

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
May 19, 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, May 19, 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. Vernon Lauffer, Mr. Rodney Sherman, Mrs. Vicky Walters and Mr. Chuck Weaver.

**ANNOUNCEMENTS**

- Mr. Slagle made an introduction of guests.
- Mr. Slagle said the next Meeting will be the June 9, 2014 Regular Work Session, and it will be held at Riverview IU 6.

**PUBLIC COMMENT**

None.

**CONSIDERATION OF AGENDA**

- Mr. Beary made the Motion to approve the Agenda as amended:  
Additions:
  - IX. F.5. 5/21/2014: Title I/Federal Programs Coordinator Training, Edinboro.  
Requested by Linda Heath at a cost of \$105, using Budgeted Funds.
  - IX. J. Consideration of the Approval of a 2-Hour Early Dismissal on the Last Day of School, June 3, for Students and Staff.
  - X.B. Consideration of the Approval of the 1<sup>st</sup> Reading of Policy #008—  
Organizational Chart.

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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

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**CONSENT AGENDA**

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

☐ Minutes:

- Approve the April 14, 2014 Regular Work Session Minutes\*
- Approve the April 14, 2014 Regular Business Meeting Minutes\*
- Approve the May 12, 2014 Regular Work Session Minutes\*
- Approve the May 12, 2014 Regular Business Meeting Minutes\*

☐ Financial Reports:

- File the April, 2014 Board Summary for Audit\*
- File the April, 2014 Liquid Cash and Investment Activity Analysis Report for Audit\*
- File the April, 2014 Elementary School Student Activities Report for Audit\*
- File the April, 2014 High School Student Activities Report for Audit\*
- File the April, 2014 High School Student Athletics Report for Audit\*
- File the April, 2014 Contingency Fund Detail Report for Audit\*
- Approve the April, 2014 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G\*
- File the April, 2014 Cafeteria P&L for Audit\*
- Approve the April, 2014 Cafeteria Bills for payment as presented and located in Attachment C\*
- Approve the April, 2014 Capital Reserve Bills for payment as presented and located in Attachment B\*

☐ Written Reports:

- Accept the March, 2014 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. K. 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 **CONSIDER THE APPROVAL of the FOLLOWING PERSONNEL ITEMS:**
- **REQUEST from SHARON NESTA for a LUMP SUM PAYMENT at the end 2013-14 School Year.**
  - **REQUEST from MARK WHISNER for a LUMP SUM PAYMENT at the end of the 2013-14 School Year.**

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

- Mr. Barrett made the Motion to **CONSIDER THE APPROVAL** of the **FOLLOWING PERSONNEL ITEMS (Continued)**:
- **POST and ADVERTISE for RETIREE/EMPLOYEE REPLACEMENTS** as follows:
    1. **TEACHERS (2)**
    2. **PARAPROFESSIONAL (1)**
    3. **CAFETERIA WORKER (1)**
    4. **EMERGENCY RESIGNATIONS OVER THE SUMMER**
  - **FOOTBALL COACHING STAFF** as follows, pending proper completion of Personnel File Documentation and Clearances:
    1. **1<sup>st</sup> ASSISTANT VARSITY—JOSH ALBRIGHT**
    2. **2<sup>nd</sup> ASSISTANT VARSITY—JASON NELLIS**
    3. **VOLUNTEER VARSITY—JON BEAL**
    4. **VOLUNTEER VARSITY—CHAD JACK**
    5. **HEAD JR. HIGH—RYAN SMITH**
    6. **JR. HIGH ASSISTANT—MICHAEL GRAHAM**
    7. **JR. HIGH ASSISTANT—JASON BEST**
  - **POST for a CROSS COUNTRY HEAD COACH.**
  - **ADDITIONS to the SUBSTITUTE LIST**, pending proper completion of Personnel File Documentation and Clearances:
    1. **DANIEL BUZZARD, Social Studies**
    2. **CHERYL GRIFFIN, Math/Elem/Science/Citizenship/English**
    3. **DANIEL HULSE, English**
    4. **SARA SCALISE, Early Childhood/Special Education**
    5. **STACEY FLANNIGAN, Custodian**
    6. **LINDA GOUGHLER, Custodian**
    7. **SAMUEL GREGORY, Custodian**
    8. **TINA HEASLEY-RUPERT, Cafeteria**
    9. **GIDGET LARKIN, Bus Driver**

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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

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

- Mr. Barrett made the Motion to **APPROVE a REQUEST** from **NICOLE SCHRECENGOST for a TAX REIMBURSEMENT due to OCCUPATION CHANGE**. 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. K. Swartfager—no; Mrs. Thompson—no; and Mr. VanTassel—no. Motion defeated 0-9.

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

- ❑ Mr. Barrett made the **NOMINATION for STACEY THOMPSON as BOARD TREASURER for the 2014-15 SCHOOL YEAR.**

Mr. K. Swartfager made the Motion to **CLOSE the NOMINATIONS.** The voice vote to **CLOSE the NOMINATIONS** is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—abstained; and Mr. VanTassel—yes. Motion carried 8-0-1.

The voice vote to **APPROVE STACEY THOMPSON as BOARD TREASURER** is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—abstained; and Mr. VanTassel—yes. Motion carried 8-0-1.

- ❑ Mr. Beary made the Motion to **APPROVE the 2014-15 CLARION COUNTY CAREER CENTER BUDGET.** 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- ❑ Mr. Barrett made the Motion to **APPROVE the 2014 GRADUATE LIST as follows, pending the completion of Graduation Requirements: EMILY BAUGHMAN, SAMANTHA BEAL, KACIE BEICHNER, RACHEL BENNETT, CODY BEST, ANISSA BOTTS, SAMANTHA BURKE, ZACHARY BUZARD, ASHLEY BYERS, GIDEON COLEMAN, LOGAN CORVINO, JACOB COURSON, KYLE CREED, KATIE CUSTER, MEGAN DOWLAN, JOHNATHAN FREDERICK, NATALIE FRIEDLUND, JACOB FRYE, EMILY GRAY, AMANDA GREGORY, JENA HALL, JESSE HALL, KELLI HAREN, CAMERON HENRY, MEGAN HEPFL, TYLER HILBERT, BRITTANY HOPPER, CHELSEY HORNE, KORIN HUFFMAN, COURTNEY HURST, NATHAN JOHNSON, RODNEY JONES, SARAH KAHLE, RYAN LAUER, ADAM LENCER, KATY MAPES, BROOKE MAYS, TYLER MCCREARY, BENJAMIN MCGIFFIN, DALE MCLAINE, KENNEDY MCLENDON, KARI MCQUISTON, REBA MILLER, TRAVIS MILLER, TREVOR MILLER, JARED NICHOLS, CHANDLER PAINTER, CHELSEA PERRY, ASHLEY RAPP, TORI RAYBUCK, AUSTIN REDDINGER, MALLORY REED, KIERSTEN REX, ELIJAH RIVERS, KENDRA ROSS, CALEB RUSSELL, BEAU SCHETTLER, JESSY SHAFFER, CHELSEY SHANER, MICAH SHERRY, ZACHARY SLATER, BRANDI SLAUGENHAUPT, MALINDA SMITH, JACOB STRAUSER, TONY SWITZER, JONATHAN TANCRELL, BRADY THOMPSON, BENJAMIN WARNER, TASIA WEBER, JORDAN WEETER, ERIK WHITE, ALISON WILLIAMS, DUSTIN WOLBERT, RYAN WOLBERT, SAMANTHA WURSTER and MATTHEW ZACHERL.** 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. 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 2014-15 ATHLETIC TRAINING AGREEMENT with CHAMP for an annual contribution of \$30,011.** 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. 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:**
  1. **4/2/2014: Farm to Community Conference, Green Tree. Requested by Pam Warner at a cost of \$30, using Principal Contingency Fund.**
  2. **5/21/2014: Brain Injury and Concussion 101 at IU6. Requested by Bill Irwin at a cost of \$10, using Budgeted Funds.**
  3. **7/28/2014 to 7/31/2014: 2014 Special Education Leadership Summer Academy, Bedford. Requested by Suzanne Chomas at a cost of \$639, using Budgeted Funds.**
  4. **5/21/2014: VTDC Awards Luncheon, Meadville. Requested by Tami Winters/Jennifer Slaughaupt and Kelli Guntrum-McNaughton at a cost of \$58.46, using funds from Venango Training and Development.**
  5. **5/21/2014: Title I/Federal Programs Coordinator Training, Edinboro. Requested by Linda Heath at a cost of \$105, using Budgeted 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.
  
- ❑ Mrs. Thompson made the Motion to **APPROVE the UPCOMING FIELD TRIP REQUESTS:**
  1. **May 2014: Kindergarten to Knox Fire Station and Library. Requested by Kim Riley and Jenna Fink, at no cost to the District.**
  2. **5/2/2014: 6<sup>th</sup> through 8<sup>th</sup> Grade Select Band Students to PMEA Band Fest in Oil City. Requested by Jerry Rembold, using Budgeted Funds and Student Contribution.**
  3. **5/9/2014: 1<sup>st</sup> Grade to Pittsburgh Zoo and Aquarium. Requested by Suzanne Buckley, using Student Contribution and CATS Contribution.**
  4. **5/16/2014: 4<sup>th</sup> Grade to Clear Creek State Park. Requested by Kate Schoepner, using Budgeted Funds, CATS Funds and Student Contribution.**
  5. **5/27/2014: 3<sup>rd</sup> Grade to Punxsutawney Weather Discovery Center. Requested by Tim Zerbe, using Student Contribution and CATS Funds.**
  6. **5/24/2014: Elementary Jazz Band to Waldameer Park in Erie. Requested by Jerry Rembold, using Student Contribution.**
  7. **5/28/2014 (Rain Date 5/29/2014): 7<sup>th</sup> Grade to Beaver Ponds. Requested by Pam Warner, with funds provided by the Alliance for Wetlands and Wildlife**  
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. 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 **AWARD the SHIPPENVILLE/AIRPORT AREA BUS ROUTE to LISA BAILEY, Bus #18, for a 4-YEAR CONTRACT, commencing with the 2014-15 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.
  
- ❑ Mr. Beary made the Motion to **APPROVE the PARTICIPATION in the PSBA VALUE PASS PROGRAM at an Annual Cost of \$999, to be taken from the 2013-14 Superintendent/Board Contingency Fund.** 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.
  
- ❑ Mr. Barrett made the Motion to **APPROVE a 2-HOUR EARLY DISMISSAL for all Students and Staff on the Last Day of School, June 3.** 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. 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 2nd READING of POLICY #810.2—TRANSPORTATION/AUDIO RECORDING.** 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.
  
- ❑ Mr. K. Swartfager made the Motion to **APPROVE the 1<sup>st</sup> Reading of POLICY #008—ORGANIZATIONAL CHART.** 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

**ADJOURNMENT**

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:35 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary