

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
January 20, 2014**

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 20, 2014 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. Randolph R. Burr, Mrs. Trisha D. Dixon, 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. Bryce Altman, Mrs. Elizabeth Beal, Mr. John Beal, Mr. Tyler Beal, Mr. Austin Chambers, Mr. Chris Chambers, Mrs. Suzanne Chomas, Mr. Timothy Curtis, Mr. Michael Graham, Mr. Calen Heeter, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman, Mr. John Stiglitz, Mrs. Kelly Stiglitz, Mrs. Vicky Walters, Mr. Charles Weaver and Mr. Mark Whisner.

ANNOUNCEMENTS

- Mr. Slagle made an Introduction of Guests.
- Mr. Slagle said there will be an Executive Session tonight immediately following the Regular Business Meeting.
- Mr. Slagle said the next Meeting will be the Combined Work Session/Regular Business Meeting on February 10, 2014. These Meetings will be held at the Clarion County Career Center, 447 Career Lane, Shippenville, Pennsylvania. A dinner will be served at 6:30 P.M. with the Meetings to follow at 7 P.M.

PUBLIC COMMENT

Mr. Stiglitz addressed the Board as Varsity Football Coach and requested to the Board to ask any questions to him or his staff in regards to football. Mr. Stiglitz then addressed the Board questions. Mr. Slagle asked the Public in attendance for other comments. Jon Beal spoke to the Board. Chris Chambers spoke regarding the improvement regarding the offensive line throughout the year. Mike Graham, the Offensive Coordinator also spoke to improvement in the offensive line that led to increased passing statistics as compared in District 9.

REPORTS

Superintendent—Mr. Algoe reviewed:

- An overflow from the pond above the High School that is affecting our Teachers' Parking Lot. He said we will be exploring an alternative—maybe including a swail to a catch basin near the building.

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REPORTS (Continued)

Superintendent—Mr. Algoe reviewed (Continued)

- The need for additional rugs in the Elementary Lobby to improve the wet conditions in the Lobby and associated hallways due to falls that have occurred.
- The High School Musical will be “The Music Man” this year.
- Any specific requests from the Board for the Career Center Board Meeting on February 10—as far as a building tour, presentations, and such.

CONSIDERATION OF AGENDA

- Mr. Beary made the Motion to approve the Agenda as amended:
 - Additions:
 1. IV. C. An Executive Session will be held immediately following the Regular Business Meeting to discuss two (2) Personnel Items.
 2. V. 5. Superintendent’s Report.
 3. VIII. J. Intent to Retire Letter from Diane Kurtzhals, Paraprofessional, at the end of the 2013-14 School Year.
 4. IX. B.2. 2/21/2014: PMEA All-Star Songfest, West Shamokin High School. Requested by Sharon Nesta, at no cost to the District
 5. IX. B.3. 2/21/2014: Astronomy Club to Clarion University Planetarium. Requested by Tyler Chambers, at no cost to the District.
 - Deletions:
 1. VII. B. 1. File the December, 2014 Board Summary for Audit.
 2. VII. C.4. Accept the SMILES Report.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. 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 December 9, 2013 Regular Business Meeting Minutes*
 - Approve the January 13, 2014 Regular Work Session Minutes*
- Financial Reports:
 - File the December, 2013 Liquid Cash and Investment Activity Analysis Report for Audit*
 - File the December, 2013, Elementary School Student Activities Report for Audit*
 - File the December, 2013 High School Student Activities Report for Audit*
 - File the December, 2013 High School Student Athletics Report for Audit*

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CONSENT AGENDA (Continued)

Financial Reports:

- File the December, 2013 Contingency Fund Detail Report for Audit*
- Approve the December, 2013 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A, D and G*
- File the December, 2013 Cafeteria P&L*
- Approve the December, 2013 Cafeteria Bills for payment as presented and located in Attachment C*
- Approve the December, 2013 Capital Reserve Bills for payment as presented and located in Attachment B*

Written Reports:

- Accept the November, 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. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

PERSONNEL (For Individual or Separate Consideration)

- Mr. Barrett made the Motion to **APPROVE the INTENT TO RETIRE LETTER from JERRY REMBOLD, HIGH SCHOOL and ELEMENTARY BAND TEACHER, at the end of the 2013-14 School Year.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.
- Mr. Swartfager made the Motion to **APPROVE THE INTENT TO RETIRE LETTER from SHARON NESTA, ELEMETARY CHOIR TEACHER, at the end of the 2013-14 School Year.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.
- Mr. Beary made the Motion to **APPROVE THE INTENT TO RETIRE LETTER from SHIRLEY RUNYAN, HIGH SCHOOL CAFETERIA WORKER, at the end of the 2013-14 School Year.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. 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. Barrett made the Motion to **APPROVE AMANDA KLINE as MENTOR for JASON BEST, 5th GRADE TEACHER.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Beary made the Motion to **APPROVE the TECHNOLOGY TECHNICIAN PERFORMANCE DESCRIPTION, as presented.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Beary made the Motion to **APPROVE the HIRING of SEAN WOODARD as TECHNOLOGY TECHNICIAN, effective February 1, 2014, at an annual salary of \$35,000—pro-rated for the 2013-14 School Year, pending proper completion of Personnel File Documentation and Clearances.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Barrett made the Motion to **APPROVE the FOLLOWING ADDITIONS to the SUBSSITUTE LIST, pending proper completion of Personnel File Documentation and Clearances:**
 - 1. **RACHEL TANO, Early Childhood.**
 - 2. **CASSIE FERRINGER, Pre-K through 4 and Pre-K through 8.**The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Barrett made the Motion to **APPROVE JASON BEST as BOYS' TRACK & FIELD HEAD COACH and BRYNN SPACE as GIRLS' TRACK & FIELD HEAD COACH.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Beary made the Motion to **APPROVE the INTENT TO RETIRE LETTER from DIANE KURTZHALS, Paraprofessional, at the end of the 2013-14 School Year.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. 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. Barrett made the Motion to **APPROVE the UPCOMING PROFESSIONAL DEVELOPMENT:**
1. **April 15, 2014: Special Education Law Updates at Slippery Rock University. Requested by Shawn Algoe at a cost of \$143.81, using Budgeted Funds.**
 2. **April 10 and 17, 2014: Food Safety/ServSafe Class at Clarion University. Requested by Carol Meier and Agnes Burr at a cost of \$363.88.**
 3. **January 29, 2014: New Challenges and Opportunities in National Security Workshop in Pittsburgh. Requested by Brett Vaughn at a cost of \$52.64, using Principal Contingency Funds.**

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

- Mr. Beary made the Motion to **APPROVE the UPCOMING FIELD TRIP REQUESTS:**
1. **March 7, 2014: Jr/Sr High Concert Bands to Clarion High School for PMEA Performance Assessment. Requested by Fran Nesta, with funds for Registration and Transportation coming from Student Activity Funds and/or KMA Funds.**
 2. **February 21, 2014: PMEA All-Star Songfest, West Shamokin High School. Requested by Sharon Nesta at no cost to the District**
 3. **February 21, 2014: Astronomy Club to Clarion University Planetarium. Requested by Tyler Chambers at no cost to the District.**

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

- Mr. Barrett made the Motion to **PURCHASE an EXTERNAL CLIMBING HARNESS for the High School Gym Ladder at a cost of \$1,301.67 from Fastenal, with funds from Capital Reserve.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. 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 PURCHASE of a HIGH SCHOOL INTERCOM SYSTEM from ASCC, at a cost not to exceed \$17,500, with funds from Capital Reserve. A breakdown of the cost is:**

Basic Quote	\$15,500.00
<u>Change Order</u>	<u>\$ 2,000.00</u>
Total	\$17,500.00

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

POLICIES (For Individual or Separate Consideration)

- Mr. Swartfager made the Motion to **APPROVE THE 1st READING of POLICY #200, ENROLLMENT OF STUDENTS.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.
- Mr. Beary made the Motion to **APPROVE the 2nd READING OF POLICY #916, VOLUNTEERS.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

An Executive Session was held from 7:34 P.M. until 8:35 P.M.

PERSONNEL (For Individual or Separate Consideration) (Continued)

- Mr. Barrett made the Motion to **SUSPEND THE RULES to ADD TWO PERSONNEL ITEMS to the AGENDA.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.
- Mr. Beary made the Motion to **ADD TWO PERSONNEL ITEMS to the AGENDA:**
- 1. OPEN VARSITY FOOTBALL COACH POSITIONS**
 - 2. SICK DAY TRANSFER**
- The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. 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. Burr made the Motion to **OPEN THE VARSITY FOOTBALL COACH POSITIONS**. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Barrett made the Motion to **APPROVE A SICK DAY TRANSFER as REQUESTED**. The voice vote is recorded as follows: Mr. Barrett—no; Mr. Beary—no; Mr. Burr—no; Mrs. Dixon—no; Mr. Slagle—no; Mr. D. Swartfager—no; Mr. Swartfager—no; Mrs. Thompson—no; and Mr. VanTassel—no. Motion defeated 0-9.

ADJOURNMENT

With no further business, Mr. Barrett made the Motion to Adjourn the Meeting at 8:39 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

Respectfully submitted,

Vernon F. Lauffer
Board Secretary