

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
November 17, 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, November 17, 2014 at 8:05 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. 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, Ms. Mira Dixon, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman, Mrs. Vicky Walters and Mr. Charles Weaver.

CONSIDERATION OF AGENDA

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

Additions:

- V.C.: Hiring of a Head Cook.**
V.E.: Contract with Nutrition Group.
V.F.: Authorization for RFP.
V.G.: 2-Hour Early Dismissal on November 26, 2014.

Deletions:

- 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. 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 October 20, 2014 Regular Business Meeting Minutes.

- Financial Reports:**

- File the October, 2014 Liquid Cash and Investment Activity Analysis Report for Audit*
- File the October, 2014 Elementary School Student Activities Report for Audit*
- File the October, 2014 High School Student Activities Report for Audit*
- File the October, 2014 High School Student Athletics Report for Audit*
- File the October, 2014 Contingency Fund Detail Report for Audit*

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CONSENT AGENDA (Continued)

Financial Reports (Continued)

- Approve the October, 2014 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A & G*
- Approve the October, 2014 Cafeteria Bills for payment as presented and located in Attachment C*
- File the October, 2014 Cafeteria P&L for Audit*
- Approve the October, 2014 Capital Reserve Bills for payment as presented and located in Attachment B*
- **Written Reports:**
 - Accept the September, 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 RETIREMENT LETTER from DONNA SWARTZFAGER, CAFETERIA WORKER, effective December 31, 2014, 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 APPROVE the POSTING for a HIGH SCHOOL CAFETERIA HEAD COOK POSITION, retroactively. 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 HIRING OF BONNIE PERRY as HIGH SCHOOL HEAD COOK, effective November 24, 2014. 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. **11/6/2014: PSAPHERD State Physical Education Convention. Requested by Brigette Irwin at a cost of \$165, using Contingency Funds.**
2. **1/29/2015: Training for Executive Functioning Skills (Elementary) at IU6. Requested by Robin Kerle at a cost of \$18, with monies from the 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. K. Swartfager made the Motion to APPROVE THE UPCOMING FIELD TRIPS:**

1. **10/23/2014: KYLA/CCYC to Clarion University. Requested by Brett Vaughn at no cost to the District (Retroactively).**
2. **12/5/2014: Select Ensemble to Festival of Trees in Lucinda. Requested by Fran Nesta, using Choir Student Activities Funds for Transportation.**
3. **5/15/2015: 4th Grade to Clear Creek State Park. Requested by Kate Schoeppner at a cost of \$2 per student. Transportation will be paid with Budgeted Monies or CATS 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.

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ **Mr. Barrett made the Motion to APPROVE the ACT 1 TAX to INDEX RESOLUTION, 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. Van Tassel—yes. Motion carried 9-0.**

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 2013-14 PROPOSED BUDGETARY TRANSFERS, 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. Van Tassel—yes. Motion carried 9-0.**

- ❑ **Mr. Beary made the Motion to APPROVE the CONTRACT with NUTRITION GROUP for DECEMBER 1, 2014 through JUNE 30, 2015, at a cost not to exceed \$28,900. 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. Van Tassel—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 AUTHORIZATION for RFP PREPARATION for CAFETERIA FSMC SERVICES. 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. Van Tassel—yes. Motion carried 9-0.**

- ❑ **Mr. K. Swartfager made the Motion to APPROVE a 2-HOUR EARLY DISMISSAL for STUDENTS and STAFF on NOVEMBER 26, 2014. 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. Van Tassel—yes. Motion carried 9-0.**

The 2nd Executive Session was held from 8:12 P.M. until 9:04 P.M.

ADJOURNMENT

With no further business, Mr. Van Tassel made the Motion to Adjourn the Meeting at 8:11 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**