

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
March 10, 2014**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Work Session to order on Monday, March 10, 2014 at 7:00 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. Kenneth L. Swartfager, Mrs. Stacey I. Thompson, and Mr. Dwayne E. VanTassel. Mr. Dustin L. Swartfager was absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mrs. Vicky Walters.

ANNOUNCEMENTS

- Members of the public were welcomed by Mr. Slagle.
- Mr. Slagle said the next Meeting would be the Regular Business Meeting on Monday, March 17, 2014 at 7 P.M. in the Elementary School Group Instruction Room.
- Mr. Slagle said an Executive Session will be held tonight immediately following the Work Session to discuss Attorney Correspondence and three (3) Personnel Items.

PUBLIC COMMENT

- Mr. Barrett said that he appreciated the efforts put forth in the 2-Hour Delay/Cancellation process that the Superintendent has done this year.
- Mrs. Dixon complimented the accomplishments of the new Reading Program in the Elementary, Bullying Program in the Elementary Cafeteria and the Softball/Baseball Organization.

REPORTS

- **Superintendent—Mr. Algoe reviewed:**
 1. 2013-14 Student Calendar and Commencement Ceremonies.
 2. PSBA new Board Member Training available at IU6 with funding coming From Contingency Funds.
 3. High School Intercom System Enhancement to Facilitate 2-Way Phone Communication to/from High School Classrooms.
 4. Copy Machine Replacement Cycle.
 5. Possible Board Meeting at IU.

REPORTS (Continued)

- **Superintendent—Mr. Algoe reviewed (Continued):**
 6. Vending Machines for the High School for sale of sandwiches, etc., for after-School activities at a cost of \$6,545.00.
 7. Licking Township Tax Collector resigned recently. A new Interim Collector was to be named Friday night.
 8. 2014-15 Budget Outline. He reviewed the major line items contributing to Major Favorable or Unfavorable Variances for the 2014-15 Budget. He then stated that the projected Deficit is \$115,715 at this point with revisions to occur and follow-up in April.

- **High School—Mrs. Walters reviewed:**
 1. Adjusted School Calendar, Commencement and Rehearsals and Last Student Day will be June 3.
 2. Junior Class Post-Secondary Options Program.
 3. Winter Keystone Exams Results—Additional 41 Students reached Proficiency Status in Algebra I and Literature. Continue working on Study Island.
 4. Zach Stiglitz and Tyler Beal will be going to Regional Track.
 5. The Girls' Basketball Team was D-9 Runner-Up.
 6. The Boys' Basketball Team made the First Round of the Play-Offs.
 7. Jordan Weeter will be going to State Chorus.
 8. Brad Roddy and Molly Riley will be going to Regional Band.
 9. Ident-A-Kid at the High School.
 10. PVAS Roster verification and Student Learning Objective Training.
 11. 2014-15 Master Schedule.

- **Elementary School—Mr. McCormick reviewed:**
 1. Math Textbooks Adoption Committee.
 2. Read Across America.
 3. National Archery in School is back for 5th and 6th Grade Students.
 4. Kindergarten Registration is being held this week.
 5. PSSA's will occur March 24 through 28.

- **Athletic Committee—Mr. Slagle reviewed:**
 1. Personnel Items as listed on the Agenda Corrections Sheet.
 2. Throwing Cage.
 3. Weight Room Renovation Plan.

DIALOGUE ITEMS

- Mr. Algoe reviewed the Letter of Resignation from Haley Greathouse, 7th Grade Volleyball Coach, effective immediately.

DIALOGUE ITEMS (Continued)

- **Mr. Algoe reviewed the Proposed Roof Replacement. After Board discussion, it was agreed to authorize the Bidding Process. *Mr. Slagle said to add this Item to next week's Business Meeting Agenda.***
- **Mr. Algoe reviewed the Bidding and Advertising of the Technology Supplies, Custodial & Maintenance Supplies and General & Art Supplies for the 2014-15 School Year.**
- **Mr. Algoe reviewed the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:**
 1. **Travis Hubler, Special Education and Pre-K through 4th.**
- **Mr. Algoe reviewed the Upcoming Professional Development:**
 1. **4/4/2014: Clarion County School Nurses' Meeting at Clarion. Requested by Petula King and Sue Rhoades at a cost of \$41.22, using Budgeted Funds.**
 2. **4/9/2014: Maplevale Farms Annual Food Show in Erie. Requested by Carol Meier and Agnes Burr at a cost of \$119.84.**
 3. **4/22/2014: Spring Legal Round Up at Riverview IU6. Requested by Shawn Algoe at a cost of \$145, using Budgeted Funds.**
- **Mr. Algoe reviewed the Upcoming Student Field Trips:**
 1. **4/2/2014: High School Gifted to Penn State DuBois. Requested by Kelly Guntrum-McNaughton, at no cost to the District.**
 2. **4/9/2014: Industry Club to Glass Works & Freeman Farms. Requested by Jennifer Slaughaupt, using funds from Venango Training & Development Center.**
 3. **4/11/2014: Industry Club to Runyan's Computers. Requested by Jennifer Slaughaupt, using funds from Venango Training & Development Center.**
 4. **5/5/2014: 4th thru 8th Gifted to RIU6 and Clarion University for Math 24 Challenge. Requested by Nicole Gorog, using Budgeted Funds.**
 5. **5/7/2014: Kindergarten to Gene Smith's Farm in Strattanville. Requested by Vicky Campbell, using Student Contributions.**
 6. **5/15/2014: 2nd Grade to Progressive Agriculture Day at Clarion County Park. Requested by Kim Davis at a cost of \$2.00 per Student for Transportation.**
 7. **5/16/2014: High School Gifted to Allegheny College. Requested by Kelli Guntrum-McNaughton, at no cost to the District.**
 8. **5/21/2014: 5th Grade to Carnegie Museum of Natural History. Requested by Amanda Kline, using CATS Funds, Grant from Carnegie Museum, Student Contributions and Pencil Sales.**
 9. **5/29/2014: Kindergarten Class to the Erie Zoo. Requested by Kim Riley, using CATS Funds and Student Contributions.**

DIALOGUE ITEMS (Continued)

- **Mr. Algoe reviewed the Upcoming Student Field Trips (Continued):**
 - 10. **11/9-13/2014: Senior Class Trip to Washington D.C. Requested by Fran Nesta at a maximum cost of \$480, with funds from Student Contributions, Magazine Sales, Senior Class Student Activity Account and Various Outside Charitable Agencies.**
- **Mr. Algoe reviewed the Purchasing of a Copier for the High School Faculty Room at a cost of \$4,545, using the Long-Term Funding Stream (\$3,545) and the High School Principal Contingency Fund (\$1,000).**
- **Mr. Algoe reviewed the Purchasing of a Copier for the Elementary Incinerator Room at a cost of \$4,545, using the Long-Term Funding Stream (\$3,545) and the Elementary School Principal Contingency Fund (\$1,000).**
- **Mr. Lauffer reviewed the need for the Extension of Homestead/Farmstead Exemptions in the amount of \$10,000 per year or \$5 per Exemption. This would directly pass on the Surplus from Gambling Funds not utilized by Homestead/Farmstead Exemptions when the Tax Bills are less than \$130.**
- **Mr. Algoe reviewed the Volunteer Coaches:**
 - 1. **Chad Bell, Softball**
 - 2. **Todd Shumaker, Baseball**
- **Mr. Algoe reviewed the Assistant Girls' Track Coach:**
 - 1. **Shanna Klingler**
- **Mr. Algoe and Mr. Barrett detailed the 2014-15 Riverview IU6 General Operating Budget. Mr. Barrett said this Budget was approved by the IU Board of Directors.**

POLICY

- **Mr. Algoe reviewed the following Policies:**
 - 1. **2nd Reading of Policy #412—Evaluation of Employees.**
 - 2. **2nd Reading of Policy #610—Purchases Subject to Bid/Quotation.**
 - 3. **2nd Reading of Policy #611—Purchases Budgeted.**

An Executive Session was held from 8:15 P.M. until 8:50 P.M.

ADJOURNMENT

With no further business, the Work Session was adjourned at 8:50 P.M.

Respectfully submitted,

**Vernon F. Lauffer
Board Secretary**