

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
January 12, 2015**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Work Session to order on Monday, January 12, 2015, at 7 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. Randolph 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, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mrs. Vicky Walters.

ANNOUNCEMENTS

- Mr. Slagle welcomed the guests to the Meeting.
- Mr. Slagle said an Executive Session would be held tonight immediately following the Business Meeting to discuss Five Personnel Items and One Student Discipline Issue.
- Mr. Slagle said as the December 9, 2014 Business Meeting was cancelled, tonight's Business Meeting has been scheduled to consider the Agenda Items reviewed at the December 2, 2014 Work Session. The Business Meeting next week, January 19, 2015 will be constructed as to consider the Agenda Items presented tonight on this Work Session Agenda.
- Mr. Slagle said the next Meeting will be the Regular Business Meeting on Monday, January 19, 2015.

PUBLIC COMMENT

Rodney Sherman complimented the Administration for the Cancellations and Delays called so far this year.

REPORTS

- **Superintendent—Mr. Algoe reviewed:**
 1. Make-Up Days due to previous two Snow Days.
 2. Third Grade Letter to Parents.
 3. Cafeteria FSMC Consultative Services.
 4. Act 153—New Background Check Requests.
 5. Act 168—Employment History Review.
 6. Athletic Scoreboards.
 7. School Board Policy Updates.
 8. Stop Arm Camera installed on new Bus #5.
 9. One-Call Now
 10. School Board Director Recognition Month.

- **Elementary—Mr. McCormick reviewed:**
 1. Title I Monitoring Desk Audit.
 2. Holiday Book Fair.
 3. Parent Training.

- **High School—Mrs. Walters reviewed:**
 1. In the Midst of Keystone Exams.
 2. Keystone Exams Requirements.
 3. New Year Math Elective.
 4. Chemical Inventory.
 5. Health Careers Seminar.
 6. Financial Aid Assembly.
 7. 4/9/2014 through 4/11/2014—Musical, *Oklahoma*.
 8. Varsity Cheerleaders were Runner-Ups in District IX.
 9. District Band at C-L.

DIALOGUE ITEMS

- Mr. Lauffer said that new Pennsylvania Law requires each Tax Collector to name a Deputy Tax Collector. As listed, four out of our eight Tax Collectors have notified us of their request. The Board must consider each Tax Collector's nomination for Deputy Tax Collector as per the law.
 1. Kim Slaughaupt to be Lane Byers' Deputy, Ashland Township.
 2. Tanya Callender to be Barry Elder's Deputy, Licking Township.
 3. Lane Byers to be Kim Slaughaupt's Deputy, Salem Township.
 4. Rebecca Stump to be Rose Schreckengost's Deputy, Shipperville Borough.

- Mr. Algoe reviewed the Intent to Retire Letter from Carol Adams, Elementary Teacher, effective at the end of the 2014-15 School Year.

- Mr. Algoe reviewed the Intent to Retire Letter from Jackie Rhoads, Elementary Teacher, effective at the end of the 2014-15 School Year.

DIALOGUE ITEMS (Continued)

- **Mr. Algoe reviewed the Resignation Letter from Laurie Barrett, Cafeteria Worker, effective January 17, 2015.**

- **Mr. Algoe requested the Upcoming Professional Development:**
 1. **1-6-2015 and 1-13-2015: ELA PSSA Text Dependent Analysis Testing, IU 6. Requested by Gina Clark at a cost of \$100.**
 2. **1-19-2015: 9th Annual School Nurse Conference, New Castle. Requested by Petula King at a cost of \$64.96, using Budgeted Funds.**
 3. **1-20-2015, 2-19-2015 and 3-17-2015: Transform Your Classroom, RIU6. Requested by Bobbie Heller, Karen McGiffin and Halee McCance at a cost of \$30 using Budgeted Funds.**
 4. **3-17-2015 through 3-20-2015: State Athletic Director Conference, Hershey. Requested by Bill Irwin at a cost of \$1,143.27, using Budgeted Funds.**
 5. **3-19-2015 through 3-21-2015: SAP Training, DuBois. Requested by Autumn Marshall at a cost of \$164.64, using Budgeted Funds.**

- **Mr. Algoe requested the Upcoming Professional Development:**
 1. **12-11-2014: Keystone Industry Club to Helpmate, Farmers Bank and a Restaurant. Requested by Jen Slaugenhaupt, using Venango Training & Development Grant Funds (Retroactively).**
 2. **12-16-2014: PMEA District Band Students to Clarion Area. Requested by Fran Nesta, at no cost to the District (Retroactively).**
 3. **12-22-2014: Select Choir to Keystone Elementary. Requested by Fran Nesta, at no cost to the District (Retroactively).**
 4. **12-22-2014: Select Band to Franklin High School. Requested by Fran Nesta, at no cost to the District (Retroactively).**
 5. **1-6-2015: District Band to C-L High School. Requested by Fran Nesta, at no cost to the District (Retroactively).**
 6. **5-1-2015: REVISION. (Originally approved date of 5-8-2015). 5th Grade to Clarion University. Requested by Autumn Marshall, using Budgeted Funds, Pencil Sales Funds and Student Contributions.**

- **Mr. Algoe reviewed a list of Furniture Needs requested for the Elementary and High School.**

- **Mr. Algoe requested Ken Phillips as Volunteer Baseball Coach and Scorekeeper.**

POLICY

- **Mr. Algoe requested the 1st Reading of the Following Policies:**
 1. **#204: Attendance**
 2. **#209.1: Head Lice and Other Forms of Infestations**
 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**

- **Mr. Barrett stated that the Board has not yet acted on the 2013-14 Budget Surplus as to its distribution. He noted two historical areas have been:**
 1. **Additions to Principal Contingency Funds.**
 2. **Transfer to Capital Reserve.**

- **Mr. Slagle requested a report on the use of Capital Reserve and recommendations for repurposing.**

- **Mr. Slagle said that all appropriate items reviewed will be added to next week's Business Meeting Agenda.**

ADJOURNMENT

With no further business, the Meeting Adjourned at 7:59 P.M.

Respectfully submitted,

**Vernon F. Lauffer
Business Manager**