

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
January 13, 2014**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Work Session to order on Monday, January 13, 2014 at 7:00 P.M. The Meeting was held in the Keystone Elementary School Group Instruction Room at 451 Huston Avenue, Knox, Pennsylvania. 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, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman, Mrs. Vicky Walters and Mrs. Barbara Witkowski.

ANNOUNCEMENTS

- Members of the public were welcomed by Mr. Slagle.
- Mr. Slagle said the Ethics Statements and Mileage Reimbursement forms are at the stations for Board Members to complete.
- Mr. Slagle said the next Meeting will be the Regular Business Meeting on Monday, January 20, 2014 at 7 P.M. in the Elementary School Group Instruction Room.

PUBLIC COMMENT

Mr. Slagle thanked Amanda Kline for a recent “Act of Kindness” to one of his family members. Her dedication was much appreciated by him and his family.

REPORTS

- **Superintendent—Mr. Algoe reviewed:**
 1. Policy #200—Enrollment of Students.
 2. Ladder Safety System.
 3. Carpet Installation at the High School.
 4. Intercom System at the High School.
- *Mr. Slagle said to add the High School Climbing Harness to next week’s Agenda with funds coming from Capital Reserve.*
- *Mr. Slagle said to add the High School 2-Way Intercom System to next week’s Agenda with funds coming from Capital Reserve.*

REPORTS (Continued)

- **Technology—Mrs. Witkowski reviewed:**
Mrs. Witkowski escorted the Board to Mr. Zerbe's room to view the newest Smart Board purchased through Title I funds. She shared a short movie on Technology innovations utilizing Smart Boards and iPads.

- **High School—Mrs. Walters reviewed:**
 1. Results of Curriculum Review.
 2. Act 80 Day, January 20, 2014.
 3. Rodney Jones and Nathan Johnson took 3rd Place at the Automotive Competition at Community College of Allegheny County.
 4. Rachel Bennett, Brad Roddy, and Jordan Weeter advanced to Regional Chorus to be held in Indiana.
 5. The Junior Class Post-Secondary Options Program.
 6. Mid-Winter High School Choral Concert will be held February 25, 2014 at 7:30 P.M.
 7. SAS Conference on December 8-10, 2013.
 8. Keystone Panthers Competitive Cheerleading tied for First Place with St. Mary's to earn them a trip to Hershey on January 24 and 25.
 9. Carrisa Janecek won the Patriotism Essay Contest through Knox VFW and will have her essay judged at the Regional Contest next.
 10. Musical Selection.

- **Elementary School—Mr. McCormick reviewed:**
 1. Thanked the Board for support to the SAS Conference in December.
 2. 1440 Parent Teacher Conferences were held on Act 80 Day.
 3. Introduced Jason Best, the new 5th Grade Teacher.

- **Athletic Committee—Mr. Barrett reviewed:**
 1. Head Track Coach Positions interest.
 2. PIAA Coaching Requirements.
Mr. Slagle said these Coaching Positions will be added to next week's Regular Business Meeting Agenda.

- **Cafeteria/Transportation Committee—Mr. Beary reviewed:**
 1. Kindergarten Student Drop-Off Procedures.

- **Business Manager—Mr. Lauffer reviewed:**
 1. The specifics of the PSBA Hershey Conference attended by Mrs. Thompson. The total cost is \$1,055.75 with \$55.75 coming from Contingency Fund.

DIALOGUE ITEMS

- Mr. Algoe reviewed the Intent to Retire Letter from Jerry Rembold, High School and Elementary Band Teacher, at the end of the 2013-14 School Year.
- Mr. Algoe reviewed the Intent to Retire Letter from Sharon Nesta, Elementary Choir Teacher, at the end of the 2013-14 School Year.
- Mr. Algoe reviewed the Intent to Retire Letter from Shirley Runyan, Elementary Cafeteria Worker, at the end of the 2013-14 School Year.
- Mr. Algoe reviewed Amanda Kline as Mentor for Jason Best, Elementary Teacher.
- Mr. Algoe said the Technology Technician Performance Description is in the Board Member's Packet.
- Mr. Beary said the Personnel Committee recommends Sean Woodard for the Technology Technician position, pending proper completion of Personnel File Documentation and Clearances. *Mr. Slagle said this item will be added to next week's Regular Business Meeting Agenda.*
- Mr. Algoe reviewed the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:
 1. Rachel Tano, Early Childhood
- Mr. Algoe reviewed the Upcoming Professional Development:
 1. 4/15/2014: Special Education Law Updates at Slippery Rock University. Requested by Shawn Algoe at a cost of \$143.81, using Budgeted Funds.
 2. 4/10 & 4/17/2014: Food Safety/Serve Safe Class at Clarion University. Requested by Carol Meier and Agnes Burr at a cost of \$363.88.
 3. 1/29/2014: New Challenges and Opportunities in National Security Workshop in Pittsburgh. Requested by Brett Vaughn at a cost of \$52.64, using Principal's Contingency Fund.
- Mr. Algoe reviewed the Upcoming Field Trips:
 1. 3/7/2014: 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.
- Mr. Algoe previously reviewed the External Climbing Harness for High School Gym Ladder from Fastenal for \$1,301.67.

DIALOGUE ITEMS (Continued)

- Mr. Algoe previously reviewed the High School Intercom System Quote from ASCC for \$15,550. He said there may be additional cost if any intercom speaker is defective.
- Mr. Algoe requested the Board discuss the renewal of the 2014 Clarion Chamber of Commerce Dues of \$256.50. After Board discussion, *Mr. Slagle said to add this Item separately to next week's Business Meeting Agenda.*

POLICY

- Mr. Algoe previously reviewed Policy #200 Enrollment of Students and Policy #916 Volunteers.

An Executive Session was held from 8:12 P.M. until 8:33 P.M.

ADJOURNMENT

With no further business, the Work Session was adjourned at 8:07 P.M.

Respectfully submitted,

Vernon F. Lauffer
Board Secretary