

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
April 18, 2016**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, April 18, 2016 at 7:45 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. Tom Bowser, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

CONSIDERATION OF AGENDA

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

Additions:

- V.G. Consideration of the Approval of Hiring Chris Long for the following 2016-17 Co-Curricular Supplementals, pending proper completion of Personnel File Documentation and Clearances:
1. Stage Manager, High School
 2. Jr/Sr High Band Director
 3. Marching Band Director
 4. Jr/Sr High Choral Director
 5. Play Director
- V.H. Consideration of the Approval of Hiring Nicole Taydus for Girls' JV Volleyball Coach.
- V.I. Consideration of the Approval of Tyler Cotherman for Girls' JV and Varsity Volunteer Coach, pending proper completion of Clearances.
- V.J. Consideration of the Approval of Ryan Roddy for Girls' and Boys' Varsity Track and Field Volunteer Coach, pending proper completion of Personnel File Documentation and Clearances.
- VI. C. 6. Upcoming Field Trips:
5-22-2016: 6th Grade to Cleveland Aquarium. Requested by Michele Clover, using CATS Funds and Student Contributions.
- VI. H. Consideration of the Approval of an Exoneration from 2016 Per Capita Tax Request from Bernice McCoy.

Corrections:

- VI. A. Consideration of the Awarding of the Parking Lot Crack Filling for both the High School and Elementary School at a cost of \$7,927 and Parking Lot Seal Coating for the High School at a cost of \$7,876 to Terra Works.

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.

CONSENT AGENDA

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

□ **Minutes:**

- Approve the March 22, 2016 Regular Business Meeting Minutes*

□ **Financial Reports:**

- File the March, 2016 Board Summary for Audit*
- File the March, 2016 Liquid Cash and Investment Activity Analysis Report for Audit*
- File the March, 2016 Elementary School Student Activities Report for Audit*
- File the March, 2016 High School Student Activities Report for Audit*
- File the March, 2016 High School Student Athletics Report for Audit*
- File the March, 2016 Contingency Fund Detail Report for Audit*
- Approve the March, 2016 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
- Approve the March, 2016 Cafeteria Bills for payment as presented and located in Attachment C*
- Approve the March, 2016 Capital Reserve Bills for payment as presented and located in Attachment B*
- File the March, 2016 Cafeteria P&L for Audit*

□ **Written Reports:**

- Accept the February, 2016 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.

PERSONNEL (For Individual or Separate Consideration)

- Mr. Barrett made the Motion to GRANT TENURE to MEAGAN WHITE, effective April 2, 2016. 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. Beary made the Motion to APPROVE the HIRING of JUDY MCCLEARY as a FULL-TIME CUSTODIAN, effective April 19, 2016. 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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PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. Barrett made the Motion to APPROVE the Following Personnel Items:**
 - **POST for an ASSISTANT MARCHING BAND DIRECTOR.**
 - **ACCEPT THE RESIGNATION of JOHN PAUL SAMAY as 2nd ASSISTANT JR. HIGH FOOTBALL COACH.**
 - **POST and ADVERTISE for a 2nd ASSISTANT JR. HIGH FOOTBALL COACH.**

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 HIRING of two PART-TIME SUMMER CUSTODIALWORKERS for 29.75 hours per week at \$8.50 per hour. 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. Beary made the Motion to HIRE CHRIS LONG for the following CO-CURRICULAR SUPPLMENTALS for the 2016-17 School Year, pending proper completion of Personnel File Documentation and Clearances:**

- **Stage Manager, High School**
- **Jr/Sr High Band Director**
- **Marching Band Director**
- **Jr/Sr High Choral Director**
- **Play Director**

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 HIRE NICOLE TAYDUS for the GIRLS' JV VOLLEYBALL COACH. 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. Beary made the Motion to APPROVE TYLER COTHERMAN as GIRLS' JV and VARSITY VOLLEYBALL VOLUNTEER 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.**

PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ Mr. Beary made the Motion to APPROVE RYAN RODDY for GIRLS' and BOYS' VARSITY TRACK and FIELD VOLUNTEER 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.

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ Mr. Beary made the Motion to APPROVE the AWARDING of the PARKING LOT CRACK FILLING for both the High School and Elementary at a total cost of \$7,927 and PARKING LOT SEAL COATING for the High School at a cost of \$7,853 to Terra Works 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. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- ❑ Mr. Beary made the Motion to APPROVE the UPCOMING PROFESSIONAL DEVELOPMENT:

- 9/2016 through 4/2017: Secondary Transition Coordinator Meetings at IU 6. Requested by Jennifer Slaughaupt, at a cost of \$45.36, using 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. Barrett made the Motion to APPROVE the UPCOMING FIELD TRIPS:

- Different Days in May: Kindergarten to Knox Library, Fire Station and Post Office. Requested by Jenna Fink, at no cost to the District..
- 5-4-2016: Business Math Class Seniors to Carriage Inn. Requested by Kim Exley, at a cost of \$35 plus a Substitute Teacher for one period.
- 5-13-2016: Math Students to IUP Mathematics Competition. Requested by Bobbie Heller, using School Van with Budgeted Funds.
- 5-17-2016: 3rd Grade to Living Treasures Animal Park. Requested by Tim Zerbe, using Budgeted Funds and Student Contributions.
- 5-23-2016: Envirothon Club to Earth Day at Cook's Forest. Requested by Pam Warner, using Budgeted Funds.
- 5-25-2016: 6th Grade to Cleveland Aquarium. Requested by Michele Clover, using CATS Funds and Student Contributions.

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) (Continued)

- ❑ Mr. Barrett made the Motion to APPROVE the ARCHITECTURAL SERVICES for the Elementary School Window/Door Replacement with Amos Rudolph, Architect, at a cost of \$8,800. 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 2016-17 CAFETERIA OPERATIONS, as presented:
 - 2016-17 Budget.
 - Contract Renewal with the Nutrition Group.
 - Ala Carte Prices.
 - Breakfast and Lunch Prices.

2016-17 Prices:

Elementary		High School	
Reduced Student Breakfast	.30	Reduced Student Breakfast	.30
Paid Student Breakfast	1.30	Paid Student Breakfast	1.45
Reduced Student Lunch	.40	Reduced Student Lunch	.40
Paid Student Lunch	2.25	Paid Student Lunch	2.35
Adult Breakfast	1.95	Adult Breakfast	1.95
Adult Lunch	4.00	Adult Lunch	4.00

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 RETRO-ACTIVELY APPROVE the PIPE REPLACEMENT in the Elementary School Parking Lot Entrance to Ritner Pools for \$3,050.58 for labor and to Seigworth Road Supply for \$1,671.60 for pipe, using funds from Capital Reserve. 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 the HIGH SCHOOL CONDENSATE PUMP REPLACEMENT to Stellar Industrial for \$2,970.70 plus Shipping, using Funds from Capital Reserve. 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 EXONERATION for 2016 of Bernice McCoy for Per Capita Tax. 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.**

An Executive Session was held from 7:55 P.M. until 8:22 P.M.

ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:54 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