

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
September 19, 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, September 19, 2016 at 7:39 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, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick and Mr. Bradley Wagner.

**CONSIDERATION OF AGENDA**

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

**Additions:**

- V.F. Consideration of the Approval of Paul Flickner as Girls Junior High (B) Basketball Coach.
- V.G. Consideration of the Approval of Ethan Fleeger as Varsity Football Volunteer Coach.
- V.H. Consideration of the Approval of Jenna Caulfield as Girls' Varsity Soccer Volunteer Coach.
- V.I. Consideration of the Approval of Carly Wallock as Girls' Varsity, Junior Varsity and Junior High Basketball Volunteer Coach.
- V.J. Consideration of the Approval of Randall Weaver as Girls' Junior High Basketball Volunteer Coach.
- V.K. Consideration of the Approval of the Retirement Letter from Barb McGiffin, Custodian, effective December 31, 2016.

**Deletions:**

- IV.B.12. File the August, 2016 Cafeteria P&L Report for Audit.
- VI. B. Designate the General Fund Balance.

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:**

1. Approve the August 15, 2016 Regular Business Meeting Minutes\*

**CONSENT AGENDA** (Continued)

□ **Financial Reports:**

1. File the August, 2016 Board Summary for Audit\*
2. File the August, 2016 Liquid Cash and Investment Activity Analysis Report for Audit\*
3. File the August, 2016 Elementary School Student Activities Report for Audit\*
4. File the June, 2016 High School Student Activities Report for Audit\*
5. File the July, 2016 High School Student Activities Report for Audit\*
6. File the August, 2016 High School Activities Report for Audit\*
7. File the June, 2016 High School Athletic Report for Audit\*
8. File the July, 2016 High School Athletic Report for Audit\*
9. File the August, 2016 High School Athletic Report for Audit\*
10. Approve the August, 2016 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G\*
11. Approve the August, 2016 Cafeteria Bills for payment as presented and located in Attachment C\*
12. Approve the August, 2016 Capital Reserve Bills for payment as presented and located in Attachment B and E\*

□ **Written Reports:**

1. Accept the July, 2016 Northwest School Combine Report\*
2. Accept the IU Report\*
3. 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 APPROVE the FOLLOWING ITEMS:**

1. MARGARET PATTON as MENTOR for PATRICK BUSCH, High School Librarian.
2. JEFF DEITZ as CROSS COUNTRY ASSISTANT COACH, retroactive to August 25, 2016, pending proper completion of Personnel File Documentation and Clearances.
3. LYNNE DELANEY and BONNIE BIEHL, VAN DRIVERS.
4. RESIGNATION of TONYA STERNER from the 2.5 Hour Per Day CUSTODIAN POSITION.
5. POST for a 2.5 HOUR CUSTODIAN POSITION.
6. PAUL FLICKNER as GIRLS' JUNIOR HIGH (B) BASKETBALL COACH.
7. ETHAN FLEEGER as VARSITY FOOTBALL VOLUNTEER COACH.
8. JENNA CAULFIELD as GIRLS' VARSITY SOCCER VOLUNTEER COACH.

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**PERSONNEL (For Individual or Separate Consideration) (Continued)**

- ☐ **Mr. Barrett made the Motion to APPROVE the FOLLOWING ITEMS:**
- 9. CARLY WALLOCK as GIRLS' VARSITY, JUNIOR VARSITY and JUNIOR HIGH BASKETBALL VOLUNTEER COACH.**
  - 10. RANDALL WEAVER as GIRLS' JUNIOR HIGH BASKETBALL VOLUNTEER COACH.**
  - 11. RETIREMENT LETTER from BARB MCGIFFIN, CUSTODIAN, effective December 31, 2016, with regret.**

**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. K. Swartfager made the Motion to APPROVE the UPCOMING FIELD TRIPS:**
- 1. 9-29-2016: 1<sup>st</sup> Grade to Elk County Visitor Center. Requested by Nancy Daum, using Student Contribution and CATS Funds.**
  - 2. 11-3-2016: Math Competition Team to Clarion University. Requested by Dustin Kifer and Dan Reed, with no cost to the District**

**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 7:40 P.M. to 8:10 P.M.**

**ADJOURNMENT**

**With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:40 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**



