

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
November 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, November 16, 2015 at 7:55 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 and Mr. Brad Wagner.

PUBLIC COMMENT

None.

CONSIDERATION OF AGENDA

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

Additions:

- VI. D. 5. 12/4/15 Music Students to Festival of Trees in Lucinda. Requested by Fran Nesta, using KMA or Budgeted Funds.
VI. E. Adam Lencer, Volunteer Assistant Boys' Varsity Basketball Coach.
VI. F. A 2-Hour Early Dismissal for Staff and Students on November 25 and December 23, 2015.

Deletions:

- VI. C. Approval of the Electrical Proposal for the Elementary Cafeteria Replacement Lighting from Apel Electric, Inc., at a cost of \$8,756, with Funds from Capital Reserve.

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.

CONSENT AGENDA

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

- Minutes:**

- Approve the October 19, 2015 Regular Business Meeting Minutes*

CONSENT AGENDA (Continued)

□ **Financial Reports:**

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

□ **Written Reports:**

- Accept the September, 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.

NEW BUSINESS (For Individual or Separate Consideration)

□ **Mr. Barrett made the Motion to APPROVE the FUND BALANCE DESIGNATION at June 30, 2015:**

▪ ASSIGNED	\$ 512,354
▪ COMMITTED	\$1,277.066
▪ <u>UNASSIGNED</u>	<u>\$1,466,156</u>
TOTAL	\$3,255,576

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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**□ Mr. Barrett made the Motion to APPROVE the BUDGETARY TRANSFERS FOR
FYE JUNE 30, 2015, as follows:**

	Previous Approved Budget	Actual Per AFR	Variance Favorable (Unfavorable)	Budget Transfer Requested
1100 Regular Instruction	6,739,538	6,643,572	95,966	(95,966)
1200 Special Ed Instruction	1,897,648	1,899,065	(1,417)	1,417
1300 Vocational Instruction	796,840	686,022	110,818	(110,818)
1400 Other Instruction	11,888	36,668	(24,780)	24,780
1500 Non Public School Programs	-	5,004	(5,004)	5,004
1800 Pre-Kindergarten	1,700	3,300	(1,600)	1,600
2100 Pupil Personnel	384,151	372,590	11,561	(11,561)
2200 Instruction Staff Services	218,151	181,521	36,630	(36,630)
2300 Administrative	1,163,126	1,179,294	(16,168)	16,168
2400 Pupil Health	143,083	141,330	1,753	(1,753)
2500 Business/Fiscal	277,817	274,692	3,125	(3,125)
2600 Buildings/Grounds	1,312,717	1,233,377	79,340	(79,340)
2700 Transportation	926,491	982,467	(55,976)	55,976
2800 Technology Support	198,831	181,117	17,714	(17,714)
2900 Café Monitors/IU Effort	48,431	48,765	(334)	334
3200 Student Activities/Athletics	214,806	168,528	46,278	(46,278)
3300 Community	14,559	13,668	891	(891)
5100 Debt Service/Prior Year	-	-	-	-
5200 Fund Transfers	219,900	473,176	(253,276)	253,276
5900 Contingency Reserve	27,729	-	27,729	(27,729)
Total Expenses	14,597,406	14,524,156	73,250	(73,250)
6000 Local Revenues	4,471,704	4,692,873	221,169	221,169
7000 State Revenues	9,753,728	9,678,444	(75,284)	(75,284)
8000 Federal Revenues	371,974	389,186	17,212	17,212
Total Revenues	14,597,406	14,760,503	163,097	163,097
Fund Balance	-	236,347	236,347	236,347

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

□ **Mr. Beary made the Motion to APPROVE the UPCOMING FIELD TRIPS:**

1. **11/12/2015: Chemistry II Class to Grove City College. Requested by Alison Albright, with cost of Van Transportation only.**
2. **11/18/2015: English Students to Clarion University English Day. Requested by Kami Coursen and Kathy Rutkowski, at no cost to the District.**
3. **12/9/2015: Business Math Class to GC Federal Credit Union and Farmers National Bank. Requested by Kim Exley, at no cost to the District.**
4. **2/12/2016: Elementary Chorus Fest, Freeport Area School District. Requested by Barbie Milliron, using Budgeted Funds.**
5. **12/4/2015: Music Students to Festival of Trees, Lucinda. Requested by Fran Nesta, using KMA or 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. VanTassel made the Motion to APPROVE ADAM LENCER as VOLUNTEER ASSISTANT BOYS' VARSITY BASKETBALL COACH, pending proper completion of Clearances. 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 a 2-HOUR EARLY DISMISSAL FOR Staff and Students on Wednesday, November 25 and Wednesday, December 23. 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 2nd READING of the FOLLOWING POLICIES:**

1. **#200: Enrollment of Students.**
2. **#201: Admission of Students.**
3. **#800.1: Charging of Cafeteria Meals.**

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. Barrett made the Motion to Adjourn the Meeting at 8:13 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