

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
August 19, 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, August 19, 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, Mrs. Stacey I. Thompson, and Mr. Dwayne E. Van Tassel. Mr. Dustin L. Swartfager and Mr. Kenneth L. Swartfager were absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Jarrod Kapp, Mr. Vernon Lauffer, Mr. Michael McCormick, and Mrs. Vicky Walters.

ANNOUNCEMENTS

- Mr. Slagle made an introduction of guests.
- Mr. Slagle said the next Meeting will be the Work Session on September 9, 2013 at 7 P.M. It will be held in the Elementary School Group Instruction Room.
- Mr. Beary reviewed the following Transportation Committee Items:
 1. Bus #16 will run identical in the morning as afternoon so to make the first on in the morning as first off in the afternoon. This will also decrease total mileage.
 2. Bridge Agreement on Amsler Road. This will eliminate the access onto Route 208 below Renningers.
 3. Commencing High School Stops in Borough for increased safety, security and convenience.
 4. The Career Center will offer classes this year in the afternoon only so two buses will be utilized in afternoon instead of one in the morning and one in the afternoon.
 5. Maple Drive and Marianne Estates will be shifted from Bus #9 to Bus #16.
- Mr. Algoe reviewed the following items:
 1. Bleacher Sale.
 2. Ice Machine Repairs.
 3. Signage at Track.
 4. Knox Life Skills Termination of Program.
 5. Digitalized Radios for High School.
 6. Boys' Soccer Program, with only 7 players, will be cancelled for the 2013-14 Season.

PUBLIC COMMENT

None.

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CONSIDERATION OF AGENDA

☐ Mr. Beary made the Motion to approve the Agenda as amended:

▪ Additions:

1. IV. C. Transportation Committee Report
2. IV. D. Superintendent Report
3. VII. B.12. July, 2013 Student Activities Report
4. VII. B. 13 July, 2013 Student Athletics Repo
5. X.D. Sale of Bleachers @ \$50 per set.
6. X.E. Purchase of 10 Radios from Capital Reserve.
7. X.F. Suspend Boys' Soccer for 2013-14 Season Due to Lack of Participation.
8. VIII.E. Agreement with Beaver Township for Amsler Road Bridge.

▪ Corrections:

1. VIII.E. Amend the Jordan Hardware Rental Agreement.

▪ Deletions:

1. VII. B. 10. July, 2013 Cafeteria P&L
2. VII. C. 4 SMILES Report.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. Slagle—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes.
Motion carried 7-0.

CONSENT AGENDA

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

☐ Minutes:

- Approve the July 15, 2013 Regular Work Session Minutes*
- Approve the July 15, 2013 Regular Business Meeting Minutes*
- Approve the August 12, 2013 Regular Work Session Minutes*
- Approve the August 12, 2013 Regular Business Meeting Minutes*

☐ Financial Reports:

- File July, 2013 Board Summary*
- File the July, 2013 Liquid Cash and Investment Activity Analysis Report for Audit*
- File the June 2013, Elementary School Student Activities Report for Audit*
- File the July, 2013 Elementary School Student Activities Report for Audit*
- File the July, 2013 High School Student Activities Report for Audit*
- File the June, 2013 High School Student Athletics Report for Audit*
- File the July, 2013 High School Student Athletics Report for Audit*
- File the July, 2013 Contingency Fund Detail Report for Audit*

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CONSENT AGENDA (Continued)

❑ **Financial Reports (Continued)**

- Approve the July, 2013 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
- Approve the July, 2013 Cafeteria Bills for payment as presented and located in Attachment C*
- Approve the July, 2013 Capital Reserve Bills for payment as presented and located in Attachment B*

❑ **Written Reports:**

- Accept the June, 2013 Northwest School Combine Report*
- Accept the Career Center Report*
- Accept the IU Report*

The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. Slagle—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes.
Motion carried 7-0.

CONTRACTS (For Individual or Separate Consideration)

❑ **Mr. Barrett made the Motion to APPROVE THE FOLLOWING CONTRACTS:**

- **RATE FOR C.E. WEAVER EXCAVATING for FRONT-END LOADER at \$65 PER HOUR for SNOW PLOW REMOVAL and ANTI-SKID at \$25 PER APPLICATION for the 2013-14 School Year.**
- **5-YEAR AGREEMENT (July 1, 2013 through June 30, 2018) for CLASSROOM RENTAL with JEFFERSON-CLARION HEAD START, Inc.**
- **DR. DALE MYERS as SCHOOL DENTIST for the 2013-14 School Year.**
- **RENT for JORDAN's HARDWARE BUILDING for JULY and AUGUST, 2013.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. Slagle—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes.
Motion carried 7-0.

PERSONNEL (For Individual or Separate Consideration)

❑ **Mr. Barrett made the Motion to APPROVE THE FOLLOWING PERSONNEL ITEMS:**

- **RESCIND the PROFESSIONAL DEVELOPMENT SABBATICAL for MIKE MELLOTT, High School Guidance Counselor, for the 2013-14 Second Semester.**
- **HIRE BOBBIE HELLER as MATH DEPARTMENT CHAIRPERSON.**
- **APPROVE THE SALARY for the 2nd ASSISTANT JR HIGH FOOTBALL COACH at \$1,045.45.**
- **APPROVE the 4-HOUR CUSTODIAL MEMORANDUM OF AGREEMENT for the 2013-14 SCHOOL YEAR, as presented.**

PERSONNEL (For Individual or Separate Consideration) (Continued)

- **GRANT TENURE to the FOLLOWING EMPLOYEES:**
 1. **ALISON ALBRIGHT, High School Chemistry**
 2. **HALEE McCANCE, High School Math**
 3. **PAM WARNER, High School Science**
- **ACCEPT the RESIGNATION of KELLI KIFER as PARAPROFESSIONAL, effective immediately.**
- **ACCEPT the RESIGNATION of STACY FLANNIGAN as HIGH SCHOOL CAFETERIA MONITOR, effective immediately.**
- **HIRE AMANDA PHILLIPS as ELEMENTARY SCIENCE LAB COORDINATOR.**
- **APPROVE FRAN NESTA as PLAY DIRECTOR for the 2013-14 School Year.**
- **APPROVE FRAN NESTA as 12th GRADE ADVISOR for the 2013-14 School Year.**
- **APPROVE the ADDITIONS to the SUBSTITUTE LIST, pending proper completion of Personnel File Documentation and Clearances:**
 1. **Kelli Kifer, Special Education/Middle School Math**
 2. **Jordan LaBue, Mid-Level Science/Elementary**
 3. **Brooke Peters, Elementary/Early Childhood**
 4. **Linda Fenchak, Cafeteria**
 5. **Hannah Rembold, English**
 6. **Allison Fuhr, English**
 7. **Kelsey Heilman, Math**
 8. **Debra Matthews, Social Studies/English**
 9. **Sara Ruby, Language Arts**
 10. **Stephanie Shaffer, Math**
 11. **Matthew Smeltzer, English**
 12. **Cassandra Wensel, English**
- **HIRE ANN WOLFF as JV VOLLEYBALL COACH.**
- **APPROVE the VOLUNTEER FOOTBALL COACHES, pending proper completion of Personnel File Documentation and Clearances:**
 1. **MATTHEW HURST**
 2. **BRANDON CHAMBERS**
 3. **JOSH ALBRIGHT**
- **APPROVE THE VOLUNTEER GIRLS' SOCCER COACHES, pending proper completion of Personnel File Documentation and Clearances:**
 1. **Rick Hurst**
 2. **Rob Buzard**
- **HIRE JULIE HOVIS as JV GIRLS' BASKETBALL COACH, pending proper completion of Personnel File Documentation and Clearances.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. Slagle—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes.
Motion carried 7-0.

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PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ Mr. Barrett made the Motion to **DENY the KESPA EMERGENCY DAY GRIEVANCE**. The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. Slagle—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ Mr. McCoy made the Motion to **APPROVE STACEY THOMPSON to attend the ANNUAL PSBA CONFERENCE in Hershey at an estimated cost of \$1,366.75 with \$1,000 from the Budget Line for Board Conferences and \$366.75 from Superintendent/Board Contingency Fund**. The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. Slagle—yes; Mrs. Thompson—abstained; and Mr. VanTassel—yes. Motion carried 6-0-1.
- ❑ Mr. VanTassel made the Motion to **APPROVE the 2013-14 ELEMENTARY SCHOOL TEACHER and STUDENT HANDBOOKS, as presented**. The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. Slagle—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.
- ❑ Mr. Johns made the Motion to **REVISE the AWARD to DEMOULIN for the BAND UNIFORM BID to REMOVE the DANCE UNIFORM and FRONT LINE UNIFORMS from the AWARDED BID. DEMOULIN IS IN AGREEMENT TO MAKE THIS REVISION**. The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. Slagle—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.
- ❑ Mr. Barrett made the Motion to **APPROVE the SALE OF OLD BLEACHERS of 20 Sets at \$50 Each to Capital Reserve**. The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. Slagle—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.
- ❑ Mr. Beary made the Motion to **APPROVE the PURCHASE of 10 RADIOS from CAPITAL RESERVE @ \$280 each for a total of \$2,800**. The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. Slagle—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.
- ❑ Mr. Beary made the Motion to **SUSPEND the BOYS' SOCCER PROGRAM due to a lack of participation**. The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. Slagle—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.

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ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:31 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. Slagle—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary