

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
September 21, 2015**

OPENING/ATTENDANCE

Mr. Gregory A. Barrett, Vice-President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, September 21, 2015 P.M. at 8:27 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. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mr. John R. Slagle and Mr. Dustin L. Swartfager were absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman, Mr. Bradley Wagner and Mr. Charles Weaver.

CONSIDERATION OF AGENDA

- Mr. K. Swartfager made the Motion to Approve the Agenda as amended:

Additions:

- | | |
|-----------|--|
| V. C. | Consideration of Sharon Facciani, Paraprofessional. |
| V. J. | Consideration of Frankie Sheatz and Bobbie Heller as Co-Assistant Girls' Track Coaches. |
| V. K. | Consideration of Cody Dolby as Volunteer Assistant Varsity Football Coach. |
| V. L. | Consideration of Dylan Ziegler as Volunteer Assistant Girls' Varsity Soccer Coach. |
| V. M. | Consideration of Natalie Friedlund as Volunteer Assistant Girls' Varsity Volleyball Coach. |
| V. N | Consideration of the Resignation of Jon Beal as Head, Jr. High Wrestling Coach. |
| V. O. | Consideration of Posting for the Head Jr. High Wrestling Coach. |
| V. P. | Consideration of Jon Beal as Volunteer Assistant Varsity Wrestling Coach. |
| V. Q. | Consideration of a Sick Day Bank. |
| V. R. | Consideration of the Resignation of John Gaetano. |
| VI. E.3. | 9-29-2015, 12-8-2015 and 4-5-2016: CCYC Student to the Clarion County Career Center. Requested by Kami Coursen at no cost to the District. |
| VI.E.4. | 4-23-2016 through 4-26-2016: Music Students to Toronto, Ontario. Requested by Fran Nesta, with funds from Student Contributions, Donations, Money Earned through KMA Tracking Opportunities and Student Activity Account Funds |
| VI. E. 5. | 5-13-2016: 4 th through 6 th Grade GEM to Hersheypark. Requested by Nicole Gorog, at an approximate cost of \$80, with Funds from Fundraisers and Parent Payment. |
| VI. G. | 11-4-2015: Enhancing Literacy Through the Infusion of Technology, IU6. Requested by Barb Witkowski, at a cost of \$10. |

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CONSIDERATION OF AGENDA (Continued)

- Mr. K. Swartfager made the Motion to Approve the Agenda as amended**
(Continued):

Additions:

- VI. H. Consideration of the Amish Transportation.**
- VI. I. Consideration of the Purchase of a Stop Arm Camera for Bus #18 at a cost of \$2,395.**
- VI. J. Consideration of the Purchase of a Climate Control Air Compressor at a cost of \$9,377, from Capital Reserve.**
- VI. K. Consideration of the Senior Trip Change of Date.**

Deletions:

- IV. 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.

CONSENT AGENDA

Mr. K. Swartfager made the Motion to approve the Consent Agenda:

Minutes:

- Approve the July 20, 2015 Work Session Minutes***
- Approve the July 20, 2015 Regular Business Meeting Minutes***
- Approve the August 10, 2015 Regular Work Session Minutes***
- Approve the August 10, 2015 Regular Business Meeting Minutes***

Financial Reports:

- File the July and August, 2015 Liquid Cash and Investment Activity Analysis Reports for Audit***
- File the July and August, 2015 Elementary School Student Activities Reports for Audit***
- File the June, July and August, 2015 High School Student Activities Reports for Audit***
- File the June, July and August, 2015 High School Student Athletics Reports for Audit***
- File the July and August, 2015 Contingency Fund Detail Reports for Audit***
- Approve the July and August, 2015 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A, D & G***
- Approve the July and August, 2015 Cafeteria Bills for payment as presented and located in Attachment C***
- File the July and August, 2015 Capital Reserve Bills for Audit***

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CONSENT AGENDA (Continued)

❑ Written Reports:

- **File the June and July, 2015 Northwest School Combine Reports***
- **Accept the July and August, 2015 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. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.

PERSONNEL (For Individual or Separate Consideration)

❑ Mr. Beary made the Motion to APPROVE the FOLLOWING ITEMS:

- 1. RETIREMENT LETTER from FRANCIS NESTA, HIGH SCHOOL VOCAL and INSTRUMENTAL INSTRUCTOR, effective June 30, 2016, with regret.**
- 2. RESIGNATION of KATIE COZAD, PARAPROFESSIONAL, effective August 19, 2015.**
- 3. HIRING of SHARON FACCIANI, PARAPROFESSIONAL, effective September 22, 2015.**

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

❑ Mr. Beary made the Motion to APPROVE the FOLLOWING ITEMS:

- 1. RESIGNATION of MEAGAN WHITE as HIGH SCHOOL DETENTION MONITOR, effective August 17, 2015.**
- 2. HIRING of MARGARET PATTON as DETENTION MONITOR, effective September 22, 2015.**
- 3. RESIGNATION of MARINA WILSON, JV VOLLEYBALL COACH, effective August 11, 2015.**
- 4. RETROACTIVE HIRING of MEAGAN WHITE as JV VOLLEYBALL COACH, effective August 11, 2015.**
- 5. RETROACTIVE HIRING of JOHN PAUL SAMAY a JR. HIGH FOOTBALL, 2nd ASSISTANT COACH, effective August 10, 2015, pending proper completion of Personnel File Documentation and Clearances.**

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

❑ Mr. Beary made the Motion to APPROVE the FOLLOWING ITEMS:

- 1. APPOINTMENT of WHITLEY BEARFIELD as MARCHING BAND VOLUNTEER, pending proper completion of Clearances.**
- 2. HIRING of FRANKI SHEATZ and BOBBIE HELLER as CO-ASSISTANT GIRLS' TRACK COACH.**

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PERSONNEL (For Individual or Separate Consideration) (Continued)

- **Mr. Beary made the Motion to APPROVE the FOLLOWING ITEMS (Continued):**
- 3. APPROVE the APPOINTMENT of CODY DOLBY as VOLUNTEER ASSISTANT VARSITY FOOTBALL COACH, pending proper completion of Clearances.**
 - 4. APPOINTMENT of DYLAN ZIEGLER as VOLUNTEER ASSISTANT GIRLS' VARSITY SOCCER COACH, pending proper completion of Clearances.**
 - 5. APPOINTMENT of NATALIE FRIEDLUND as VOLUNTEER ASSISTANT GIRLS' VARSITY VOLLEYBALL COACH, pending proper completion of Clearances.**
 - 6. APPROVE the RESIGNATION of JON BEAL as HEAD JR. HIGH WRESTLING COACH.**
 - 7. POSTING for the HEAD JR. HIGH WRESTLING COACH.**
 - 8. APPOINTMENT of JON BEAL as VOLUNTEER ASSISTANT VARSITY WRESTLING COACH.**

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

- **Mr. K. Swartfager made the Motion to APPROVE the SICK DAY BANK for EMPLOYEE A. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.**
- **Mr. K. Swartfager made the Motion to APPROVE the RESIGNATION OF JOHN GAETANO, CUSTODIAN, as of October 30, 2015. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.**

NEW BUSINESS (For Individual or Separate Consideration)

- **Mr. K. Swartfager made the Motion to APPROVE the KEYSTONE OPPORTUNITY ZONE RESOLUTION 10-YEAR AGREEMENT. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.**
- **Mr. Beary made the Motion to APPROVE the FOLLOWING ITEMS:**
- 1. TAX COLLECTOR ANNUAL SOFTWARE REIMBURSEMENT at 1/3 of the Annual Cost.**
 - 2. REVISED CAFETERIA RATES for STUDENTS/ADULTS for the 2015-16 SCHOOL YEAR, as presented.**
 - 3. REVISED 2015-16 JEFFERSON/CLARION HEAD START CONTRACT to include Adult and Student Breakfast Prices, as presented.**

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

□ **Mr. Beary made the Motion to APPROVE the FOLLOWING ITEMS (Continued):**
The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.

□ **Mr. K. Swartfager made the Motion to APPROVE THE UPCOMING FIELD TRIPS:**

- 1. 9/23/2015: Elementary GEM to RIU6 and Clarion University for Scrabble Tournament and 3D Printing. Requested by Nicole Gorog, using School Van, and no other costs.**
- 2. 11/5/2015: Math Competition Team to Clarion University. Requested by Dustin Kifer, using Budgeted Funds.**
- 3. 9/29/2015, 12/8/2015 and 4/5/2016: CCYC Students to the Clarion County Career Center. Requested by Kami Coursen, using School Van and Substitute Costs.**
- 4. 4/23/2016 through 4/26/2016: Music Students to Toronto, Ontario. Requested by Fran Nesta, with funds from Student Contributions, Donations, Money Earned through KMA Tracking Opportunities and Student Activity Account Funds.**
- 5. 5/13/2016: 4th through 6th Grade GEM to Hersheypark. Requested by Nicole Gorog, at an approximate cost of \$80, with funds coming from Fundraisers and Parental Payment.**

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

□ **Mr. Beary made the Motion to APPROVE the 2015-16 to 2019-20 VAN TRANSPORTATION CONTRACTS with RANDY McLENDON, INC. and MCLENDON TRANSPORTATION, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.**

□ **Mr. Beary made the Motion to APPROVE the UPCOMING PROFESSIONAL DEVELOPMENT:**

- 1. 11/4/2015: Enhancing Literacy Through the Infusion of Technology, RIU6. Requested by Barb Witkowski at a cost of \$10. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.**

□ **Mr. K. Swartfager made the Motion to APPROVE the AMISH TRANSPORTATION UTILIZING McLENDON VANS at a 50/50 SPLIT of the NET COST, as presented by the Transportation Committee. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.**

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

- ❑ **Mr. Beary made the Motion to APPROVE the PURCHASE of a STOP-ARM CAMERA for Bus #18, at a cost of \$2,395, with Funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.**

- ❑ **Mr. Barrett made the Motion to APPROVE the PURCHASE of a CLIMATE CONTROLLED AIR COMPRESSOR at a cost of \$9,377, with funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.**

- ❑ **Mrs. Dixon made the Motion to APPROVE THE SENIOR TRIP DATE CHANGE as follows: November 15 through 19, 2015. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.**

ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:50 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.

Respectfully submitted,

**Vernon F. Lauffer
Board Secretary**