

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
March 16, 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, March 16, 2015 at 7 P.M. The Meeting was held in the Keystone Elementary School Library, 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. 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. VanTassel. 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.

PUBLIC COMMENT

- Mr. Weaver said he appreciated the Keystone School District Snowplowing Contract.

CONSIDERATION OF AGENDA

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

Additions:

- VI.G. Consideration of Mallory Reed as Volunteer Girls' Softball Coach, pending proper completion of Clearances.
- VI.H. Approve the Posting and Advertising for two Elementary Teacher positions.
- VII. F.8. Consideration of the Upcoming Field Trip: 5/15/2015, Math Students to IUP Math Competition, Indiana, PA. Requested by Bobbie Heller, at no cost to the District.
- VII.I. Consideration of the purchase of the Athletic Field Scoreboard from DeMans with private donations, at no cost to the District.

Deletions

- V.C.4. Accept the SMILES Report.

The 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.

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CONSENT AGENDA

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

☐ Minutes:

- **Approve the February 9, 2015 Work Session Meeting Minutes***
- **Approve the February 9, 2015 Regular Business Meeting Minutes***
- **Approve the March 9, 2015 Work Session Meeting Minutes***

☐ Financial Reports:

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

☐ Written Reports:

- **Accept the January, 2015 Northwest School Combine Report***
- **Accept the IU 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; and Mr. VanTassel—yes. Motion carried 9-0.

PERSONNEL (For Individual or Separate Consideration)

- ☐ Mr. K. Swartfager made the Motion to APPROVE the LETTER of RETIREMENT from CAROL ADAMS, Elementary Teacher, 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; 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.**

PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ Mr. Beary made the Motion to APPROVE the LETTER of RETIREMENT from LISA MASTER, Elementary Special Education Teacher, 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; 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.
- ❑ Mr. Beary made the Motion to APPROVE the LETTER of RETIREMENT from LINDA BECK, Cafeteria Worker, as of March 4, 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; and Mr. VanTassel—yes. Motion carried 9-0.
- ❑ Mr. Barrett made the Motion to APPROVE the Following Personnel Items:
 1. LETTER of RESIGNATION from BRETT VAUGHN as Senior High Student Government Advisor at the end of the 2014-15 School Year.
 2. LETTER of RESIGNATION from CONRAD WARNER as Senior High Student Government Advisor at the end of the 2014-15 School Year.
 3. ADDITIONS to the SUBSTITUTE LIST, pending proper completion of Personnel File Documentation and Clearances:
 - A. CHRISTOPHER BANKS, MUSIC.
 - B. AMANDA PRIES, MUSIC.
 4. MALLORY REED as SOFTBALL VOLUNTEER COACH.
 5. POST and ADVERTISE for ELEMENATARY TEACHING POSITIONS.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 (For Individual or Separate Consideration)

- ❑ Mr. Beary made the Motion to APPROVE the 2015-16 CONCURRENT ENROLLMENT AGREEMENT with BUTLER COUNTY COMMUNITY COLLEGE. 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.
- ❑ Mr. VanTassel made the Motion to APPROVE the REVISED 2015-16 SCHOOL CALENDAR, as presented. 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 (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. Barrett made the Motion to APPROVE the PROPOSED 2015-16 IU GENERAL OPERATING BUDGET.** 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.

- ❑ **Mr. Beary made the Motion to APPROVE the REQUEST from STACEY THOMPSON to attend the PSBA 2nd ANNUAL ADVOCACY FORUM on April 19, 2015, in Mechanicsburg, at no cost for Registration and Expenses of Room (\$85 to \$135) and Board.** 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.

- ❑ **Mr. Beary made the Motion to APPROVE the UPCOMING PROFESSIONAL DEVELOPMENT:**
 1. **3-20-2015 and 4-27-2015: School Nurse Conference, Clarion.** Requested by Petula King, at a cost of \$54.10, using Budgeted funds.
 2. **3-26-2015: Foundations of Literacy Development for ELLS Level 1 and 2, Pittsburgh.** Requested by Nicole Gorog at a cost of \$20, using Budgeted Funds.
 3. **4-8-2015: Health/P.E./Recreation/Dance Mini Convention, Slippery Rock University.** Requested by Jason Nellis at a cost of \$10, using Budgeted Funds.
 4. **5-1-2015: Professional Workshop on Writing in Math.** Requested by Michele Clover and Brandi Fisher at a cost of \$314, using Budgeted funds.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.

- ❑ **Mr. Barrett made the Motion to APPROVE THE UPCOMING FIELD TRIPS:**
 1. **3-17-2015: Clarion County Youth Council to Clarion.** Requested by Conrad Warner at no cost to the District. CCYC will pay for Transportation and the Substitute.
 2. **3-20-2015: 6th, 7th and 8th Grade Band Fest to Cranberry High School.** Requested by Tom Bowser, using Budgeted Funds.
 3. **4-17-2015: 2nd Grade to Carnegie Science Center.** Requested by Barb Hurst, using CATS Funds and Student Contributions
 4. **4-23-2015: Seniors to Pirate Game in Pittsburgh.** Requested by Fran Nesta, using Senior Class Magazine Sales Profit.
 5. **5-8-2015: Spanish Classes to Mallorca Restaurant in Pittsburgh.** Requested by Margaret Patton, using Scholarship from Student Government, High School Principal Contingency Fund and Student Contributions.
 6. **5-18-2015: 5th Grade to Carnegie Museum of Natural History.** Requested by Amanda Kline, using Grant Money from Carnegie Museum, CATS Funds and Student Contributions.

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

- ❑ **Mr. Barrett made the Motion to APPROVE THE UPCOMING FIELD TRIPS (Continued):**

7. **5-21-2015: Kindergarten to Farmer's Inn. Requested by Kim Riley, using CATS Funds and Student Contributions.**
8. **5-15-15: Math Students to IUP Math Competition, Indiana, PA. Requested by Bobbie Heller, at no cost to the District.**

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.

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the BIDDING and ADVERTISING of the TECHNOLOGY SUPPLIES, CUSTODIAL & MAINTENANCE SUPPLIES and GENERAL & ART SUPPLIES for the 2015-16 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; and Mr. Van Tassel—yes. Motion carried 9-0.**

- ❑ **Mr. Beary made the Motion to APPROVE the EAKIN REAL ESTATE TAX REBATE REQUEST for 2014 in the amount of \$1,132.30, which represents 11/12 of the 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; and Mr. Van Tassel—yes. Motion carried 9-0.**

- ❑ **Mr. VanTassel made the Motion to PURCHASE the ATHLETIC FIELD SCOREBOARD utilizing private donations and \$500 from Capital Reserve for final hook-up and training. 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. Van Tassel—yes. Motion carried 9-0.**

POLICY

- ❑ **Mr. Beary made the Motion to Approve the 2nd Reading of the Following Policies:**
1. **#122: Co-Curricular/Extra-Curricular Activities.**
 2. **#140.1: Extra-Curricular Participation by Charter/Cyber School Students.**

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.

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ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:22 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