

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
January 12, 2015**

**OPENING/ATTENDANCE**

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, January 12, 2015 at 8 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, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mrs. Vicky Walters.

**ANNOUNCEMENTS**

- Mr. Slagle said an Executive Session will be held tonight immediately following tonight's Business Meeting to discuss Five Personnel Items and One Student Discipline Issue.

**CONSIDERATION OF AGENDA**

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

**Deletions:**

**V.C.2.      Accept the IU Report**

**V.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 November 17, 2014 Regular Work Session Minutes\*
- Approve the November 17, 2014 Regular Business Meeting Minutes\*

- **Financial Reports:**

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

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**CONSENT AGENDA** (Continued)

**Financial Reports** (Continued)

- Approve the November, 2014 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A & G\*
- Approve the November, 2014 Cafeteria Bills for payment as presented and located in Attachment C\*
- File the November, 2014 Cafeteria P&L for Audit\*
- Approve the November, 2014 Capital Reserve Bills for payment as presented and located in Attachment B\*
- **Written Reports:**
  - Accept the October, 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 VICKY WALTERS, HIGH SCHOOL PRINCIPAL, effective June 30, 2015, 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. Barrett made the Motion to APPROVE the POSTING and ADVERTISING for a HIGH SCHOOL PRINCIPAL. 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. K. Swartfager made the Motion to APPROVE the LETTER of INTENT TO RETIRE from LISA MASTER, ELEMENTARY SPECIAL EDUCATION TEACHER, effective at the end of the 2014-15 School Year. 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 HIRING of TOM BOWSER as ELEMENTARY BAND DIRECTOR, effective August 25, 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; Mr. VanTassel—yes. Motion carried 9-0.

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

- ❑ **Mr. Barrett made the Motion to APPROVE the HIRING of BARBRA MILLIRON, as ELEMENTARY CHOIR DIRECTOR, effective August 25, 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; Mr. VanTassel—yes. Motion carried 9-0.**
  
- ❑ **Mr. Beary made the Motion to APPROVE the ADDITIONS to the SUBSTITUTE LIST, pending proper completion of Personnel File Documentation and Clearances:**
  - **KEITH MITCHELL, Physical Education**
  - **STEPHANIE REX, Cafeteria/Custodian**
  - **RUTH AITES, Custodian**

**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**

- ❑ **Mr. K. Swartfager made a Motion to Approve the Upcoming Field Trips:**
  - **12/10/2014: Business Math Class to KGC Federal Credit Union and Farmers Bank. Requested by Kim Exley at no cost to the District (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; Mr. VanTassel—yes. Motion carried 9-0.**
  
- ❑ **Mr. Barrett made the Motion to APPROVE the 2-HOUR EARLY DISMISSAL on DECEMBER 23, 2014 (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; Mr. VanTassel—yes. Motion carried 9-0.**

**An Executive Session was held from 8:06 P.M. until 8:50 P.M.**

**ADJOURNMENT**

**With no further business, Mr. Van Tassel made the Motion to Adjourn the Meeting at 8:05 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**