

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
September 15, 2014**

**OPENING/ATTENDANCE**

Mr. Gregory A. Barrett Vice-President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, September 15, 2014 at 8:10 P.M. The Meeting was held in the Keystone Elementary School Library, 451 Huston Avenue, Knox, Pennsylvania. The following Board Members were present: Mr. Gregory A. Barrett, Mr. James A. Beary, Mr. Randall R. Burr, Mrs. Trisha D. Dixon, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. Van Tassel. Mr. John R. Slagle was absent. Also present were: Mr. Shawn Algoe, Mr. William Baughman, Mrs. Suzanne Chomas, Ms. Kari Goughler, Mr. Vernon Lauffer, Mr. Michael McCormick, Mrs. Barbra Milliron, Mr. Rodney Sherman, Ms. Nicole Taydus, Mrs. Vicky Walters and Mr. Charles Weaver.

**ANNOUNCEMENTS**

- Mr. Barrett said there would be an Executive Session immediately following the Meeting to discuss a Personnel Item.

**CONSIDERATION OF AGENDA**

- Mr. K. Swartfager made the Motion to approve the Agenda as amended:

**Additions:**

**Consent Agenda**

**IV.B. 14 File the Revised June, 2014 Board Summary for Audit  
Personnel (For Individual or Separate Consideration)**

**C.C.4 &5: Consideration of the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:**

- 4. Alexandra Lawrence, Early Childhood/Special Education**
- 5. Abigail Mills, Secretary**

**V.E. Consideration of the Approval of Barry Foust as Jr. High Girls' Basketball Coach, pending proper completion of Personnel File Documentation and Clearances (Team A).**

**V.F. Consideration of the Approval of Randall Weaver as Jr. High Girls' Basketball Coach, pending proper completion of Personnel File Documentation and Clearances (Team B).**

**V. G. Consideration of Whitley Bearfield as Marching Band Volunteer, pending proper completion of Personnel File Documentation and Clearances.**

**New Business (For Individual or Separate Consideration)**

**VI.D. Consideration of the Approval of Concrete Work outside the Athletic Trainer's Door, using funds from Capital Reserve.**

**CONSIDERATION OF AGENDA** (Continued)

- Mr. K. Swartfager made the Motion to approve the Agenda as amended (Continued):**

**Corrections:**

**V.B. Consideration of the Mentor for Nicole Taydus—Catherine Schoeppner and Mentor for Barbra Milliron—Brynn Space Renninger.**

**Deletions:**

**IV.C.2. Accept the IU Report.**

**IV.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. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

**CONSENT AGENDA**

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

- Minutes:**

**Approve the August 18, 2014 Regular Business Minutes\***

- Financial Reports:**

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

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**CONSENT AGENDA (Continued):**

**Mr. Beary made the Motion to approve the Consent Agenda (Continued):**

**□ Written Reports:**

- **Accept the July, 2014 Northwest School Combine Report\***
- **Accept the Career Center Report**

**The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes. Motion carried 8-0.**

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

**□ Mr. Beary made the Motion to ACCEPT and APPROVE the FOLLOWING ITEMS, pending proper completion of Personnel File Documentation and Clearances:**

- **DUSTIN KIFER as HIGH SCHOOL MATH DEPARTMENT CHAIRPERSON.**
- **CATHERINE SCHOEPPNER as MENTOR for NICOLE TAYDUS and BRYNN SPACE RENNINGER as MENTOR for BARBRA MILLIRON.**
- **ADDITIONS to the SUBSTITUTE LIST:**
  1. **SHARON NESTA, ELEMENTARY and HIGH SCHOOL MUSIC**
  2. **LISA CHEATLE, NURSE**
  3. **PENNY ADAMS, CAFETERIA**

**The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

**□ Mr. Beary made the Motion to ACCEPT and APPROVE the FOLLOWING ITEMS, pending proper completion of Personnel File Documentation and Clearances:**

- **BARRY FOUST as JR. HIGH GIRLS' BASKETBALL COACH, TEAM A.**
- **RANDALL WEAVER as JR.HIGH GIRLS' BASKETBALL COACH, TEAM B.**
- **WHITLEY BEARFIELD as MARCHING BAND VOLUNTEER.**

**The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

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**NEW BUSINESS (FOR INDIVIDUAL OR SEPARATE CONSIDERATION)**

- **Mr. Beary made the Motion to APPROVE THE UPCOMING PROFESSIONAL DEVELOPMENT:**

1. **9/4/14, 10/31/14, 2/11/15, 5/18/15: KELLI MCNAUGHTON to GIFTED MEETINGS at Riverview IU6 at a cost of \$56.99.**
2. **10/1/14 and 10/2/14: Kami Coursen to CPI Training at Riverview IU6 at a cost of \$39.92.**
3. **11/18/14 and 11/19/14: Erik Sundling to CPI Training at Riverview IU 6 at a cost of \$22.**

**The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

- **Mr. K. Swartfager made the Motion to APPROVE the UPCOMING FIELD TRIPS:**

1. **9/25/14 (Rain Date of 10/3/14): 7<sup>th</sup> Grade to the Beaver Ponds. Requested by Pam Warner, using Budgeted Funds.**
2. **10/18/14 and 10/19/14: Honors Band to Clarion High School. Requested by Fran Nesta, at no cost to the District.**
3. **11/6/14: Math Competition Team to Clarion University. Requested by Dustin Kifer, using Budgeted Funds.**
4. **11/9/14 to 11/13/14: Senior Class Trip to Washington, D.C. Requested by Fran Nesta, using Student Contributions, Senior Magazine Drive Funds, Senior Class Account and Various Charitable Agencies. Maximum cost per student to be \$480 (Revised).**

**The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

- **Mr. VanTassel made the Motion to RETROACTIVELY APPROVE the PURCHASE of the SCOTSMAN ICE MACHINE from Capital Reserve in the amount of \$2,994.05. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

- **Mr. VanTassel made the Motion to APPROVE the CONCRETE WORK in front of the ATHLETIC TRAINER'S DOOR, pending Handicapped Accessibility Verification as two separate proposals, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

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**CONTRACTS (FOR INDIVIDUAL OR SEPARATE CONSIDERATION)**

- **Mr. Beary made the Motion to APPROVE THE PROFESSIONAL SERVICES AGREEMENT with CATAPULT LEARNING for TITLE I SERVICES. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

**POLICY (FOR INDIVIDUAL OR SEPARATE CONSIDERATION)**

- **Mr. K. Swartfager made the Motion to APPROVE the 1<sup>st</sup> READING of the FOLLOWING POLICIES:  
1. #707: Use of School Facilities.  
2. #918: Title I Parental Involvement.  
The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

**An Executive Session was held from 8:18 P.M. until 8:47 P.M.**

**ADJOURNMENT**

- **Mr. VanTassel made the Motion to Adjourn the Meeting at 8:18 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

**Respectfully submitted,**

**Vernon F. Lauffer  
Board Secretary**