

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
January 21, 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, January 21, 2013 at 7 P.M. The Meeting was held in the Keystone Elementary 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, Mrs. Sue Chomas, Mr. Vernon Lauffer, Mr. Rodney Sherman and Mrs. Vicky Walters and many community people.

**ANNOUNCEMENTS**

- Mr. Slagle welcomed the many guests from the community to the Meeting.
- Mr. Slagle said there would be an Executive Session immediately following the Regular Business Meeting to discuss Legal Correspondence and Superintendent Search.
- Mr. Slagle said the next Meeting would be the Work Session at the Clarion County Career Center on February 11, 2013.

**PUBLIC COMMENT**

- Mr. Andy Hogue addressed the Board to request reimbursement of additional Activity Fees to relieve \$3,045 of Booster Contributions to Athletics.
- Mr. Chuck Weaver thanked Mrs. Walters, et. al., involved with Senior Projects. He was very complimentary of the seniors he reviewed. Also, he was impressed with the condition of the building.
- Mr. John Stiglitz addressed the Board regarding expected participation numbers in Football. His request is to reinstitute a Varsity and Jr High Football Coaching position.

**CONSIDERATION OF AGENDA**

- Mr. K. Swartfager made the Motion to approve the Agenda as amended:
  - Additions:
    - IV.B. The next Meeting will be the Work Session scheduled for Monday, February 11, 2013. It will be held at the Clarion County Career Center. A light supper will be served beginning at 6:30 P.M. with the Meeting to follow at 7 P.M.

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**CONSIDERATION OF AGENDA (Continued)**

- Additions: (Continued)  
XI. E. Increase of Activity Fee.
- Deletions:  
VIII.C.2. Accept the Career Center Report
- Corrections:  
XI.6. May 24, 2013 (Not May 25): 8<sup>th</sup> Grade to Pittsburgh Ball Parks and The Clipper. Requested by Tyler Chambers, using 8<sup>th</sup> Grade Coupon Booklet Sales Funds.

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.

**REPORTS**

- Superintendent—Mr. Bonnar reviewed:
  - Parental request to institute a District-wide Call System. Mr. Bonnar will prepare and research this project and report back next month.
- Technology—Mrs. Witkowski:
  - Google Apps for Education School District (Free and On-line).
  - Upgrades to MMS.
  - I-Pad Initiative:
    - a. Title D.
    - b. Foundation Teacher Grants.
    - c. Tech Vision Grants.
  - Went to Mrs. Zacherl's Room to watch Kindergarten Students utilize iPads—an everyday occurrence.

**CONSENT AGENDA**

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

- Minutes:
  - Approve the December 10, 2012 Regular Business Meeting Minutes\*
  - Approve the January 14, 2013 Work Session Minutes\*
- Financial Reports:
  - File the December, 2012 Liquid Cash and Investment Activity Analysis Report for Audit\*
  - File the November, 2012 Elementary School Student Activities Report for Audit\*

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**CONSENT AGENDA (Continued)**

**Financial Reports (Continued)**

- File the December, 2012 Elementary School Student Activities Report for Audit\*
- File the November, 2012 High School Student Activities Report for Audit\*
- File the December, 2012 High School Student Activities Report for Audit\*
- File the November, 2012 High School Student Athletics Report for Audit\*
- File the December, 2012 High School Student Athletics Report for Audit\*
- File the December, 2012 Contingency Fund Detail Report for Audit\*
- Approve the December, 2012 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 December, 2012 Cafeteria Bills for payment as presented and located in Attachment C\*
- Approve the December, 2012 Cafeteria P&L for Audit\*
- Approve the December, 2012 Capital Reserve Bills for payment as presented and located in Attachment B\*

**Written Reports:**

- Accept the November, 2012 Northwest School Combine 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. Beary made the Motion to **APPROVE the CLARION COUNTY COMMUNITY BANK ACH CONTRACT**. 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 NAME CHANGE OF MARTIN and LORI WHITMORE'S BUS CONTRACTS 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.

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**PERSONNEL (For Individual or Separate Consideration)**

- Mr. Barrett made the Motion to **APPROVE** the **FOLLOWING ITEMS**:
- **ADDITIONS to the SUBSTITUTE LIST, pending proper completion of Personnel File Documentation and Clearances:**
    1. **Craig Brothers, Substitute Bus Driver**
    2. **Lee Berlin, Substitute Bus Driver**
    3. **Katie Cozad, Early Childhood/Special Education**
    4. **Brandon Slater, Social Studies**
    5. **Lyndsey Brecosky, Early Childhood/Special Education**
  - **LETTERS OF INTENT TO RETIRE AT THE END OF 2012-13 SCHOOL YEAR, with regret, from:**
    1. **Jerry Rembold, Elementary/Jr High Band Instructor**
    2. **Joyce Schwab, High School Math Teacher**
    3. **Mark Whisner, Athletic Director/Health & Physical Education/Driver's Education**
  - **JODY FRAZIER as ELEMENTARY SUBSTITUTE CALLER.**
  - **SUSAN RHOADES as ELEMENTARY HEALTH AIDE at a rate of \$15 per hour and SINGLE MEDICAL, DENTAL and VISION INSURANCE paid by the District, pending proper completion of Personnel File Documentation and Clearances.**
  - **RESIGNATION of RICK HURST as JR. HIGH FOOTBALL COACH, effective immediately.**
  - **RESIGNATION OF JESSICA RESIG as HIGH SCHOOL ENGLISH TEACHER effective January 21, 2013.**
  - **POST and ADVERTISE for the HIGH SCHOOL ENGLISH TEACHER POSITION.**
  - **RESIGNATION of JESSICA RESIG as HEAD BOYS' TRACK COACH and CROSS COUNTRY COACH effective immediately.**
  - **POST and ADVERTISE for the HEAD BOYS' TRACK COACH and CROSS COUNTRY COACH.**
  - **POST and ADVERTISE for the JR. HIGH VOLLEYBALL COACH.**
  - **DECLARE the 1<sup>st</sup> ASSISTANT VARSITY FOOTBALL COACH POSITION VACANT.**
  - **HIRE JON BEAL as 1<sup>st</sup> ASSISTANT VARSITY FOOTBALL 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.

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

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

- **February 1, 2 and 3, 2013: Varsity Cheerleaders to Hershey. Requested by Kami Coursen, Mark Whisner and Andrea Porter, using Budgeted Athletic Funds.**
- **March 12, 2013 and May 1, 2013: Clarion County Youth Council to Clarion University. Requested by Gina Clark at no cost.**
- **February 26, 2013: 5<sup>th</sup> Grade to Redbank High School. Requested by Amanda Kline, using Pencil Sales and Principal Contingency Funds.**
- **May 14, 2013: 5<sup>th</sup> Grade to Carnegie Museum of National History. Requested by Amanda Kline, using CATS Funds, Pencil Sales and Student Contribution.**
- **May 17, 2013: 2<sup>nd</sup> Grade to Progressive Ag Day at Clarion County Park. Requested by Kim Davis, using Student Funds and Contributions.**
- **May 24, 2013: 8<sup>th</sup> Grade to Pittsburgh Ball Parks and The Clipper. Requested by Tyler Chambers, using 8<sup>th</sup> Grade Coupon Booklet Sales Funds.**
- **May 28, 2013: 6<sup>th</sup> Grade to Niagara Falls. Requested by Carol Adams, Michele Clover and Bruce Turk, using CATS Funds, Student Fundraiser Funds and Student Contribution.**

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:**

- **April 30, 2013: School Law Workshop with Bernie Hoffman at Slippery Rock University. Requested by Shawn Algoe, Sue Chomas, Vicky Walters and Rich Bonnar at a cost of \$100 per person.**
- **February 15, 2013: PMEA District 3 Jazz Festival at Union High School. Requested by Fran Nesta a cost of \$20.**

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. K. Swartfager made the Motion to **APPROVE** the **REQUEST from the CLARION COUNTY CAREER CENTER to use the SCHOOL VAN on March 3 and 4, 2013 to participate in the 10<sup>th</sup> Annual Rotary Outstanding Award Leadership Conference at McKeever Learning Center.** 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. Beary made the Motion to **APPROVE the CHANGES in the ATHLETIC and STUDENT HANDBOOKS to be IMPLEMENTED for the 2013-14 SCHOOL YEAR to INCLUDE “EXTRA-CURRICULAR” WORDING WITHIN THE TRANSPORTATION SECTION.** 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 ACTIVITY FEES effective July 1, 2013 as:**

- **\$100—First Sport**
- **\$50 Total—Second Sport and All Subsequent Sports.**

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. K. Swartfager made the Motion to **APPROVE the 1st 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.

**An Executive Session was held from 8:05 P.M. to 8:44 P.M.**

**ADJOURNMENT**

With no further business, Mr. Van Tassel made the Motion to Adjourn the Meeting at 8:01 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