

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
April 10, 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, April 10, 2017 at 8:03 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 Mr. Dwayne E. VanTassel. Mrs. Stacey I. Thompson was absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman, Mr. Bradley Wagner and Mr. Charles Weaver.

**CONSIDERATION OF AGENDA**

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

**Additions:**

- V.E. Cafeteria Items.
- VI.B.2. Business Math Field Trip.
- VI.C. Elementary Office Flooring.
- VI.D. Custodial Summer Help.

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 Mr. VanTassel—yes. Motion carried 8-0.

**CONSENT AGENDA**

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

- **Minutes:**

1. Approve the March 20, 2017 Regular Business Meeting Minutes\*

- **Financial Reports:**

1. File the March, 2017 Board Summary for Audit\*
2. File the March, 2017 Liquid Cash and Investment Activity Analysis Report For Audit\*
3. File the March, 2017 Elementary School Student Activities Report for Audit\*
4. File the March, 2017 High School Student Activities Report for Audit\*
5. File the March, 2017 High School Student Athletics Report for Audit\*
6. File the March, 2017 Contingency Fund Detail Report for Audit\*
7. Approve the March, 2017 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A, D and G\*
8. Approve the March, 2017 Cafeteria Bills for payment as presented and located in Attachment C\*
9. File the March, 2017 Cafeteria P&L for Audit\*
10. Approve the March, 2017 Capital Reserve Bills as presented and located in Attachment B\*

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**CONSENT AGENDA (Continued)**

**□ Written Reports:**

- 1. Accept the January, 2017 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; and Mr. VanTassel—yes. Motion carried 8-0.**

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

**□ Mr. Barrett made the Motion to ACCEPT and APPROVE the LETTERS of RETIREMENT at the end of the 2016-17 School Year from the following Personnel, with regret:**

- 1. MELANIE BERKERY, ELEMENTARY SPECIAL EDUCATION TEACHER.**
- 2. STEVEN CONDON, ELEMENTARY SCHOOL TEACHER.**
- 3. PAM FERRINGER, ELEMENTARY SCHOOL TEACHER.**
- 4. MARGARET PATTON, SPANISH TEACHER**

**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 Mr. VanTassel—yes. Motion carried 8-0.**

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

**□ Mr. Beary made the Motion to APPROVE the REVISION of the 2017-18 SCHOOL CALENDAR. 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 Mr VanTassel—yes. Motion carried 8-0.**

- Mr. K. Swartfager made the Motion to APPROVE the UPCOMING FIELD TRIPS:**
- 1. 4/27/2017: Eighth Graders to Clarion University for Undergraduate Research Fair. Requested by Conrad Warner, at no cost to the District.**
  - 2. 5/11/2017: Business Math Class to The Carriage Inn. Requested by Kim Exley, using Funds from Contingency Fun.**

**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 Mr. VanTassel—yes. Motion carried 8-0.**

- Mr. Barrett made the Motion to APPROVE the ELEMENTARY OFFICE FLOORING as per quote from PARKER FURNITURE for \$2,769, 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; and Mr VanTassel—yes. Motion carried 8-0.**

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

- ❑ **Mr. K. Swartfager made the Motion to HIRE two CUSTODIANS for SUMMER HELP, pending proper completion of Personnel File Documentation and 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; and Mr. VanTassel—yes. Motion carried 8-0.**
- ❑ **Mr. Burr made the Motion to APPROVE the 2017-18 CAFETERIA ITEMS, as presented:**
- 1. Cafeteria Budget.**
  - 2. Nutrition Group Contract.**
  - 3. Lunch and Breakfast Meal Prices.**
  - 4. Ala Carte Cafeteria Prices.**
- 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 Mr. VanTassel—yes. Motion carried 8-0.**

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

- ❑ **Mr. Beary made the Motion to APPROVE the 2nd Reading of the Following Policies:**
- 1. #251: Homeless Students.**
  - 2. #255: Educational Stability for Children in Foster Care.**
  - 3. #710.1: Use of District-Owned and Personal Vehicles by Staff.**
- 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 Mr. VanTassel—yes. Motion carried 8-0.**
- ❑ **Mr. Barrett made the Motion to APPROVE the 1st Reading of the Following Policies:**
- 1. #249: Bullying/Cyberbullying.**
- 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 Mr. VanTassel—yes. Motion carried 8-0.**

**ADJOURNMENT**

**With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:07 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 Mr. VanTassel—yes. Motion carried 8-0.**

**Respectfully submitted,**

**Vernon F. Lauffer, Board Secretary**

