

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
April 20, 2015**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Work Session to order on Monday, April 20, 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, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mr. Kenneth L. Swartfager was absent. Also present were: Mr. Shawn Algoe, Ms. Terri Bifano, Mrs. Agnes Burr, Mrs. Suzanne Chomas, Mrs. Sandy Glass, Mrs. Linda Goughler Mrs. Joanne Kapp, Mr. Vernon Lauffer, Mr. Michael McCormick, Ms. Jodie Murphy, Ms. Jennifer Perry, Mrs. Belinda Reed, Mr. Rodney Sherman, Mrs. Kelly Varner, Mrs. Vicky Walters and Mr. Charles Weaver.

ANNOUNCEMENTS

- Mr. Slagle welcomed the guests to the Meeting.
- Mr. Slagle said an Executive Session would be held tonight immediately following the Work Session to discuss four Personnel Issues and one Student Issue.
- Mr. Slagle said the next Meeting will be the Combined Regular Work Session and the Regular Business Meeting on Monday, May 11, 2015.

PUBLIC COMMENT

Mr. Slagle said that Stacy Hannold, former Keystone graduate, competed in the Boston Marathon today.

REPORTS

- **Superintendent—Mr. Algoe reviewed:**
 1. Substitute Teacher coverage.
 2. High School Conference Table.
 3. Building & Grounds Priority List.
 4. 2014-15 Budget Forecast.

REPORTS (Continued)

- **Elementary—Mr. McCormick reviewed:**
 1. PSSA Testing is continuing. Would like to publicly thank Teachers and Students for their positive participation.
 2. Masonic Lodge will be presenting the CHIP Program.
 3. 5th & 6th Grade Awards Banquet will be held on May 6 for Honor Roll and Principal List students. Public congratulations to these students.

- **High School—Mrs. Walters reviewed:**
 1. Textbook Proposal.
 2. “Upfront” Magazine.
 3. Students Recognized:
 - A. Brandon Cooper, CCCC Student of the Quarter for Welding.
 - B. Maddie Johnson, PA Sports Writer Class A First Team All-State Basketball.
 - C. Cast, Crew, Directors, Band and KMA for the Musical, “Oklahoma.”
 - D. National Honor Society Inductees
 - E. PSSA and A/P Testing.
 - F. Alcohol Awareness Assembly.
 - G. Suicide Prevention Assembly.
 - H. Date Saver for Seniors Year-End Events was distributed.
 - I. Graduate Requirements for Seniors.

- **Athletic Committee:**
 1. Mr. Algoe presented a request for \$8,500 for an Additional Athletic Funds Transfer due to Transportation, Uniforms and County, Regional and State Playoffs.

- **Business Manager—Mr. Lauffer reviewed:**
 1. Mr. Lauffer reported that there have been issues with a new company, DEVNET, in preparing the Spring tax bills. He said that there may be issues with our bills in July, but the County Assessor’s Office is addressing these issues to the best of their ability.

- **PSBA Conference—Mrs. Thompson reviewed:**
 1. Mrs. Thompson reported on the PSBA Conference she attended yesterday and today. Issues she reviewed were education, taxes and legislators’ presentations.

DIALOGUE ITEMS

- Mr. Algoe reviewed the Letter of Retirement from Jacqueline Rhoads, Elementary Teacher, effective at the end of the 2014-15 School Year.
- Mr. Algoe reviewed the Letter of Resignation from Maura George, Paraprofessional, effective April 13, 2015.
- Mr. Algoe requested the Approval of Posting for a Paraprofessional.
- Mr. Algoe reviewed the Letter of Resignation from Michael Graham, Jr High Football Assistant Coach, effective immediately.
- Mr. Algoe requested the Posting and Advertising for a Jr. High Football Assistant Coach.
- Mr. Algoe requested the Approval of Posting for Summer Custodial Help.
- Mr. Algoe requested the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:
 1. Judy McCleary, Custodian
- Mr. Algoe requested the Approval of Posting for a Senior High Student Government Advisor.
- Mr. Algoe reviewed the 2013-14 Federal Single Audit and General Purpose Audit Report. He said No Findings were reported.
- Mr. Algoe reviewed the 2015-16 Supply Bids for Custodial & Maintenance, General & Art and Technology.
- Mr. Algoe reviewed the 2015-16 Proposed Clarion County Career Center Budget.
- Mr. Algoe requested the Approval of the Upcoming Professional Development:
 1. 5-5-2015: Youth Suicide Prevention/Non-Suicidal Self-Harm, Kittanning. Requested by Petula King, at a cost of \$19.50
- Mr. Algoe requested the Approval of Upcoming Field Trips:
 1. 5-5-2015: Envirothon Club to Jefferson County Fairgrounds. Requested by Pam Warner, at no cost to the District.
 2. 5-7-2015: Varsity Cheerleaders and Panther Peers to Special Olympics, Clarion. Requested by Conrad Warner, at no cost to the District.
 3. 5-14-2015: 2nd Grade to Progressive Agriculture Day at Clarion County Park. Requested by Kim Davis, using Student Funds of \$2 per person.

DIALOGUE ITEMS (Continued)

- Mr. Algoe requested the Approval of Upcoming Field Trips (Continued):
4. 5-22-2015: 3rd Grade to Living Treasures Animal Park, New Castle. Requested by Tim Zerbe, using Budgeted Monies and Student Contribution.
- Mr. Algoe reviewed the 2015-18 Special Education Plan.
- Mr. Algoe requested the Purchase of 2 AED's from LIFESERVERS at a net cost of \$2,450, with funds from Capital Reserve.
- Mr. Algoe reviewed the High School and Elementary Parking Lot Crack Sealing and Elementary Parking Lot Seal Coating Quotes:
 1. Terra Works: \$14,385.00
 2. Jefferson Paving: \$16,943.00
 3. Hager Paving, \$17,700.00His recommendation is for Terra Works.
- Mr. Algoe requested the Approval of Corinna Sternthal, as Cheerleading Volunteer Coach, pending proper completion of Clearances.
- Mr. Algoe requested the Approval of Teresa Woods as Van Driver, pending proper completion of Clearances.

An Executive Session was held from 7:45 P.M. until 8:05 P.M.

ADJOURNMENT

With no further business, the Meeting Adjourned at 7:44 P.M.

Respectfully submitted,

Vernon F. Lauffer
Board Secretary