

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
February 9, 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, February 9, 2015 at 7:51 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, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager and Mr. Dwayne E. VanTassel. Mrs. Trisha D. Dixon and Mrs. Stacey I. Thompson were absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, 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.B.1. Consideration of the Acceptance of the Resignation of Halee McCance as 8<sup>th</sup> Grade Jr. High Girls' Volleyball Coach.
- V.B.2. Consideration of Hiring Nicole Taydus as 8<sup>th</sup> Grade Jr. High Girls' Volleyball Coach.
- V.B.3. Consideration of the Acceptance of the Resignation of Marina Wilson as 7<sup>th</sup> Grade Jr. High Girls' Volleyball Coach.
- V.B.4. Consideration of Hiring Shelby Johnson as 7<sup>th</sup> Grade Jr. High Girls' Volleyball Coach, pending proper completion of Personnel File Documentation and Clearances.
- V.B.5. Consideration of the Acceptance of the Resignation of Ann Wolff as Volunteer Track Coach.
- V.B.6. Consideration of the Approval of Tyler Cotherman as Volunteer Assistant Girls' Track Coach, pending proper completion of Clearances.
- V.B. 7. Consideration of the Approval of Heather Parks as Volunteer Cheerleading Coach, pending proper completion of Clearances.
- V.B. 8. Consideration of the Approval of Caitlin Chatkin as Volunteer Cheerleading Coach, pending proper completion of Clearances.
- V.C. Consideration of the 2015-2020 Act 93 Agreement.

**Deletions**

- IV.C.2. Accept the IU Report.
- IV.C.4. Accept the SMILES Report.

The vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.

**CONSENT AGENDA**

Mr. Beary made the Motion to approve the Consent Agenda:

□ **Minutes:**

- Approve the January 19, 2015 Regular Business Meeting Minutes\*

□ **Financial Reports:**

- File the January, 2015 Liquid Cash and Investment Activity Analysis Report for Audit\*
- File the January, 2015 Elementary School Student Activities Report for Audit\*
- File the January, 2015 High School Student Activities Report for Audit\*
- File the January, 2015 High School Student Athletics Report for Audit\*
- File the January, 2015 Contingency Fund Detail Report for Audit\*
- Approve the January, 2015 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A & G\*
- Approve the January, 2015 Cafeteria Bills for payment as presented and located in Attachment C\*
- File the January, 2015 Cafeteria P&L for Audit\*
- Approve the January, 2015 Capital Reserve Bills for payment as presented and located in Attachment B\*

□ **Written Reports:**

- Accept the December, 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; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.

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

- Mr. Barrett made the Motion to ACCEPT the LETTER OF RETIREMENT from BRUCE TURK, ELEMENTARY TEACHER, effective at the end of the 2014-15 School Year, with regret. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.

- Mr. VanTassel made the Motion to APPROVE THE ATHLETIC ITEMS as follows:
  1. RESIGNATION of HALEE MCCANCE as 8<sup>th</sup> GRADE JR. HIGH GIRLS' VOLLEYBALL COACH.
  2. HIRING of NICOLE TAYDUS as 8<sup>th</sup> GRADE JR. HIGH GIRLS' VOLLEYBALL COACH.

**REGULAR BUSINESS MEETING MINUTES  
FEBRUARY 9, 2015  
PAGE 3**

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

- ❑ **Mr. VanTassel made the Motion to APPROVE THE ATHLETIC ITEMS as follows (Continued):**
- 3. RESIGNATION of MARINA WILSON as 7<sup>th</sup> GRADE JR. HIGH GIRLS' VOLLEYBALL COACH.**
  - 4. HIRING of SHELBY JOHNSON as 7<sup>th</sup> GRADE JR. HIGH GIRLS' VOLLEYBALL COACH, pending proper completion of Personnel File Documentation and Clearances.**
  - 5. RESIGNATION of ANN WOLFF as VOLUNTEER TRACK COACH.**
  - 6. TYLER COTHERMAN as VOLUNTEER ASSISTANT GIRLS' TRACK COACH, pending proper completion of Clearances.'**
  - 7. HEATHER PARKS as VOLUNTEER CHEERLEADING COACH, pending proper completion of Clearances.**
  - 8. CAITLIN CHATKIN as VOLUNTEER CHEERLEADING COACH, pending proper completion of Clearances.**

