

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
October 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, October 20, 2014 at 7 P.M. The Meeting was held in the Keystone Elementary School Library, 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. Randall 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. Van Tassel. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mrs. Vicky Walters.

**PUBLIC COMMENT**

None.

**CONSIDERATION OF AGENDA**

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

**Additions:**

- VIII.A.2.** 1/25/ through 28, 2015: Title I Improving Schools Performance Conference in Pittsburgh. Requested by Mike McCormick at a cost of \$837.76, using Budgeted Funds.
- VIII.B.8.** Yearbook Staff to Solicit Ads for Yearbook in the Surrounding Area. Cost to the District would be the fuel cost for the van.

**Deletions:**

- VI.C.2.** Accept the IU Report.
- VI.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. K. 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 September 15, 2014 Work Session Minutes\*
- Approve the September 15, 2014 Regular Business Meeting Minutes\*
- Approve the October 13, 2014 Work Session Minutes\*

**CONSENT AGENDA** (Continued)

□ **Financial Reports:**

- File the September, 2014 Liquid Cash and Investment Activity Analysis Report for Audit\*
- File the September, 2014 Elementary School Student Activities Report for Audit\*
- File the September, 2014 High School Student Activities Report for Audit\*
- File the September, 2014 High School Student Athletics Report for Audit\*
- File the September, 2014 Contingency Fund Detail Report for Audit\*
- Approve the September, 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 September, 2014 Cafeteria Bills for payment as presented and located in Attachment C\*
- Approve the September, 2014 Capital Reserve Bills for payment as presented and located in Attachment B\*

□ **Written Reports:**

- Accept the August, 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. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes. Motion carried 9-0.

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

- Mr. Barrett made the Motion to ACCEPT the LETTER OF INTENT to RETIRE from BRUCE TURK, 6<sup>th</sup> Grade Teacher, at the end of the 2014-15 School Year, with regret. 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; Mr. VanTassel—yes. Motion carried 9-0.
- Mr. Beary made the Motion to ACCEPT the LETTER of RETIREMENT from CAROL MEIER, CAFETERIA DIRECTOR, as of December 31, 2014, as presented, with regret. 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; Mr. VanTassel—yes. Motion carried 9-0.

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

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the FOLLOWING ADDITIONS to the SUBSTITUTE LIST, pending proper completion of Personnel File Documentation and Clearances:**

- **Mary Beth Allen, Elementary**
- **Cassandra Mosier, Elementary/Reading/English**
- **Carmen Vecchitto, Spanish**
- **Billy Jo Hunter, Custodian**
- **Shelly Gamble, Bus Driver**
- **Veronica Osborne, Elementary/Special Education**
- **Heather Becker, Cafeteria**
- **Crystal Albertine, Cafeteria**

**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 ACCEPT the RESIGNATION of BRYNN SPACE RENNINGER as GIRLS' JUNIOR HIGH BASKETBALL 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. K. Swartfager--yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Barrett made the Motion to ACCEPT the RESIGNATION of JAMES RHOADS as GIRLS' JUNIOR HIGH BASKETBALL 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.**

- ❑ **Mr. Beary made the Motion to APPROVE MATTHEW DUNLAP as GIRLS' BASKETBALL VOLUNTEER COACH, pending proper completion of 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. 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 THE UPCOMING PROFESSIONAL DEVELOPMENT:**

- 1. 11/10/14: Chemical Management Training at Meadville. Requested by Alison Albright at a cost of \$54.43.**

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

- **Mr. Barrett made the Motion to APPROVE THE UPCOMING PROFESSIONAL DEVELOPMENT (Continued):**
  2. **1/25 through 28, 2015: Title I Improving School Performance Conference in Pittsburgh. Requested by Mike McCormick at a cost of \$837.76, 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.

- **Mr. K. Swartfager made the Motion to APPROVE the UPCOMING FIELD TRIPS:**
  1. **11/6/14: Industry Club to Carnegie Science Center Sci-Tech Day. Requested by Jen Slaugenhaupt. Student funded—no cost to the District.**
  2. **11/8/14: Select Band Students to A-C Valley High School for Autumn Winds Honors Band. Requested by Fran Nesta. Student cost will be \$10 per person, with assistance from KMA for transportation, if needed.**
  3. **11/20/14: Music Students to CCMEA Festival at North Clarion High School. Requested by Fran Nesta, using Budgeted Funds.**
  4. **3/24/15: Gifted Students to A-C High School. Requested by Kelli McNaughton, at no cost to the District.**
  5. **10/23/14: Chemistry II Class to Grove City College. Requested by Alison Albright, at no cost to the District.**
  6. **1/16/15: (Snow Date of 1/30/15): Elementary PMEA Chorus Festival at DuBois Middle School. Requested by Barbra Milliron, using Budgeted Funds.**
  7. **5/8/15: 5<sup>th</sup> Grade to Clarion University. Requested by Autumn Marshall, using Budgeted Funds, 5<sup>th</sup> Grade Pencil Sales and Student Contribution.**
  8. **10/22/2014: Yearbook Staff to Solicit Ads for the Yearbook in the surrounding area. Cost to the District would be the fuel cost for the van.**

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 APPPROVE the FUND BALANCE DESIGNATION as of June 30, 2014, with Unassigned as \$1,332,028; Assigned as \$346,232; Committed as \$1,340,968; for a Total of \$3,019,228. 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)**  
(Continued)

- ❑ **Mr. Barrett made the Motion to APPROVE the PROCUREMENT of the CONCESSION STAND/SPOTTERS' BOOTH PUBLIC ADDRESS SYSTEM from SPOTTS' MUSIC CENTER at a cost of \$2,489, plus \$300 to \$500 for installation, using 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.**
  
- ❑ **Mr. Barrett made the Motion to APPROVE the PROCUREMENT of the HIGH SCHOOL GYMNASIUM SCOREBOARD(s) from DeMans for \$11,530, pending receipt of Donated 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.**
  
- ❑ **Mr. K. Swartfager made the Motion to APPROVE the RENEWAL, REPLACEMENT and TESTING of the BOILER MODULATING MOTOR from SIEMENS at a cost of \$2,190, 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.**
  
- ❑ **Mr. Barrett made the Motion to APPROVE THE PROCUREMENT of ELECTRICITY from IGS, pending Contract Wording Approval, for 35 months, @ 6.66 cents per kw or most current rate. 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 PURCHASE of ONE (1) BUS STOP-ARM CAMERA from ZENTINEL at a cost of \$2,495, payable 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. 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 2nd 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. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.**

**ADJOURNMENT**

- **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**