

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
September 17, 2018**

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 17, 2018 at 7:42 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, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mrs. Trisha Dixon was absent. Also present were: Mr. Shawn Algoe, Mr. William Baughman, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

CONSIDERATION OF AGENDA

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

Additions:

- V.B. J.R. Rhoads as Girls' Jr High Basketball "A" Team Coach.
V.C. Mallory Reed as Girls' Jr High Basketball "B" Team Coach.
V.D. Kami Coursen as 11th Grade Advisor.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

CONSENT AGENDA

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

- Minutes:**

1. Approve the August 20, 2018 Regular Business Meeting Minutes*

- Financial Reports:**

1. File the August, 2018 Liquid Cash and Investment Activity Analysis Report for Audit*
2. File the August, 2018 Elementary School Student Activities Report for Audit*
3. File the July, 2018 High School Student Activities Report for Audit*
4. File the August, 2018 High School Student Activities Report for Audit*
5. File the August, 2018 High School Athletics Report for Audit*
6. Approve the August, 2018 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A, D and G*
7. Approve the August 20, 2018 Cafeteria Bills for payment as presented and located in Attachment C*
8. Approve the August, 2018 Capital Reserve Bills as presented and located in Attachments B and E*

CONSENT AGENDA (Continued)

❑ **Financial Reports** (Continued):

Written Reports:

1. Accept the July, 2018 Northwest School Combine Report*
2. Accept the Career Center Report*
3. Accept the IU Report*

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. Barrett made the Motion to APPROVE the LETTER of INTENT TO RETIRE from KIM PFAFF, SPEECH PATHOLOGIST, at the end of the 2018-19 School Year. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ Mr. Beary made the Motion to APPROVE the FOLLOWING PERSONNEL ITEMS, pending proper completion of Personnel File Documentation and Clearances:

1. J.R. Rhoads as Girls' Jr. High Girls' Basketball "A" Team Coach.
2. Mallory Reed as Girls' Jr. High Girls' Basketball "B" Team Coach.
3. Kami Coursen as 11th Grade Advisor.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ Mr. Barrett made the Motion to APPROVE the ADVERTISING for QUOTES for the 2018-19 SNOW PLOWING CONTRACT. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ Mr. Barrett made the Motion to APPROVE a FUND TRANSFER from GENERAL FUND to CAPITAL RESERVE of \$150,000. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

NEW BUSINESS (Continued)

- **Mr. Beary made the Motion to RESCIND the AWARD to ACME WELDING & CUSTOM FABRICATION for the Main Gym Lobby HANDICAPPED ACCESS RAMP at a cost of \$3,664.40. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

- **Mr. K. Swartfager made the Motion to APPROVE the UPCOMING FIELD TRIPS:**
 1. **10-4-2018: 1st Grade to Elk County Visitors' Center. Requested by Nancy Daum, using Student Contribution and CATS Funds.**
 2. **10-17-2018, 12-5-2018, 3-5-2019, and 4-24-2019: CCYC to Trinity Point and Park Inn for Conferences. Requested by Kami Coursen, at no cost to the District.**
 3. **11-5-2018: CCYC to SADD Conference, Seven Springs. Requested by Kami Coursen, at no cost to the District.**
 4. **11-8-2018: Mathematics Competition Team to CUP. Requested by Carly Wallock, using Budgeted Funds.**
 5. **11-16-2018: PMEA Chorus Fest. Requested by Barbi Milliron, using Budgeted Funds**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

POLICY (For Individual or Separate Consideration)

- **Mr. Beary made the Motion to APPROVE the 1st READING of the FOLLOWING POLICIES:**
 1. **#006: Meetings**
 2. **#108: Adoption of Textbooks**
 3. **#246: School Wellness**
 4. **#311: Reduction in Staff**
 5. **#704: Maintenance**
 6. **#806: Child Abuse**
 7. **#808: Food Service**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

An Executive Session was held from 7:45 P.M. until 8:09 P.M.

**REGULAR BUSINESS MEETING MINUTES
SEPTEMBER 17, 2018
PAGE 4**

ADJOURNMENT

- **With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:45 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

Respectfully submitted,

Vernon F. Lauffer, Board Secretary