

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
August 13, 2012**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Work Session to order on Monday, August 13, 2012 at 7:04 P.M. The Meeting was held in the Keystone Elementary School Group Instruction Room, Library, 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, Mr. Craig Brothers, Mrs. Suzanne Chomas, Mr. Jarrod Kapp, Mr. Vernon Lauffer, Mrs. Amanda O'Neil, Mr. Jimmy O'Neil, Mr. Rodney Sherman and Mrs. Vicky Walters.

ANNOUNCEMENTS

- ❑ Members of the public were welcomed by Mr. Slagle.
- ❑ Mr. Slagle said an Executive would be held tonight to discuss Attorney Communications/Collective Bargaining Contract.
- ❑ Mr. Slagle said the next Meeting would be the Regular Business Meeting on Monday, August 20, 2012 at 7 P.M. in the Elementary Group Instruction Room.

PUBLIC COMMENT

None.

REPORTS

- ❑ **Mr. Bonnar--Superintendent reviewed:**
 - PSBA Leadership Conference.
 - Performance Description--Athletic Head Coach.
 - Head Start Class to move to vacant Kindergarten Classroom.
 - New High School Sign and Display. Mr. Bonnar thanked the group that is coordinating this project.
 - Roof drain at High School (old section).
 - Request to Post/Advertise and Hire an Additional Paraprofessional.
 - Invitation for all to attend the August 23 Inservice Day.

REPORTS (Continued)

- ❑ **Mrs. Walters--High School Principal reviewed:**
 - High School AYP Results for 2011-12.
 - Mr. Irwin is pursuing his Principal Certification at Wilkes University.
 - Stage Curtains and Installation will occur during September.
 - 200 Athletes for Fall Sports.
 - Gearing for start of school. She commended Custodial/Maintenance Staff for their preparation of the building.
 - New MMS Software.

- ❑ **Mr. Algoe--Elementary Principal reviewed:**
 - Preparations are being finalized in all facets for the 2012-13 School Year.
 - Elementary School AYP Results for 2011-12.

- ❑ **Mrs. Chomas--Special Education Director reviewed**
 - Paraprofessional Handbook:
 1. Reviewed changes that are minimal.
 2. Transition Program at the High School.
 3. Comprehensive Planning.
 4. Access Billing Contractor has changed from LEADER to PCG.

- ❑ **Mr. Lauffer--Business Manager reviewed:**
 - Mr. Lauffer reviewed the status of Central Tax Bureau in regards to EIT Collection and their delinquency in getting the taxes to the appropriate tax entity. He said that Centax is on 90-day notice to cure deficiencies. Also, notices have gone to the PA Auditor General, PA Attorney General and DCED.

DIALOGUE ITEMS

- ❑ Mr. Bonnar previously reviewed the Athletic Head Coach Performance Description.

- ❑ Mr. Bonnar reviewed the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:
 - **Nathaniel Blachier, Clarion, Math/Biology**
 - **Wayne Fitzgerald, Clarington, Early Childhood**
 - **Brianna Glenn, Clarion, Elem/Special Ed**
 - **Megan Lutz, Oil City, English**
 - **Alyssa Marchand, Knox, Elem/Special Ed**
 - **Erika Vorse, Oil City, Elementary**
 - **Melissa Ace, Knox, Secretary**

DIALOGUE ITEMS (Continued)

- Mr. Bonnar reviewed the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances (Continued):
 - **Heather Cospers, Cranberry, Secretary, Cafeteria and Custodian**
 - **Jacqueline Kaiser, Marienville, Secretary, Paraprofessional**
 - **Terry Kline, Knox, Custodian**
 - **Rachel Matus, Clarion, Paraprofessional**
 - **Stephanie Rhoades, Clarion, Secretary, Cafeteria, Custodian,**
 - **William Slee, Knox, Custodian**
 - **Sarah Madison, Knox, Science**
 - **Brenda Gerber, Parker, RN**
 - **Deborah Warner, Knox, RN**

- Mr. Bonnar reviewed the Additions to the Volunteer List:
 - **Lisa Frederick, Shippenville, Marching Band Volunteer**
 - **Kathy Smerkar, Knox, Marching Band Volunteer**
 - **Danielle Weaver, Knox, Marching Band Volunteer**
 - **Brittany Courson, Volunteer, Volleyball Coach**
 - **Molly Wise, Volunteer, Girls' Soccer Coach**
 - **Samantha Black, Volunteer Girls' Soccer Coach**

- Mr. Bonnar reviewed the Letter of Resignation from Kim Scheer, High School Nurse, effective August 17, 2012.

- Mr. Bonnar said the Personnel Committee interviewed four candidates. The recommendation is for **Petulla King** from Karns City. She serve as School Nurse at Karns City previously. Mr. Beary said that all candidates with qualifications interviewed well, but Ms. King stood out as best.

- Mr. Bonnar reviewed the Letter of Resignation from Judy Gilliland, Elementary Cafeteria Worker, effective August 3.

- Mr. Bonnar requested the Posting and Advertising for an Elementary Cafeteria Worker.

- Mr. Bonnar reviewed the Relinquishing of Bus Contract for Route #2 by Craig Brothers with 2 years remaining on the Contract.

- Mr. Bonnar reviewed the Request for Non-Renewal of Three (3) Bus Routes by Berlin Enterprises, #7, #17 and #19.

DIALOGUE ITEMS (Continued)

- ❑ Mr. Beary explained the re-routing of busses for the District that is being undertaken due to the four routes being turned in. He said two routes are being absorbed, one to be awarded, and one to be split between two part-time contracts.
- ❑ Mr. Beary recommended that the District modify the High School Bus Routes to mandate High School Students walk to the Bus Stop if residence is .4 miles or less from the Main Route.
- ❑ Mr. Lauffer explained the handouts detailing the procurement of Natural Gas for 2013-14 at current trade listing. He also requested we pursue the Basis Transportation for the two years ended June 30, 2016 at the proposed rate of \$.465 per McF.
- ❑ Mr. Bonnar reviewed the Proposed Cafeteria Ala Carte Prices for 2012-13.
- ❑ Mr. Bonnar previously discussed the new Electronic Message Display Sign for the High School provided by local benefactors.
- ❑ Mr. Bonnar previously discussed the Posting, Advertising and Hiring of an Additional Title I Paraprofessional.
- ❑ Mr. Bonnar previously discussed the Jefferson-Clarion Head Start request to move Classes to the Elementary School.
- ❑ Mr. Bonnar requested Brynn Space for Jr. High Girls' Basketball Coach.
- ❑ Mr. Bonnar reviewed the Resignation of Brittany Courson as Girls' JV Volleyball Coach effective immediately.
- ❑ Mr. Bonnar requested Kelly McQuiston as JV and 7th Grade Volleyball Coach.
- ❑ Mr. Bonnar reviewed the Design for a Vinyl Cover for the Gymnasium Scoreboard to be used by all sports at home games. Mrs. Walters added that the cost would be covered by the Boys' Basketball Boosters.
- ❑ Mr. Bonnar requested the Renewal of Bus Contracts effective 2012-13 through 2014-15 for Bus #1--Brown Busing; Bus #13--Martin & Lori Whitmore; and Bus #16-- Gina Karnes.

ADJOURNMENT

With no further business, the Meeting adjourned at 8:05 P.M.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary