

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
December 11, 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, December 11, 2017 at 7 P.M. The Meeting was held in the Keystone Elementary School Library, 451 Huston Avenue, Knox, Pennsylvania. The Pledge of Allegiance was recited. 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 Thompson and Mr. Dwayne E. VanTassel. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

PUBLIC COMMENT

None.

ANNOUNCEMENTS

- Mr. Slagle said the next Meeting will be the Regular Work Session on Monday, January 8, 2018 at 7 P.M. in the Elementary School Library.

CONSIDERATION OF AGENDA

- Mr. Beary made the Motion to APPROVE the AGENDA as amended:

Deletions:

1. VII.C.2. 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

CONSENT AGENDA

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

- **Minutes:**

1. Approve the November 20, 2017 Regular Work Session Minutes*
2. Approve the November 20, 2017 Regular Business Meeting Minutes*
3. Approve the December 4, 2017 Reorganization Meeting Minutes*
4. Approve the December 4, 2017 Regular Work Session Minutes*

CONSENT AGENDA (Continued)

□ **Financial Reports (Continued):**

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

□ **Written Reports:**

1. Accept the October, 2017 Northwest School Combine Report*
2. 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. RESIGNATION LETTER from JOSH ALBRIGHT as WINTER WEIGHT ROOM COORDINATOR, effective immediately.
2. HIRING of TOM BOWSER as WINTER WEIGHT ROOM COORDINATOR, effective immediately.

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 RESIGNATION LETTER from TYRELL BEARY as FULL-TIME CUSTODIAN, effective December 12, 2017. 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 RETROACTIVELY APPROVE the POSTING and ADVERTISING for a FULL-TIME CUSTODIAN. 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. Barrett made the Motion to APPROVE the FOLLOWING ITEMS:**
- 1. PROCUREMENT of the High School LED LIGHT BULBS for RETROFIT From PIONEER ELECTRIC through the State Contract in the amount of \$50,805, with funds from Capital Reserve, and an expected Penelec Rebate of \$14,717.37.**
 - 2. PROCUREMENT of a new High School WALK-IN COOLER EVAPORATOR from ABC Plumbing & Heating at a cost of \$3,580, with funds from Capital Reserve.**
 - 3. PROCUREMENT of a High School PUBLIC ADDRESS/CLOCK SYSTEM from OPEN SYSTEMS, through PEPPM, at a cost not to exceed \$70,000, 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 RESOLUTION TO LIMIT TAX INCREASE TO INDEX in 2018, 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.**

- **Mr. Beary made the Motion to APPROVE the UPCOMING PROFESSIONAL DEVELOPMENT:**
- 1. 12/12/2017: Career Readiness Indicator Training, IU6. Requested by Jennifer Wingard, at a cost of \$10.**
 - 2. 12/15/2017: Clarion County SAP Fall District Council, Clarion. Requested by Petula King, at a cost of \$25.89, 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:**
- 1. 5/16/2018: Qualifying Seniors to PNC Park. Requested by Bill Irwin and Dustin Kifer, using funds from the Student Magazine Sales.**
 - 2. 5/23/2018: 4th Graders to Clear Creek State Park. Requested by Vicki Cotton, 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.

**REGULAR BUSINESS MEETING MINUTES
DECEMBER 11, 2017
PAGE 4**

POLICY (For Individual or Separate Consideration)

- **Mr. K. Swartfager made the Motion to APPROVE the 2nd READING of the FOLLOWING POLICIES, as presented:**
- 1. #103: Non-Discrimination in School and Classroom Practices.**
 - 2. #103.1: Non-Discrimination: Qualified Students with Disabilities.**
 - 3. #103: Non-Discrimination in Employment Practices.**
 - 4. #150: Title I Comparability of Services.**
 - 5. #918: Title I Parental Involvement.**

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.

ADJOURNMENT

- **With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:06 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**