

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
July 15, 2013**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Work Session to order on Monday, July 15, 2013 at 7 P.M. The Meeting was held in the Keystone Elementary School Group Instruction Room at 451 Huston Avenue, Knox, Pennsylvania. The following Board Members were present: Mr. Gregory A. Barrett, Mr. James A. Beary, Mr. Wayne D. Johns, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. Van Tassel. Mr. Thomas L. McCoy was absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman, Mrs. Vicky Walters and Mr. Chuck Weaver.

ANNOUNCEMENTS

- Members of the public were welcomed by Mr. Slagle.
- Mr. Slagle said the next Meeting will be a combined Work Session and Regular Business Meeting on Monday, August 5, 2013 at 7 P.M. in the Elementary Group Instruction Room, if needed. If the August 5 Meeting is not necessary, the next Combined Meeting will be August 12, 2013 at 7 P.M. in the Elementary Group Instruction Room.
- Mr. Slagle said there would be an Executive Session held tonight immediately following the Regular Business Meeting to discuss a Grievance from the KEA, a Grievance from KESPA and a Personnel Issue.

PUBLIC COMMENT

None.

REPORTS

- **Superintendent—Mr. Algoe reviewed:**
 1. Act 82 Rating Tool.
 2. PA—ETEP.
 3. PA Final Budget, which includes Adjustments to Subsidies as follows:

Basic Education:	+ \$8,107
Special Education	+ \$3,838
ABG	-0-
CCCC	- \$ 525
Total	\$11,420

REPORTS (Continued)

- **Superintendent—Mr. Algoe reviewed: (Continued)**
 4. Chimney Update.
 5. High School Roof above Locker Rooms.
 6. Elementary Cafeteria Compressor Malfunction.

- **High School—Mrs. Walters reviewed:**
 1. Preliminary Test Results for 2012-13.
 2. Upcoming Events.
 3. High School Handbook Changes for 2013-14.

- **Elementary School—Mr. McCormick/Mr. Algoe:**
 1. Mr. McCormick thanked the Board for the opportunity to serve as Keystone School District Elementary Principal.
 2. Mr. Algoe said the Elementary Handbooks will be brought to the Board in August—allowing Mr. McCormick a month to review and produce these.
 3. Elementary Test results.

- **Athletic Committee—Mr. Slagle:**
 1. Mr. Slagle said that many sports were discussed and the many additions are listed on the Agenda Additions Sheet.
 2. New Evaluation Report for Coaches.
 3. Athletic Trainer Handouts.
 4. Handbook Changes.

- **Band Uniforms—Mr. Johns:**

Mr. Johns said that the sample uniform is expected by the end of the week. Upon final approval, a Purchase Order will be cut for the purchase.

DIALOGUE ITEMS

- Mr. Algoe reviewed the Recommended Breakfast/Lunch Prices for the 2013-14 School Year. He said the additional 15 cents per meal is consistent with the plan developed last year to comply with the State Audit request that the regular meals should not be subsidized by the Free/Reduced Meals.

DIALOGUE ITEMS (Continued)

Breakfast/Lunch Prices:

	Breakfast	Breakfast Reduced	Lunch	Lunch Reduced
H.S.	12-13 \$1.00 13-14 \$1.15	\$0.30	12-13 \$1.90 13-14 \$2.05	\$0.40
Elem	12-13 \$.85 13-14 \$1.00	\$0.30	12-13 \$1.80 13-14 \$1.95	\$0.40
Adults	12-13 \$1.45 13-14 \$1.70		12-13 \$3.50 13-14 \$3.75	
Snacks-- \$.40				
Milk Only-- \$.40				

- **Mr. Chuck Weaver stated the current Snow Plowing fee is \$40 per hour per pick-up plus \$7.50 per hour per pick-up for a total of \$47.50 per hour per pick-up. Mr. Weaver has proposed \$53.00 per hour per pick-up for the 2013-14 Snow Plowing. *The Board recommended that this item be added to tonight's Business Meeting Agenda at the \$53 per hour per pick-up fee.***
- **Mr. Lauffer stated that the Proposed Workers' Compensation/Property/Liability/ and E/O Insurance includes changing over the Workers' Compensation Carrier to PSBA instead of Selective Insurance.**
- **Mr. Algoe discussed the Student Accident Insurance (Parent Cost).**
- **Mr. Algoe discussed the JV/Varsity Football Insurance (\$75 per Roster Player).**
- **Mr. Algoe discussed the Bus Contracts that are up for Renewal:**
 1. O'Neil Busing, Bust #5
 2. Zerbe Busing, Bus #3 and #9
- **Mr. Algoe discussed that a 3% increase in salary is requested for the Non-Bargaining Secretaries, Maintenance Supervisor, Cafeteria Manager, Elementary Health Aide, Cafeteria Workers and Substitutes, as presented.**

DIALOGUE ITEMS (Continued)

- Mrs. Walters previously discussed the Changes to the 2013-14 High School Athletics, Students and Teachers' Handbooks.
- Mrs. Thompson asked as to whether water could be carried and consumed in classrooms during classes by students. Mr. Algoe said that we would review this.
- Mr. Algoe requested the 2013-14 Jefferson/Clarion Head Start Contract—Cafeteria Meals be \$2.35 for Students and \$3.75 Meals for Adults. *Mr. Slagle requested this change be added to tonight's Business Meeting Agenda.*
- Mr. Algoe reviewed the Track Resurface Bid. He said the low bid is from Current Surfaces at a cost of \$29,990 plus \$2,770 for runways.
- Mr. Algoe reviewed Pam Warner as Substitute Custodian. Mr. Slagle said to wait until next month after a question is answered as to wages at time-and-a-half.
- Mr. Algoe reviewed the Posting for a Math Department Chairperson Retroactively.
- Mr. Algoe said that no names were submitted for the Math Department Chairperson and, therefore, requested permission to re-post.
- Mr. Algoe reviewed the Posting for a Mentor for Kayla Koda, High School Math Teacher, retroactively.
- Mr. Algoe requested Halee McCance as Mentor for Kayla Koda, High School Math Teacher.
- Mr. Algoe reviewed the Posting for an Elementary School Science Lab Coordinator.
- Mr. Slagle reviewed the 2nd Reading of the Following Policies:
 1. #103.1: Non-Discrimination—Qualified Students with Disabilities.
 2. #113.1: Discipline of Students with Disabilities.
 3. #113.2: Behavior Support
 4. #218: Student Discipline
 5. #218.1 Weapons
 6. #218.2 Terroristic Threats
 7. #222: Tobacco (Students)
 8. #227: Controlled Substances/Paraphernalia
 9. #246: Student Wellness
 10. #323: Tobacco (Employees)
 11. #351: Drug and Substance Abuse
 12. #805: Emergency Preparedness
 13. #805.1: Relations with Law Enforcement

DIALOGUE ITEMS (Continued)

- **Mr. Slagle reviewed the 2nd Reading of the Following Policies (Continued):**
 - 14. #904: **Public Attendance at School Events**
 - 15. #909: **Municipal Government Relations**

- **Mr. Algoe and Mr. Slagle reviewed the following Items from the Athletic Council Meeting:**
 - 1. **Mike Caun, Volunteer Jr. High Football Coach.**
 - 2. **Jason Nellis, 2nd Assistant Jr High Football Coach**
 - 3. **Resignation of Kelly McQuiston as JV and Jr High Volleyball Coach**
 - 4. **Posting for a JV Volleyball Coach**

Mr. Slagle said these Items will be on tonight's Business Meeting Agenda.

ADJOURNMENT

With no further business, the Meeting adjourned at 8:13 P.M.

Respectfully submitted,

**Vernon F. Lauffer
Board Secretary**