

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
February 8, 2016**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Work Session to order on Monday, February 8, 2016, 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. Randall R. Burr, Mrs. Trisha D. Dixon, Mr. John R. Slagle, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mr. Dustin L. Swartfager was absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

ANNOUNCEMENTS

- Mr. Slagle welcomed the guests to the Meeting.
- Mr. Slagle said the next Meeting will be the Regular Work Session on Monday, March 14, 2016. It will be held in the Elementary School Library beginning at 7 P.M.
- Mr. Slagle said a brief Executive Session would be held tonight immediately following the Work Session to discuss a Collective Bargaining Update and a Personnel Issue.

PUBLIC COMMENT

Mr. K. Swartfager said he became a grandfather for the third time today.

REPORTS

- **Superintendent—Mr. Algoe reviewed:**
 1. State Budget Impasse.
 2. Hosting IU6 Summer Program.
 3. Delay of Keystone Exams.
- **Elementary—Mr. McCormick reviewed:**
 1. Mobile Dentist visited Keystone Elementary on January 16 and 17.
 2. Incoming Kindergarten Class enrollment is 47 at this time.
 3. Parent Career Training Night will be held on March 10, 2016.

REPORTS (Continued)

- **High School---Mr. Wagner reviewed:**
 1. Athletic Activities and Honors.
 2. Choir and Band Events and Honors.

DIALOGUE ITEMS

- Mr. Algoe reviewed the 2016-17 School Calendar.
- Mr. Algoe reviewed the need to Post for a Custodian.
- Mr. Algoe reviewed the Technology Infrastructure Improvement E-Rate Project. He listed the four (4) general areas to be addressed:
 1. Component Replacement (switches and server).
 2. CAT6 Cabling at the High School.
 3. Wireless Access Point Installation at the High School.
 4. UPS Replacement.
- Mr. Algoe brought up for discussion the Transfer of Surplus from 2014-15 Operations (\$236,348) to Capital Reserve. Mr. K. Swartfager requested the “Cashed In” CD to be replaced, and Mr. Slagle requested the 2014-15 Surplus be transferred to Capital Reserve and invested in a CD.
- Mr. Algoe reviewed the Letter of Retirement from Barbara Witkowski, Instructional Technology Specialist, at the end of the 2015-16 School Year.
- Mr. Algoe requested the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:
 1. Bruce Weaver, Custodian.
 2. Pam Huffman, Paraprofessional and Secretary.
 3. Freda Hockenberry, Van Driver.
 4. Wilbur Lewis, Van Driver.
- Mr. Algoe requested the Upcoming Field Trips:
 1. 4-28-2016: 6th Grade to Career Center. Requested by Jennifer Wingard. No cost—as the Career Center will be paying for the transportation.
 2. 4-29-2016: 2nd Grade to Carnegie Science Center, Pittsburgh. Requested by Barb Hurst, using CAT Funds and Student Contribution.
 3. 5-3-2016: Envirothon Club to Envirothon Competition at the Jefferson County Fairgrounds. Requested by Pam Warner, using Budgeted Monies for One (1) Substitute Teacher and District Van.
 4. 5-13-2016: 5th Grade to Carnegie History Museum, Pittsburgh. Requested by 5th Grade Teachers, using Grant Money from Carnegie Museum, CATS Funds, Pencil Sales and Student Contribution.

DIALOGUE ITEMS (Continued)

- Mr. Algoe reviewed the 2nd Reading of the Following Policies:
 1. #115: Career and Technical Education.
 2. #137: Home Education Programs.
 3. #137.1: Extracurricular Participation by Home Education Students.
 4. #707: Amended Use of Facilities—as per Cafeteria Committee Recommendation. A new version will be presented in Thursday's Board Packet.

- Mr. Algoe reviewed the 1st Reading of the Following Policies:
 1. #212: Reporting Student Progress.
 2. #824: Maintaining Professional Adult/Student Boundaries.

- Mr. Algoe reviewed the Contract for Bus #13 GPS with Verizon.

- Mr. Algoe requested Nicole Taydus as Volunteer Girls' Varsity Softball Coach, pending proper completion of Clearances.

- Mr. Algoe requested Mike LaVan, Scott Rearick and Shawn Wingard as Volunteer Boys' Varsity Baseball Coaches, pending proper completion of Clearances.

ADJOURNMENT

With no further business, the Meeting adjourned at 7:52 P.M.

Respectfully submitted,

Vernon F. Lauffer
Board Secretary