

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
February 20, 2017**

**OPENING/ATTENDANCE**

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, February 20, 2017 at 7:41 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 and Mrs. Stacey I. Thompson. Mr. Dwayne E. VanTassel was absent. Also present were: Mr. Shawn Algoe, 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:**

- VI.D. 7. 5-3-2017: Third Grade to Shippenville Healthcare and Rehabilitation.  
Requested by Deb Filson, using funds from the Activities Fund.
- VI.G. Purchase Rugs for the Elementary and High School from Paris  
Cleaning for \$1,990, with Funds from Capital Reserve.

**Corrections:**

- VI.F.2 Add \$3,000 for Additional Drain, Alternate 1.

**Deletions:**

- IV.C.3 CCCC Report.

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; and Mrs. Thompson—yes. Motion carried 8-0.

**CONSENT AGENDA**

Mr. Beary made the Motion to APPROVE the CONSENT AGENDA as follows:

- Minutes:**

1. Approve the January 16, 2017 Regular Business Meeting Minutes\*

- Financial Reports:**

1. File the January, 2017 Board Summary for Audit\*
2. File the January, 2017 Liquid Cash and Investment Activity Analysis Report for Audit\*
3. File the January, 2017 Elementary School Student Activities Report for Audit\*
4. File the January, 2017 High School Student Activities Report for Audit\*
5. File the January, 2017 High School Student Athletics Report for Audit\*

**CONSENT AGENDA** (Continued)

□ **Financial Reports** (Continued):

6. File the January, 2017 Contingency Fund Detail Report for Audit\*
7. Approve the January, 2017 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G\*
8. Approve the January, 2017 Cafeteria Bills for payment as presented and located in Attachment C and H\*
9. File the January, 2017 Cafeteria P&L for Audit\*
10. Approve the January 2017 Capital Reserve Bills for payment as presented and located in Attachment B\*

□ **Written Reports:**

1. Accept the December, 2016 Northwest School Combine Report\*
2. Accept the IU 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; and Mrs. Thompson—yes. Motion carried 8-0.

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

□ Mr. Barrett made the Motion to Approve the Following Personnel Items:

1. RETIREMENT of KAREN KELLOGG, Crossing Guard, effective January 1, 2017, with regret.
2. REVISION DATE for RETIREMENT for SUSAN RADAKER, Confidential Payroll/Human Resources Secretary effective June 29, 2017.
3. POST and ADVERTISE for a CONFIDENTIAL PAYROLL/HUMAN RESOURCES SECRETARY.
4. POST and ADVERTISE for THREE ANTICIPATED ELEMENTARY TEACHER positions beginning with the 2017-18 School Year.
5. POST and ADVERTISE for an ANTICIPATED ELEMENTARY SPECIAL EDUCATION TEACHER beginning with the 2017-18 School Year.
6. LUMP SUM REQUESTS at the end of the 2016-17 School Year from:
  - a. Melanie Berkery
  - b. Steve Condon
  - c. Pam Ferringier
  - d. Linda Heath
  - e. Margaret Patton
7. ATHLETIC COMMITTEE RECOMMENDATIONS, pending proper Completion of Personnel File Documentation and Clearances:
  - a. NICOLE TAYDUS, Varsity Softball Assistant Coach.
  - b. DEVON EVERETT, Varsity Baseball Volunteer Coach.
  - c. TODD GRUBER, Varsity Softball Volunteer Coach.
  - d. EVAN WAGNER, Varsity Track & Field Volunteer Coach.
  - e. KACY LEWIS, Jr. High Girls' Volleyball Volunteer Coach.
  - f. JOE RUPERT, Varsity Football Volunteer Coach.

**REGULAR BUSINESS MEETING MINUTES  
FEBRUARY 20, 2017  
PAGE 3**

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

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; and Mrs. Thompson—yes. Motion carried 8-0.

**NEW BUSINESS (For Individual or Separate Consideration)**

- ❑ Mr. Beary made the Motion to APPROVE SHEILA REX and KAYLA BOLTZ as VAN DRIVERS. 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; and Mrs. Thompson—yes. Motion carried 8-0.
- ❑ Mr. Beary made the Motion to APPROVE the 2017-18 SCHOOL CALENDAR, as presented. 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; and Mrs. Thompson—yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to APPROVE the UPCOMING PROFESSIONAL DEVELOPMENT:
  1. 3-10-2017: School Nurse Conference, Clarion. Requested by Petula King, at a Cost of \$26.14, 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; and Mrs. Thompson—yes. Motion carried 8-0.
- ❑ Mr. Beary made the Motion to APPROVE the UPCOMING FIELD TRIPS:
  1. 3-30-2017: Four 6<sup>th</sup> Graders to Thermo Fisher K-Nex Challenge, Riverview IU 6. Requested by Amanda Phillips, using Pencil Sales Funds.
  2. 4-21-2017: 2<sup>nd</sup> Grade to Carnegie Science Center. Requested by Barb Hurst, using CATS Funds and Student Contributions.
  3. 5-20-2017: Envirothon Club to the Environment Competition at Jefferson County Fairgrounds. Requested by Matt Baker and Pam Warner, using Budgeted Funds.
  4. 5-16-2017: 3<sup>rd</sup> Grade to Living Treasurers Animal Park. Requested by Tim Zerbe, using Student Contributions.
  5. 5-18-2017: Seniors to PNC Park. Requested by Bill Irwin and Dustin Kifer, with Funds from Student Magazine Sales.
  6. 5-24-2017: 5<sup>th</sup> Grade to Carnegie Museum of Natural History. Requested by Amanda Kline, using Grant from Museum, CATS Funds, Student Contributions and Pencil Sales.
  7. 5-3-2017: Third Grade to Shippenville Healthcare and Rehabilitation. Requested by Deb Filson, using Funds from the Activities Fund.

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; and Mrs. Thompson—yes. Motion carried 8-0.

**REGULAR BUSINESS MEETING MINUTES  
FEBRUARY 20, 2017  
PAGE 4**

**NEW BUSINESS (For Individual or Separate Consideration) (Continued)**

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the ADDENDUM to EXTEND the SOURCE4TEACHERS AGREEMENT for July 1, 2017 through June 30, 2020. 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; and Mrs. Thompson—yes. Motion carried 8-0.**
- ❑ **Mr. Beary made the Motion to AWARD the BID for the HIGH SCHOOL PARKING LOT REPLACEMENT to HAGER PAVING in the amount of \$109,713. 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; and Mrs. Thompson—yes. Motion carried 8-0.**
- ❑ **Mr. Barrett made the Motion to AWARD the BID for the HIGH SCHOOL ROOF REPLACEMENT to SLIPPERY ROCK ROOFING in the amount of \$209,000 plus Alternate 1--\$3,000 Drain. 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; and Mrs. Thompson—yes. Motion carried 8-0.**
- ❑ **Mr. K. Swartfager made the Motion to APPROVE the PURCHASE of RUGS for the Elementary and High School from PARIS for \$1,990, 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; and Mrs. Thompson—yes. Motion carried 8-0.**

**ADJOURNMENT**

**With no further business, Mr. Barrett made the Motion to Adjourn the Meeting at 7:43 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; and Mrs. Thompson—yes. Motion carried 8-0.**

**Respectfully submitted,**

**Vernon F. Lauffer, Board Secretary**



