole Days or 120 Half Days.
- ❑ Mr. Lauffer outlined the options for the 2012 Tax Bill Printing and Payments as per the handout in the folders.
- ❑ Mr. Bonnar requested the Board consider purchasing 30 Desks/Chairs for the High School to be paid for from the Long-Term Funding Stream at a cost of \$4,800
- ❑ Mr. Bonnar presented the results of the Bid Opening on Friday, March 16, 2012 for the High School Roof Replacement Project. After questions and comments from the Board, it was agreed to have Mr. Barrett and Mr. Swartfager review the current decking needs and wait until the April 9, 2012 Meeting to award the bids. Mr. Slagle said that the Board could table the Motion at the Business Meeting.
- ❑ Mr. Bonnar reviewed the request for installments of a New Sign for the High School that the Keystone Alumni would like to purchase. He said that the Board may want to add to their Motion an addition that would require that the final design approval would come before the Board.
- ❑ Mr. Bonnar earlier reviewed the 2012-13 Riverview IU 6 Budget with a \$12,291 Local Contribution.
- ❑ Mr. Bonnar earlier reviewed the Riverview IU 6 Request to Use Three Keystone School District Classrooms for the Summer Program Services.
- ❑ Mr. Bonnar earlier reviewed the Clarion County Truancy Protocol.
- ❑ Mr. Slagle said that the original amount set for the 7th Grade Volleyball Coach's Salary for 2011-12 was \$1,153.78. This salary was incorrect due to longevity not being removed from the Base Salary. Therefore, he recommended the Board consider the change.
- ❑ Mr. Bonnar requested the Board to consider the Advertising of Supplies for Custodial/Maintenance, Technology and General & Art.
- ❑ Mr. Bonnar reviewed Tom Bowser and Heidi Baughman as Volunteer Girls' Softball Coaches.
- ❑ Mr. Bonnar reviewed Sean Hanlon as Volunteer Track and Field Coach.

DIALOGUE ITEMS (Continued)

- ❑ Mr. Bonnar reviewed the 2012-13 Concurrent Enrollment Agreement with Butler County Community College.
- ❑ Mr. Bonnar reviewed a possible PARSS Resolution for Board Consideration that was in the folders at their stations. He said if the Board is in favor of the Resolution, it could be added to the Agenda.

ADJOURNMENT

With no further business, the Meeting adjourned at 8:40 P.M.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary