

**KEYSTONE SCHOOL DISTRICT
KNOX, PA 16232
MINUTES OF REORGANIZATION MEETING
DECEMBER 1, 2015**

I. CALL TO ORDER

The Board of School Directors of the Keystone School District held their Annual Reorganization Meeting on Tuesday, December 1, 2015 in the Keystone Elementary School Library. The meeting was called to order at 7 P.M. by Mr. John Slagle, President. The following Board Members were present: Mr. Gregory A. Barrett, Mr. James A. Beary, Mr. Randolph R. Burr, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson, and Mr. Dwayne E. Van Tassel. Mrs. Trisha D. Dixon was absent. Also present were Mr. Shawn Algoe, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

III. PRESENTATION OF CERTIFICATES OF ELECTION

The newly re-elected members Mr. Gregory A. Barrett, Mr. James L. Beary, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager and Mr. Dwayne E. VanTassel presented their official certificates of election to the Board Secretary.

IV. ADMINISTRATION OF THE OATH OF OFFICE

Mr. Slagle administered the Oath of Office to the newly re-elected Board Members. He said signed oaths should be given to the Board Secretary.

V. ELECTION OF A TEMPORARY PRESIDENT

Mr. Beary nominated Mr. Barrett for the position of Temporary President. Receiving no other nominations for the office of Temporary President, Mr. K. Swartfager made the motion to close the nominations. The voice vote to close nominations is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Burr--yes; Mr. Slagle--yes; Mr. D. Swartfager—yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 8-0. With nominations closed, Mr. Slagle called for a voice vote for the position of Temporary President. 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; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 8-0. Mr. Barrett assumed the duties of the Chair.

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VI. ELECTION OF 2016 PRESIDENT

Mr. Beary nominated Mr. Slagle for the position of President. Receiving no other nominations for the office of President, Mr. K. Swartfager made the motion to close nominations. The voice vote to close nominations is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Burr--yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 8-0. With nominations closed, Mr. Barrett called for a voice vote for the position of President. 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; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 8-0. Mr. Slagle assumed the duties of the Chair.

VII. ELECTION OF 2016 VICE-PRESIDENT

Mr. Beary nominated Mr. Barrett for the position of Vice-President. Receiving no other nominations for the office of Vice-President, Mr. K. Swartfager made the motion to close nominations. The voice vote to close nominations is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Burr--yes; Mr. Slagle--yes; Mr. D. Swartfager—yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 8-0. With nominations closed, Mr. Slagle called for a voice vote for the position of Vice-President. 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; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 8-0.

VIII. ADOPTION OF RULES AND REGULATIONS FOR THE 2016 CALENDAR YEAR

Mr. Barrett made the Motion to adopt the following Rules and Regulations for the 2016 Calendar Year, 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; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 8-0.

Rules and Regulations:

1. The Board will abide by the Pennsylvania School Code of 1949 as amended and Act 84 of 1986, "Sunshine Law", Act 20 of 1993 "Public Comments", Act 9 of 1996 "Selection of Candidates for Vacancies", and Act 93 of 1998 "Recodification."
2. The Board will follow Robert's Rules of Order in cases not covered by law, regulations or board policy.

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**VIII. ADOPTION OF RULES AND REGULATIONS FOR THE 2016
CALENDAR YEAR (Continued)**

3. Anyone of any group who wants to be placed on the Agenda, must comply with the following rules:
 - a. Send a written request to the Superintendent, at least seven days before the scheduled meeting, stating the area of concern.
 - b. Each person is limited to five (5) minutes speaking time.
 - c. There will be a limit of fifteen (15) minutes speaking time on any one subject or area of concern.
 - d. In group meetings, a spokesperson and all other presenters shall be designated in advance along with the time needed to make the presentation.
 - e. The Board reserves the right to refuse to place any matter upon its Agenda that has been discussed at any meeting during the previous twelve month period and upon which the Board has rendered an opinion. The Board will not accept any requests to place the same matter on its agenda in two consecutive regular board meetings unless the matter was tabled by the Board at previous meeting or unless the Superintendent and the Board President determines that circumstances require that the request be handled immediately. Any person requesting that the Board place a matter upon the Board's Agenda that has been discussed during the preceding twelve months must, in addition to following the steps set forth in Items 3.a. through 3.d. above, include a statement explaining what additional new matter or pertinent information to the original request will be presented and explaining why the new information was not made available to the Board when the matter was first considered. The Superintendent and Board President shall review the new information submitted with the second request and shall determine whether the matter warrants reconsideration. If the Superintendent and the Board President determine that the new information warrants consideration, the matter will be placed on the Agenda for the next Board Meeting. If the Superintendent and the Board President cannot agree to either place the item on the Agenda or to delete the item from the Agenda, then the matter will automatically be placed on the Agenda for the next Board Meeting.
4. The Board will allow time for public comment at each meeting.
5. Agenda items requested by Board Members should be submitted to the President/Superintendent five days in advance of the meeting or added during the Agenda adopted at that meeting.

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IX. ADOPTION OF THE MEETING SCHEDULE FOR THE 2016 CALENDAR YEAR

Mr. Beary made the Motion to Approve the Meeting Schedule for the 2016 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; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 8-0.

***ALL OF THE MEETINGS WILL BE HELD IN THE KEYSTONE ELEMENTARY SCHOOL LIBRARY AT 7 P.M., UNLESS NOTED OTHERWISE.**

<u>DATE</u>	<u>MEETING</u>	<u>REPORTING</u>
<u>January:</u>		
Monday, January 11	Board Work Session	Technology
Monday, January 18 (Act 80 Day)	Board Business Meeting	
<u>February:</u>		
Monday, February 8	Board Work Session/ Board Business Meeting	
<u>March:</u>		
Monday, March 14	Board Work Session	
Monday, March 21	Board Business Meeting	
<u>April:</u>		
Monday, April 18	Board Work Session/ Board Business Meeting	
<u>May:</u>		
Monday, May 9	Board Work Session/ Board Business Meeting	
Monday, May 16	Board Business Meeting	
<u>June:</u>		
Monday, June 13	Board Work Session	Special Ed
Monday, June 20	Board Business Meeting	
<u>July:</u>		
Monday, July 18	Board Work Session/ Board Business Meeting	

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IX. ADOPTION OF MEETING SCHEDULE FOR THE 2016 CALENDAR YEAR (Continued)

Setting of Meeting Dates, Times and Locations (Continued)

<u>DATE</u>	<u>MEETING</u>	<u>REPORTING</u>
<u>August:</u>		
Monday, August 1 (1 st Monday)	Board Work Session/ Board Business Meeting	
Monday, August 8 (2 nd Monday)	Board Work Session/ Board Business Meeting	
Monday, August 15 (3 rd Monday)	Board Business Meeting	
*Note: The August 1, 8, or 15 Meeting may be cancelled— depending on Personnel Hiring Requirements.		
<u>September:</u>		
Monday, September 19	Board Work Session/ Board Business Meeting	B & G
<u>October:</u>		
Monday, October 10	Board Work Session (At CAREER CENTER)	CCCC
Monday, October 17	Board Business Meeting	
<u>November:</u>		
Monday, November 21	Board Work Session/ Board Business Meeting	Special Ed
<u>December:</u>		
Monday, December 5	Reorganization/Board Work Session	
Monday, December 12	Board Business Meeting	

X. ADOPTION OF THE COMMITTEE ASSIGNMENTS FOR THE 2016 CALENDAR YEAR

Mr. Barrett made the Motion to Approve the Committee Assignments for the 2016 Calendar Year 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; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 8-0.

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**X. ADOPTION OF THE COMMITTEE ASSIGNMENTS FOR THE 2016
CALENDAR YEAR (Continued)**

Committee List:

ATHLETICS & CO-CURRICULAR:

**John Slagle--Chairperson, Greg Barrett, Jim Beary, Dwayne Van Tassel,
Shawn Algoe, Superintendent and Brad Wagner, High School Principal.**

BUILDINGS & GROUNDS:

**Greg Barrett--Chairperson, Jim Beary, Dustin Swartfager, Dwayne
VanTassel, Bill Baughman, Supervisor of Building & Grounds (Ex. Officio),
Shawn Algoe, Superintendent, and Vern Lauffer, Business Manager.**

CAFETERIA & TRANSPORTATION:

**Jim Beary--Chairperson, Greg Barrett, Randy Burr, Ken Swartfager, Shawn
Algoe, Superintendent, and Vern Lauffer, Business Manager.**

CLARION COUNTY CAREER CENTER REPRESENTATIVES:

**Jim Beary, Dwayne VanTassel, Trisha Dixon (Alternate) and Stacey
Thompson (Alternate).**

CURRICULUM & INSTRUCTION:

**Shawn Algoe, Superintendent--Chairperson, Trisha Dixon, Ken Swartfager,
Stacey Thompson and Dwayne VanTassel.**

INTERMEDIATE UNIT REPRESENTATIVES:

Greg Barrett and Ken Swartfager (Alternate).

KSDEF LIAISON:

Stacey Thompson and Trisha Dixon (Alternate).

LEGISLATIVE & PSBA REPRESENTATIVE:

Ken Swartfager and Stacey Thompson (Alternate)

NEGOTIATIONS & ACT 93:

**Greg Barrett--Chairperson, John Slagle, Stacey Thompson, Shawn Algoe,
Superintendent and Vern Lauffer, Business Manager.**

PERSONNEL:

**Jim Beary--Chairperson, Randy Burr, John Slagle, Stacey Thompson,
Dustin Swartfager (Alternate), and Shawn Algoe, Superintendent.**

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X. ADOPTION OF THE COMMITTEE ASSIGNMENTS FOR THE 2016 CALENDAR YEAR (Continued)

POLICY:

John Slagle--Chairperson, Dustin Swartfager, Stacey Thompson, Dwayne Van Tassel, and Shawn Algoe, Superintendent.

TECHNOLOGY:

Dustin Swartfager--Chairperson, Trisha Dixon, Randy Burr, Ken Swartfager, and Shawn Algoe, Superintendent.

KSDEF LIAISON:

Stacey Thompson and Trisha Dixon (Alternate)

TECHNOLOGY:

Dustin Swartfager, Chairperson, Trisha Dixon, Randy Burr, Ken Swartfager and Shawn Algoe, Superintendent.

XI. MR. BARRETT MADE THE MOTION TO APPROVE THE RE-APPOINTMENT OF MR. JAMES BEARY and MR. DWAYNE VANTASSEL to the JOINT OPERATING COMMITTEE of the CLARION COUNTY CAREER CENTER and MRS. STACEY THOMPSON and MRS. TRISHA DIXON as ALTERNATES for the 2016 CALENDAR YEAR.

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; Mrs. Thompson--yes; and Mr. VanTassel—yes. Motion carried 8-0.

XII. MR. BEARY MADE THE MOTION TO APPROVE THE RE-APPOINTMENT of MR. GREGORY BARRETT as IU #6 REPRESENTATIVE and MR. KENNETH SWARTFAGER as the ALTERNATE for the 2016 CALENDAR YEAR.

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; Mrs. Thompson--yes; and Mr. VanTassel—yes. Motion carried 8-0.

XIII. MR. BEARY MADE THE MOTION TO APPROVE THE RE-APPOINTMENT OF MR. KENNETH SWARTFAGER as LEGAL and PSBA REPRESENTATIVE and MRS. STACEY THOMPSON as ALTERNATE for the 2016 CALENDAR YEAR.

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; Mrs. Thompson--yes; and Mr. VanTassel—yes. Motion carried 8-0.

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- XIV. MR. BEARY MADE THE MOTION TO APPROVE THE RE-APPOINTMENT of MRS. STACEY THOMPSON as KEYSTONE SCHOOL DISTRICT EDUCATION FOUNDATION LIAISON and MRS. TRISHA DIXON as ALTERNATE for the 2016 CALENDAR YEAR.** 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; Mrs. Thompson--yes; and Mr. VanTassel—yes. Motion carried 8-0.
- XV. MR. K. SWARTFAGER MADE THE MOTION TO APPROVE THE RE-APPOINTMENT OF MR. VERNON LAUFFER AS CLARION COUNTY TAX COLLECTION COMMITTEE DELEGATE AND MR. SHAWN ALGOE AS ALTERNATE DELEGATE for the 2016 CALENDAR YEAR.** 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; Mrs. Thompson--yes; and Mr. VanTassel--yes. Motion carried 8-0.
- XVI. ADJOURNMENT**

With no further business, Mr. VanTassel made the Motion to adjourn the Meeting at 7:08 P.M. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Burr--yes; Slagle--yes; Mr. D. Swartfager—yes; Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 8-0.

Respectfully submitted,

Vernon F. Lauffer
Board Secretary