**The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.**

- ❑ **Mr. Barrett made the Motion to APPROVE the 2015-2020 ACT 93 AGREEMENT, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.**

**NEW BUSINESS (For Individual or Separate Consideration)**

- ❑ **Mr. Beary made the Motion to APPROVE the 2015-16 SCHOOL CALENDAR as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.**
- ❑ **Mr. Barrett made the Motion to APPROVE the VAN DRIVERS for the 2014-15 SCHOOL YEAR as follows:**
- 1. ANNETTE BEERS**
  - 2. MICHAEL CARBAUGH**
  - 3. LINDA DABKOWSKI**
  - 4. BARBARA HALL**
  - 5. DORI KEMERY**
  - 6. JAMIE LINAMEN**
  - 7. WANDA MCKINNEY**
  - 8. MARY MOLINARO**

**The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.**

**NEW BUSINESS** (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. K. Swartfager made the Motion to APPROVE THE UPCOMING PROFESSIONAL DEVELOPMENT:**
1. **1-20-2015; 2-10-2015; and 3-17-2015: Transforming My Classroom Training, RIU6. Requested by Kami Coursen at a cost of \$30.**
  2. **4-8-2015: Health/P.E./Recreation/Dance Mini Convention, Slippery Rock University. Requested by Kevin Craig and Brigette Irwin at a cost of \$64, using Budgeted Funds.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.

- ❑ **Mr. Beary made the Motion to APPROVE THE UPCOMING FIELD TRIPS:**
1. **3-12-2015: Eight High School Students to Legislative Process Presentation at Clarion University. Requested by Brett Vaughn, using Budgeted Funds.**
  2. **3-16-2015: Industry Club to Fulton Lumber, Clarion Wood Products and Identity Studio. Requested by Jennifer Slaughaupt, using the Venango Training & Development Grant Funds.**
  3. **3-31-2015: Three Driver's Ed Students to Driver's Ed Competition, Brookville. Requested by Brigette Irwin, at no cost to the District.**
  4. **4-7-2015: Industry Club to Specialty Fabrication & Powder Coating and World of Wheels, Seneca. Requested by Jen Slaughaupt, using the Venango Training & Development Grant Funds.**
  5. **4-24-2015: 6<sup>th</sup> Grade to Clarion County Career Center. Requested by Jennifer Wingard, at no cost to the District, as the Career Center will be paying for the transportation.**
  6. **5-12-2015: Industry Club to Industry Club Expo at Cross Creek Resort. Requested by Jennifer Slaughaupt, using Venango Training & Development Grant Funds.**
  7. **5-14-2015: 1<sup>st</sup> Grade to Elk County Visitor Center. Requested by Nancy Daum, using Student Contributions.**
  8. **5-26-2015: 6<sup>th</sup> Grade to the Greater Cleveland Aquarium. Requested by Michele Clover, using CATS Funds and Student Contributions.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.

- ❑ **Mr. Beary made the Motion to APPROVE the CAFETERIA FSMC/RFP BIDDING and ADVERTISING. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.**

**REGULAR BUSINESS MEETING MINUTES  
FEBRUARY 9, 2015  
PAGE 5**

**NEW BUSINESS (For Individual or Separate Consideration) (Continued)**

- Mr. Beary made the Motion to APPROVE the BID PROTEST FORM. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. Van Tassel—yes. Motion carried 7-0.

**POLICY**

- Mr. K. Swartfager made the Motion to Approve the 2<sup>nd</sup> Reading of the Following Policies:

1. #204: Attendance
2. #209.1: Head Lice and Other Forms of Infestation
3. #304: Employment of District Staff
4. #307: Student Teachers/Interns
5. #317: Conduct/Disciplinary Procedures
6. #317.1: Educator Misconduct
7. #806: Child Abuse
8. #818: Contracted Services

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.

- Mr. K. Swartfager made the Motion to Approve the 1st Reading of the Following Policies:

1. #122: Co-Curricular/Extra-Curricular Activities
2. #140.1 Extra-Curricular Participation by Charter/Cyber Charter.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.

**ADJOURNMENT**

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; and Mr. VanTassel—yes. Motion carried 7-0.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary