

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
December 2, 2014**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Work Session to order on Tuesday, December 2, 2014, at 7:06 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. 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, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mrs. Vicky Walters.

ANNOUNCEMENTS

- Mr. Slagle welcomed the guests to the Meeting.
- Mr. Slagle said an Executive Session would be held tonight immediately following the Work Session to discuss one Personnel item.
- Mr. Slagle said the next Regular Business Meeting on Monday, December 8, 2014 would be cancelled if no urgent matters come to attention by Thursday, December 4, 2014. We would then advertise the January 12, 2015 Meeting as a Business Meeting, also.
- Mr. Slagle said that a 2-Hour Early Dismissal for Students and Staff would be considered retroactively at the January 12, 2015 Business Meeting.

PUBLIC COMMENT

None.

REPORTS

- **Superintendent—Mr. Algoe reviewed:**
 1. Cafeteria Management Update.
 2. Third Grade Letter to Parents.

DIALOGUE ITEMS

- Mr. Algoe requested Tom Bowser as Elementary Band Director as of August 25, 2014.

DIALOGUE ITEMS (Continued)

- **Mr. Algoe requested Barbra Milliron as Elementary Choir Director as of August 25, 2014.**
- **Mr Algoe reviewed the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:**
 - 1. Keith Mitchell, Physical Education, Shippenville**
 - 2. Stephanie Rex, Cafeteria, Knox**
 - 3. Ruth Aites, Custodian, Shippenville**
- **Mr Algoe reviewed the Upcoming Field Trips:**
 - 1. 12/10/2014: Business Math Class to KCG Federal Credit Union and Farmers Bank. Requested by Kim Exley at no cost to the District.**
- **Mr Algoe presented the Letter of Intent to Retire from Lisa Master, Elementary Special Education Teacher, effective at the end of the 2014-15 School Year.**
- **Mr. Slagle said that next week's Business Meeting will be cancelled if no urgent matters present themselves, and the Agenda Items reviewed tonight would be considered at the January 12, 2015 Business Meeting.**

An Executive Session was held from 7:24 P.M. until 7:45 P.M.

ADJOURNMENT

With no further business, the Meeting adjourned at 7:24 P.M.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary