

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
November 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, November 19, 2012 at 7:01 P.M. The Meeting was held in the Keystone Elementary School Group Instruction Room, 451 Huston Avenue, Knox, Pennsylvania. The following Board Members were present: Mr. Gregory A. Barrett, Mr. James A. Beary, Mr. Wayne D. Johns, Mr. Thomas L. McCoy, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson, and Mr. Dwayne E. Van Tassel. Also present were: Mr. Shawn Algoe, Mr. Richard Bonnar, Mrs. Sue Chomas, Mr. Allen Hogue, Pastor Karen Parsh, Mr. Vernon Lauffer, Mr. Jason Nellis, Mr. Rodney Sherman, 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 immediately following the Regular Work Session to discuss Personnel and Superintendent Search.
- ❑ Mr. Slagle said the next Meeting would be the Reorganization/Regular Work Session on December 3, 2012 at 7 P.M. in the Elementary School Group Instruction Room.

PUBLIC COMMENT

None.

REPORTS

- ❑ **Mr. Bonnar--Superintendent reviewed:**
 - Recommendations for 2011-12 Surplus Re-Distribution.
 - District Comprehensive Plan.
 - Education Consortium, The Upper Alleghenies in Higher Education, ECLLA.
 - Requested Solicitor Information.
 - Request for Sick Day Bank (Executive Session).
 - Sequestration from the Federal Government.

REPORTS (Continued)

□ **High School--Mrs. Walters reviewed:**

- 74 Seniors have returned from a successful Senior Trip to Washington, D.C.
- New electronic sign has been installed. It is a conventional and professional look for the community to view school-related information.
- The Career Center Students of the Quarter were Megan Dowlan--Allied Health Services and Greg Rossman--Automotive Technology.
- The Junior High Student Government had a Toy Drive and Food Drive to generate funds for assisting families in the Knox community
- AYP Warning Letters for 2012 will be December 4 for Algebra I and English Literature for Grade 11 and December 11 for English Literature.
- County Band/Choir was held on November 15.
- November 27 will be an Act 80 Day. Will discuss Universal Design for Learning--instructional practices to support curriculum revisions presented by Laurie Newsome from IU6.
- Morgan Johnson has signed her Letter of Intent with Rhode Island.
- District has received a Plaque for District Golf.
- The United Allegheny Soccer League All Stars were Gideon Coleman, Kennedy McLendon and Shane Chapman.
- Bus Mileage Report
- Upcoming Dates:
 1. November 22 through 26: No School--Thanksgiving Vacation.
 2. November 27: Act 80 Day.
 3. December 4 and December 11: Winter Keystone Exams.
 4. December 11: Faculty Meeting
 5. December 13: Jr/Sr High Band Concert, 7:30 P.M.
 6. December 17: Jr/Sr High Choral Concert, 7:30 P.M.
 7. December 21: 2-Hour Early Dismissal.
 8. December 24 through January 1, 2013.

□ **Elementary--Mr. Algoe reviewed:**

- Distributed Calendar of Events.
- Elementary School Level Plan to address their prior years "Warning in AYP."
- Introduced Mr. Nellis who reviewed Archery in the Schools Program Presentation. Mr. Nellis along with Allen Hogue presented the Archery in Schools Program available to be offered to Elementary students through the Intramural Program. They outlined available grants and costs associated with the start-up and on-going costs. Mr. Nellis said that instructors must complete an extensive training.

REPORTS (Continued)

❑ **Special Education--Mrs. Chomas reviewed:**

- Attendance in PVAAS Training.
- Year-end Reporting.
- Special Education Plan is embedded within the District Comprehensive Plan.
- Submission of Annual Child Count Report.

DIALOGUE ITEMS

- ❑ Mr. Bonnar reviewed the Granting of Tenure to Ryan Smith, Technology Integration Teacher, effective November 17, 2012.
- ❑ Mr. Bonnar reviewed the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:
 - Brooke Maxwell, Clarion, Music.
 - Sheila Rex, Shippenville, Cafeteria/Custodian
- ❑ Mr. Bonnar reviewed the Performance Description for the Accounting/Budget/Transportation Conference Secretary.
- ❑ Mr. Bonnar reviewed the Upcoming Student Field Trip Requests:
 - May 22, 2013: Kindergarten to Erie Zoo. Requested by Kim Riley, using CATS Funds and Student Contributions.
 - December 6, 2012: Senior Learning Support Business Math Class to Farmer's National Bank and KGC Credit Union. Requested by Kim Exley at no cost to the District.
- ❑ Mr. Bonnar reviewed the Upcoming Professional Development:
 - November 15, 2012: County Band, C-L High School. Requested by Jerry Rembold at a cost of \$17.60, using Budgeted Funds.
 - December 2 to 5, 2012: SAS Conference in Hershey. Requested by Vicky Walters at a cost of \$632.90, using Budgeted Funds.
 - December 18, 2012 and January 17, 2013: Classroom Diagnostic Training at IU6. Requested by Kelli Guntrum-McNaughton, Lauren Tharan, Kim Exley, Amber Hubler, Nicole Gorog and Jennifer Slaughaupt at a cost of \$10 per person (\$60).
 - November 29, 2012: Deploying and Managing ios 6 for iPads, Edinboro University. Requested by Ryan Smith, Barb Witkowski and Tami Winters at a cost of \$99.90.
- ❑ Mr. Bonnar reviewed the Youth Program Contract with Venango Training & Development Center, Inc., for July 1, 2012 through June 30, 2013.
- ❑ Mr. Bonnar reviewed the Clarion County Mental Health Student Assistance Program Contract for the 2012-13 School Year.

DIALOGUE ITEMS (Continued)

- ❑ Mr. Bonnar previously reviewed the Comprehensive Plan for the Keystone School District for July 1, 2013 to July 30, 2016.
- ❑ Mr. Algoe previously reviewed the School Level Plan for the Keystone Elementary School for July 1, 2012 through June 30, 2013.
- ❑ Mr. Bonnar previously reviewed the Distribution of 2011-12 AFR Reconciliation Surplus.
- ❑ Mr. Bonnar said that Policy #800.2, Electronic Records/Signatures, has not been previously presented to the Policy Committee due to the timing when it was received. He said the Business Meeting Agenda contains this item for 1st Reading only.
- ❑ Mr. Lauffer reported that the 2013 Calendar Year's contract is due for Unemployment Compensation Insurance to be executed with BUCS via PSBA. As the minimum has increased from \$4,000 to \$19,661 in the last two years, quotes are being requested with other vendors. Mr. Slagle also requested that we explore the possibility of utilizing the private sector method of payment.
- ❑ Mr. Beary presented a request to increase Sherry Beichner's wage rate as part-time Custodian for the Fitness Building/Weight Room/Jordan's Hardware. *Mr. Slagle requested this Item be added to tonight's Business Meeting Agenda.*

An Executive Session was held from 8:20 P.M. until 8:45 P.M.

ADJOURNMENT

With no further business, the Meeting adjourned at 8:45 P.M.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary