

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
February 18, 2013**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, February 18, 2013 at 7 P.M. The Meeting was held in the Keystone Elementary School Group Instruction Room, 451 Huston Avenue, Knox, Pennsylvania. The Pledge of Allegiance was recited. 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. VanTassel. Also present were: Mr. Shawn Algoe, Mr. Richard Bonnar, Mr. Jarrod Kapp, Mr. Vernon Lauffer, Mr. Rodney Sherman and Mrs. Vicky Walters.

ANNOUNCEMENTS

- Mr. Slagle welcomed the guests to the Meeting.
- Mr. Slagle said there would be an Executive Session immediately following the Regular Business Meeting to discuss a KEA Grievance.
- Mr. Slagle said the next Meeting would be the Combined Work Session and Regular Business Meeting on March 18, 2013 at the Keystone Elementary School Group Instruction Room at 7 P.M.

PUBLIC COMMENT

- Mr. Jarrod Kapp said that Shippenville Borough appointed Rose Schreckengost as Interim Tax Collector replacing Kathy Brown.

CONSIDERATION OF AGENDA

- Mr. Beary made the Motion to approve the Agenda as amended:
 - Additions:
 - IX. B.4. Rebecca Lynch, Elementary Clarion.
 - IX. D. Consideration of the Approval of the Jr High Volleyball Coaching Positions, pending proper completion of Personnel File Documentation and Clearances:
 1. Haley Greathouse, 7th Grade Volleyball Coach.
 2. Kelli McQuiston, 8th Grade Volleyball Coach.
 - XA.5. April 18, 2013: Gifted Program to Penn State DuBois. Requested by Kelli McNaughton, at no cost.
 - XA.6. May 3, 2013: Gifted Program to A-C Valley High School. Requested by Kelli McNaughton, at no cost.

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CONSIDERATION OF AGENDA (Continued)

- Additions: (Continued)
 - X.A.7. May 14, 2013: Gifted Program to Redbank High School. Requested by Nicole Gorog, at no cost.
 - X.A.8. Spring 2013: 10th Grade Traffic Safety Class to C-93 Radio Station. Requested by Dustin Kifer, at no cost.
 - X.A.9. May 16 and 17, 2013: 4th Grade Class to Clear Creek State Park. Requested by Kate Schoeppner, using CATS Funds and Student Contribution.
 - X.B.2. April 19, 2013: Regional ESL Training for Local Teachers. Requested by Nicole Gorog, at a cost of \$10.

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Stacey Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

CONSENT AGENDA

Mr. Beary made the Motion to approve the Consent Agenda:

Minutes:

- Approve the January 21, 2013 Regular Business Meeting Minutes*
- Approve the February 11, 2013 Work Session Minutes*

Financial Reports:

- File the January, 2013 Board Summary for Audit*
- File the January, 2013 Liquid Cash and Investment Activity Analysis Report for Audit*
- File the January, 2013 Elementary School Student Activities Report for Audit*
- File the January, 2013 High School Student Activities Report for Audit*
- File the January, 2013 High School Student Athletics Report for Audit*
- File the January, 2013 Contingency Fund Detail Report for Audit*
- Approve the January, 2013 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G for payment*
- Approve the January, 2013 Cafeteria Bills for payment as presented and located in Attachment C*
- Approve the January, 2013 Cafeteria P&L for Audit*
- Approve the January, 2013 Capital Reserve Bills for payment as presented and located in Attachment B*

CONSENT AGENDA (Continued)

Written Reports:

- Accept the December, 2012 Northwest School Combine Report*
- Accept the Career Center Report*
- Accept the IU Report*
- Accept the SMILES Report*

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

CONTRACTS (For Individual or Separate Consideration)

- Mr. K. Swartfager made the Motion to **APPROVE the CLARION HOSPITAL HEALTHWORKS for BUS CONTRACTORS and ATHLETES DRUG & ALCOHOL TESTING for JANUARY 1, 2013 through DECEMBER 31, 2013.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.
- Mr. Beary made the Motion to **APPROVE the CENTRAL SUSQUEHANNA IU HOSTED SOFTWARE SERVICES AGREEMENT, effective January 15, 2013.to WHITMORE BUSING, LLC.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

PERSONNEL (For Individual or Separate Consideration)

- Mr. K. Swartfager made the Motion to **HIRE SHAWN ALGOE as SUPERINTENDENT, effective July 1, 2013, for a 4-Year Contract, at an annual salary of \$100,000 for 2013-14, as presented.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.
- Mr. Beary made the Motion to **SUSPEND the RULES to add the Agenda Item, “to POST and ADVERTISE for an ELEMENTARY SCHOOL PRINCIPAL.”** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.
- Mr. Beary made the Motion to **POST and ADVERTISE for an ELEMENTARY PRINCIPAL.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

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PERSONNEL (For Individual or Separate Consideration) (Continued)

- Mr. Beary made the Motion to **APPROVE** the following **ADDITIONS** to the **SUBSTITUTE LIST**, pending proper completion of Personnel File Documentation and Clearances:

- **Sara Rattay, Early Childhood/Special Education**
- **Blane Gold, Social Studies**
- **Tonya Sterner, Cafeteria/Custodian/Secretary**
- **Rebecca Lynch, Elementary**

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

- Mr. Barrett made the Motion to **APPROVE** the following **ATHLETIC COACHES**, pending proper completion of Personnel File Documentation and Clearances:

- **Ann Wolf, Boys' Track Head Coach**
- **Erin Zacherl, Cross Country Head Coach**
- **Daryl Beam and Sean Hanlon, Volunteer Track Coaches**
- **Haley Greathouse, 7th Grade Volleyball Coach**
- **Kelli McQuiston, 8th Grade Volleyball Coach**

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

NEW BUSINESS (For Individual or Separate Consideration)

- Mr. McCoy made the Motion to **APPROVE** the **FOLLOWING UPCOMING FIELD TRIPS**:

- **Spring, 2013: Spanish Classes to Mallorca Restaurant in Pittsburgh. Requested by Margaret Patton, using \$18 Student Contribution and Scholarship Funds for Transportation.**
- **April 3-5, 2013: CCCC Skills USA State Competition in Hershey. Requested by Connie Bauer, CCCC Guidance Counselor, for Jacob Strauser, Keystone Junior.**
- **May 16, 2013: 1st Grade to Pittsburgh Zoo & PPG Aquarium. Requested by Suzanne Buckley, using Student Contribution and CATS Funds.**
- **May 23, 2013: Senior Class to Pittsburgh Pirates Game. Requested by Senior Class Advisors, using Senior Class and Student Magazine Funds.**
- **April 18, 2013: Gifted Program to Penn State DuBois. Requested by Kelli McNaughton, at no cost.**
- **May 3, 2013: Gifted Program to A-C Valley High School. Requested by Kelli McNaughton, at no cost.**
- **May 14, 2013: Gifted Program to Redbank High School. Requested by Nicole Gorog, at no cost.**

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NEW BUSINESS (For Individual or Separate Consideration) (Continued)

- Mr. McCoy made the Motion to **APPROVE the FOLLOWING UPCOMING FIELD TRIPS (Continued):**
- **May 16 and 17, 2013: 4th Grade Class to Clear Creek State Park. Requested by Kate Schoeppner, using CATS Funds and Student Contribution.**
 - **Spring 2013: 10th Grade Traffic Safety Class to C-93 Radio Station. Requested by Dustin Kifer, at no cost.**

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

- Mr. Barrett made the Motion to **APPROVE the UPCOMING PROFESSIONAL DEVELOPMENT:**
- **February 12, 2013: National Security Challenges in 2013 and Beyond. Requested by Brett Vaughn and Conrad Warner, at a cost of \$104.34, using Principal Contingency Funds.**
 - **April 19, 2013: Regional ESL Training for Local Teachers. Requested by Nicole Gorog, at a cost of \$10.**

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

- Mr. Beary made the Motion to **APPROVE the REQUEST from the CLARION COUNTY CAREER CENTER to use the SCHOOL VAN on April 3 through 5, 2013 for the SKILLS USA STATE COMPETITION in HERSHEY.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

- Mr. Beary made the Motion to **APPROVE the RESIGNATION of BEVERLY SMAIL, SALEM TOWNSHIP TAX COLLECTOR, effective February 1, 2013, with regret.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

- Mrs. Thompson made the Motion to **TABLE the AGENDA ITEM “to APPROVE the PURCHASING of the MMS EMERGENCY CALL SYSTEM, ONE CALL NOW, at an annual cost of \$1,964.50, PENDING SURVEY RESULTS AND TIME TABLE.”** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

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NEW BUSINESS (For Individual or Separate Consideration) (Continued)

- Mr. McCoy made the Motion to **APPROVE the PURCHASING of HIGH SCHOOL SCIENCE TEXTBOOKS at a cost of \$4,000 from High School Principal Contingency Fund/Long-Term Funding Stream.** The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

POLICY (For Individual or Separate Consideration)

- Mr. Beary made the Motion to **APPROVE the 2st READING the following POLICIES:**
- **#251: Homeless Students**
 - **#302: Employment of Superintendent**
 - **#308: Employment of Contract/Board Resolution**
 - **#312: Performance Assessment of Superintendent**

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

- Mr. Beary made the Motion to **APPROVE the 1st READING the following POLICY:**

- **#913: Non-School Organizations/Groups/Individuals**

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

An Executive Session was held from 7:45 P.M. to 8:17 P.M.

ADJOURNMENT

With no further business, Mr. Beary made the Motion to Adjourn the Meeting at 7:44 P.M. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 9-0.

Respectfully submitted,

Vernon F. Lauffer
Board Secretary