

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
September 10, 2012**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Work Session to order on Monday, September 10, 2012 at 7 P.M. The Meeting was held in the Keystone Elementary School 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. Kenneth L. Swartfager, Mrs. Stacey I. Thompson, and Mr. Dwayne E. Van Tassel. Mr. Dustin L. Swartfager was absent. Also present were: Mr. Shawn Algoe, Mr. Bill Baughman, Mr. Richard Bonnar, Mrs. Suzanne Chomas, Mr. Jarrod Kapp, Mr. Vernon Lauffer, Mrs. Andrea Porter, Mr. Levi Swartzentruber, Mr. Ray Swartzentruber, Mrs. Vicky Walters, Mr. Ryan Wetzel, and Mrs. Shawn Wetzel and others.

ANNOUNCEMENTS

- Members of the public were welcomed by Mr. Slagle.
- Mr. Slagle said the next Meeting would be the Regular Business Meeting on Monday, September 17, 2012 at 7 P.M. in the Elementary Group Instruction Room.
- An Executive Session was held from 8:02 P.M. until 8:23 P.M.

PUBLIC COMMENT

- Ryan and Shawn Wetzel and Andrea Porter voiced concern with the long bus ride their students have on Bus #14.

REPORTS

- Mr. Bonnar--Superintendent reviewed:
 - Letters of Agreement:
 1. Misty Isle Bridges
 2. Service Access and Management
 3. Keystone SMILES
 4. PA Pre-K Counts
 - Performance Descriptions:
 1. Instructional Technology Specialist
 2. Head Cook--Cafeteria

REPORTS (Continued)

- Sabbatical Leave for High School Guidance Counselor. Mr. Slagle requested an Executive Session after tonight's Work Session to discuss the topic further due to the personal nature of the discussion.
- Membership in the Clarion Chamber of Commerce. *After Board discussion, Mr. Slagle said to add this Item to next Week's Agenda with appropriate cost to the District.*
- Mr. Bonnar said that the KESPA approved the Support Contract and Memo of Understanding that the Board approved on August 13, 2012. Mr. Slagle said that the Contract is being ratified currently by both sides. *Mr. Slagle requested an Agenda Item for next week be added for Sick Days granted from the prior service.*

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

- Good start to new school year.
- MMS has had a successful start up.
- AYP.
- Keystone Exams/PSSA, Study Island. Classroom Diagnostic Tools, PSSA Remediation.
- Teacher Professional Development.
- CPI Training.
- Stage Renovation.
- Athletics and Committee Meeting.

□ **Mr. Algoe--Elementary Principal reviewed:**

- Great start to new year.
- Back to School Night's occurring.
- Assessments.
- MMS Parent Portal Opening.
- Treats for Achieving AYP.
- Transition of Head Start Class into the Elementary School

□ **Mr. Baughman--Maintenance reviewed:**

- Thanks to the Board for Summer Help approved.
- High School Roof.
- Carpet in Auditorium and Offices.
- Senior High Restroom.
- 3-Way Mixing Valve.
- Auditorium Repairs.
- High School Roof Drain Replacement.

REPORTS (Continued)

❑ **Mr. Baughman--Maintenance reviewed:**

- Needs for Next Year:
 1. Elementary Cafeteria Steamer.
 2. Garage Roof Replacement.
 3. Air Compressor for Heating System.
 4. Hot Water Circulating Pump.
 5. High School Track Re-Surfacing.
 6. Ditch Fill In.
 7. Cross Country Trail.
 8. Hot Water Tank at Concession Stand.

Mr. Slagle requested Approval of the Procurement of a New Hot Water Tank for the Concession Stand be added to next week's Agenda.

DIALOGUE ITEMS

- ❑ Mr. Bonnar previously reviewed the SMILES Alternative Education Program Agreement for the 2012-13 School Year. *Mr. Slagle requested this Item be added to next week's Agenda.*
- ❑ Mr. Bonnar previously reviewed the Misty Isle Bridges Agreement for the 2012-13 School Year. *Mr. Slagle requested this Item be added to next week's Agenda.*
- ❑ Mr. Bonnar previously reviewed the Student Assistance Program Letter of Agreement for the 2012-13 School Year with Service Access and Management, Inc. *Mr. Slagle requested this Item be added to next week's Agenda.*
- ❑ Mr. Bonnar reviewed the results of the interviews for the Paraprofessional position. He requested hiring two additional Paraprofessionals with funding from Title I. *Mr. Slagle requested this Item be added to next week's Agenda.*
- ❑ Mr. Bonnar recommended the Hiring of Julie VanTassel, Elementary Cafeteria Worker. *Mr. Slagle requested this Item be added to next week's Agenda.*
- ❑ Mr. Bonnar requested BarbWitkowski as Mentor for Petula King, School Nurse. *Mr. Slagle requested this Item be added to next week's Agenda.*
- ❑ Mr. Bonnar reviewed the Letter of Retirement from Linda McCoy, Elementary Secretary, effective January 15, 2012. *Mr. Slagle requested that interviews and hiring be done for the October Board Meeting and the Approval of Mrs. McCoy's Retirement be on next week's Agenda.*
- ❑ Mr. Bonnar reviewed the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:
 - Tracy Weckerly, Nurse/Special Education.*Mr. Slagle requested this Item be added to next week's Agenda.*

DIALOGUE ITEMS (Continued)

- ❑ Mr. Bonnar previously reviewed the following Performance Descriptions:
 - Instructional Technology Specialist.
 - Cafeteria Head Cook.

Mr. Slagle requested this Item be added to next week's Agenda.

- ❑ Mr. Bonnar reviewed the upcoming Field Trips:
 - September 25, 2012: Gifted to IU6, Scrabble Challenge. Requested by Nicole Gorog.
 - October 3, 2012 (Rain Date--October 10, 2012): 7th Grade to the Beaver Ponds. Requested by Pam Warner.
 - October 10, 2012 and November 30, 2012: Gifted to Clarion Elementary, Equations. Requested by Nicole Gorog and Gary Henry.
 - October 16, 2012: Gifted to IU6, Chess. Requested by Nicole Gorog.
 - January 17, 2013: Gifted to IU6, Academic Challenge. Requested by Nicole Gorog.
 - February 7, 2013: Gifted to Clarion Mall, Spelling Bee. Requested by Nicole Gorog.
 - May 9, 2013: Gifted to IU6 and Clarion University, Math 24. Requested by Nicole Gorog.

Mr. Slagle requested this Item be added to next week's Agenda.

- ❑ Mr. Bonnar reviewed the following Additions to the Volunteer List, pending proper completion of Personnel File Documentation and Clearances:
 - Jim Durnell, Volunteer Golf Coach.
 - Brittany Foust, Volunteer Varsity Girls' Basketball Coach.
 - Bill Baughman, Volunteer Cross Country Coach.

Mr. Slagle requested this Item be added to next week's Agenda.

- ❑ Mr. Barrett reviewed the request for a Golf Booster Group. ***Mr. Slagle requested this Item be added to next week's Agenda.***

- ❑ Mr. Bonnar reviewed the PA Pre-K Counts Agreement. ***Mr. Slagle requested this Item be added to next week's Agenda.***

ADJOURNMENT

With no further business, the Meeting adjourned at 8:24 P.M.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary