

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
May 14, 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, May 14, 2018 at 8:32 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, Mrs. Stacey Thompson and Mr. Dwayne E. VanTassel. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Dan Cosper, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. J.P. Samay, Mr. Rodney Sherman and Mr. Bradley Wagner.

CONSIDERATION OF AGENDA

- ❑ Mr. Beary made the Motion to APPROVE the AGENDA with the ADDITIONS as presented in the following Minutes. 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. Beary made the Motion to APPROVE the CONSENT AGENDA as follows:

- ❑ **Minutes:**
 1. Approve the April 16, 2018 Regular Work Session Minutes*
 2. Approve the April 16, 2018 Regular Business Meeting Minutes*
- ❑ **Financial Reports:**
 1. File the April, 2018 Board Summary for Audit*
 2. File the April, 2018 Liquid Cash and Investment Activity Analysis Report for Audit*
 3. File the April, 2018 Elementary School Student Activities Report for Audit*
 4. File the April, 2018 High School Student Activities Report for Audit*
 5. File the April, 2018 High School Athletics Report for Audit*
 6. File the April, 2018 Contingency Fund Report for Audit*
 7. Approve the April, 2018 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A, D and G*

CONSENT AGENDA (Continued)

□ **Financial Reports:**

8. Approve the April, 2018 Cafeteria Bills for payment as presented and located in Attachment C*
9. Approve the April, 2018 Cafeteria P&L for Audit*
10. Approve the April, 2018 Capital Reserve Bills as presented and located in Attachment B*

□ **Written Reports:**

1. Accept the March, 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; 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. ANN SMITH, VAN DRIVER, pending proper completion of Clearances.
2. RESIGNATION OF PAUL FLICKNER as JR HIGH BASKETBALL TEAM A COACH and GIRLS' JV BASKETBALL COACH, effective immediately.
3. BILL IRWIN as ATHLETIC DIRECTOR for the 2018-19 School Year.
4. POST and ADVERTISE for a JV BASKETBALL COACH.
5. Retroactive Board Hiring of FOOTBALL COACH and CUSTODIAN based upon Committee Recommendation and Superintendent to Extend Offer of Hire.

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 NOMINATE STACEY THOMPSON as BOARD TREASURER for the 2018-19 School Year. Mr. VanTassel made the Motion to Close the Nominations. The voice vote to Close the Nominations 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—abstained and Mr. VanTassel—yes. Motion carried 8-0-1. The voice vote to Elect STACEY THOMPSON as BOARD TREASURER for 2018-19 is 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—abstained and Mr. VanTassel—yes. Motion carried 8-0-1.**

**REGULAR BUSINESS MEETING MINUTES
MAY 14, 2018
PAGE 3**

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 2018-19 KEYSTONE SCHOOL DISTRICT BUDGET FOR PUBLIC DISPLAY. 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 2018-19 ANNUAL HOUSEKEEPING ITEMS:**

1. Highmark Monthly Medical Insurance Rates (8.58% Increase)

PPO Blue	Individual	Parent/Child	Parent/Children	Husband/Wife	Family
46867-19	\$593.70	\$1469.46	\$1469.46	\$1653.29	\$1740.81
12696-83	\$593.70	\$1469.46	\$1469.46	\$1653.29	\$1740.81
12696-84	\$600.27	\$1485.32	\$1485.32	\$1671.50	\$1760.14
12696-23	\$614.19	\$1523.39	\$1523.39	\$1710.99	\$1800.33
12696-64	\$614.19	\$1523.39	\$1523.39	\$1710.99	\$1800.33
46867-35	\$642.96	\$1592.90	\$1592.90	\$1790.77	\$1885.01
12696-35	\$642.96	\$1592.90	\$1592.90	\$1790.77	\$1885.01
12696-60	\$621.76	\$1541.66	\$1541.66	\$1731.97	\$1822.59
12696-52	\$659.41	\$1634.34	\$1634.34	\$1836.74	\$1933.14
12696-53	\$665.02	\$1647.88	\$1647.88	\$1852.29	\$1949.65
12696-29	\$675.32	\$1674.00	\$1674.00	\$1881.10	\$1979.77
12696-43	\$698.14	\$1731.52	\$1731.52	\$1944.79	\$2046.45
12696-19	\$711.04	\$1763.88	\$1763.88	\$1980.87	\$2084.33

2. Delta Dental Contract for 2018-19 with Monthly Dental Rates:

Individual	Family
\$32.25	\$73.25

**REGULAR BUSINESS MEETING MINUTES
MAY 14, 2018
PAGE 4**

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

- ☐ **Mr. Barrett made the Motion to APPROVE the 2018-19 ANNUAL HOUSEKEEPING ITEMS (Continued):**

3. Vision Benefits of America Contract for 2018-19 with Monthly Vision Insurance Rates:

Individual	Family
\$6.05	\$14.75

4. Boston Mutual Life Contract with Life Insurance Rates for 2018-19: \$0.14/\$1,000 coverage.

5. Long-Term Disability Contract with Insurance Rates for 2018-19: \$0.23/\$100 Coverage.

6. Auditor—Local, Troese & Associates.

7. School Dentist, Dr. Myers.

8. School Physician, Dr. Carroll.

9. 2018-19 Source4Teachers Rates:

- | | |
|--|-----------------|
| a. Full Day Substitute Teacher | \$119.16 |
| b. Half Day Substitute Teacher | \$ 72.82 |
| c. Half Day Bldg Based Substitute Teacher | \$ 72.82 |

10. Lawn Mowing—Deibles (No Increase in Rate from prior Year—\$705 per Mowing).

11. 2018-19 Repositories for Funds, as follows:

- a. Farmer's National Bank**
- b. INVEST**
- c. PLGIT**
- d. PSDLAF**

12. Student Accident Insurance through AG Administrators at Parent Paid Cost.

13. 2018-19 Cafeteria Items, as presented:

- a. Nutrition Group Contract**
- b. Nutrition Group Budget**
- c. Breakfast/Lunch/Milk Prices**
- d. Ala Carte Prices**

**REGULAR BUSINESS MEETING MINUTES
MAY 14, 2018
PAGE 5**

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

- ❑ **Mr. Barrett made the Motion to APPROVE the 2018-19 ANNUAL HOUSEKEEPING ITEMS (Continued)**

14. 2018-19 Contract School Psychologist Rates:

Maple Drive Cons.	
ReEvals--No Testing	\$253.40
ReEvals—Testing	\$456.76
Gifted Testing	\$456.76
Initial Testing	\$456.76

Kris Glosser	
ReEvals--No Testing	\$391.75
Gifted Testing	\$391.75
Initial Testing	\$456.76

Christina Smith	
ReEvals--No Testing	\$253.40
Gifted Testing	\$391.75
Initial Testing	\$456.76

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

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 2018-19 BUTLER COUNTY COMMUNITY COLLEGE ENROLLMENT AGREEMENT, 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 LETTER of ENGAGEMENT for the PAYOFF of the CLARION COUNTY CAREER CENTER BONDS with Dinsmore & Shohl, LLP, 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.**

**REGULAR BUSINESS MEETING MINUTES
MAY 14, 2018
PAGE 6**

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

- ❑ **Mr. Barrett made the Motion to APPROVE the CHRI PROCEDURE MANUAL, 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 2018-19 MMS SUPPORT CONTRACT, 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. Barrett made the Motion to APPROVE the 2018-19 GUEST TEACHER CONSORTIUM BOARD RESOLUTION, 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. K. Swartfager made the Motion to APPROVE the EASEMENT ABANDONMENT and REALIGNMENT AGREEMENT with Knox Borough, as presented, pending Administration review and approval for the cement filling process. 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 PURCHASE of two (2) CLASSROOM SETS of DESKS from Virco at a cost of \$7,116 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. Barrett made the Motion to APPROVE the REVISION of the AWARD for CRACK FILLING/SEAL COATING to Terra Works, as awarded at the April 16, 2018 Business Meeting, from \$15,400 to \$19,400, 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.**

**REGULAR BUSINESS MEETING MINUTES
MAY 14, 2018
PAGE 7**

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

- **Mr. K. Swartfager made the Motion to APPROVE the END OF COURSE SKILLS TEST FORMS for 2018-19 for PENNDOT and ARIN IU 28 Driver's Education Program. 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 2018 GRADUATE LIST, pending proper completion of Graduation Requirements, as follows: DEVAN CHARLES ALTMAN, ONYCKA RAYNE BARKEFELT, KARLY RUTH BERKERY, KELSEY SUE BISH, CASSIDY CHEYENNE BLACK, CORRA LEE BLACK, AFTON NICOLE BOWSER, KATELYN MARIE BROWN, EMILY OLIVIA BURNS, MASON LEWIS BURNS, MAKENZIE KATHERINE BYERLEY, AUSTIN HARLEY CHAPMAN, BRAIDEN AUGUST COCHRAN, DARIN CHRISTOPHER COCHRAN, MATTHEW LEE COCHRAN, MICHEAL WILLIAM COTHERMAN, SIDNEY FRANCIS COTHERMAN, JESSICA ROSE COTTON, MACY CLAIRE DEFELICE, MAKAYLA NICOLE DITTMAN, SYDNEY MARIE EASTON, EDWARD RAYMOND EMERY, MACKENZIE BROOKE FERRINGER, JADYN NICOLE FORSYTHE, LILLY JANE GANOE, TAYLOR NICOLE GEER, KRISTA DANIELLE GREENAWALT, ABBIEGAIL MARY SUZANNE GREGORY, CHARITY AUTUMN MARIE HANNOLD, KENNETH WILLIAM HANNOLD, NATHAN LARUE HARTMAN, IAN JAMES HENRY, SAMUEL DEVON HEPLER, DANICA LYNN HURRELBRINK, CARISSA RUTH JANECEK, HANNAH REBEKAH JOHNSON, KYLE DEVON KAPP, JOSIAH LEE KLINE, PAUL WESLEY KRIEGER, ADAM JOSEPH LANDER, BRENNAN JAMES LAVAN, JENNIFER LYNN MACPHERSON, JORDAN BERNADINO MCCAULEY, JENNIFER ELIZABETH MCCONNELL, BAILEY CHARLES NICKERSON, NOAH JAMES FIAT NUGENT, MICHAEL THOMAS PRATT, GWENDOLN ANNASTACIA PRIMROSE, AUTUMN LEA RAPP, COREY ANDREW RAPP, KARLEE MADISON RENNINGER, RACHEL ANN RILEY, TESSA LEIGH ROBERTS, RYAN MICHAEL ROGERS, JOHN THOMAS RUNYAN, CAITLIN JESSICA SCHILL, DEVIN MICHAEL SHAFFER, NATHAN THOMAS SIMMONS, BECCA JANE SMITH, ISAIAH DOUGLAS SMITH, MICHAELA ANN STROTMAN, ASHTON CHRISTOPHER SULLINGER, ZACHARY PHILIP TANCRELL, RILEY JACOB TURTELTAUB, CLAIRE ELIZABETH WARNER, JASMINE MARIE WATKINS, RYAN WILLIAM WATSON, HUNTER MICHAEL WEAVER, ELIJAH JACOB WILLIAMS, RACHEL CLAIRE WILLIAMS and NATHANIEL AUSTIN WINGARD.**

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
MAY 14, 2018
PAGE 8**

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

- ❑ **Mr. Barrett made the Motion to APPROVE the 2018-19 VARSITY SPORTS TICKET PRICES:**

1. **Adults: \$5 (\$1 Increase)**
2. **Students: \$3 (No Increase)**
3. **Seniors: \$2 (No Increase)**

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 RESOLUTION to PAY OFF the CLARION COUNTY CAREER CENTER BONDS. 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 a 2-HOUR EARLY DISMISSAL FOR STUDENTS and STAFF on June 1, 2018, the last day of school. 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 EXPULSION OF STUDENT “B”. 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.**

POLICY (For Individual or Separate Consideration)

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 1st READING of the FOLLOWING POLICIES:**

1. **#105: Curriculum**
2. **#138: Language Instruction Educational Program for English Learners.**
3. **#239: Foreign Exchange Students**
4. **#906: Public Complaint Procedures**
5. **#918: Title I Parent and Family Engagement**

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
MAY 14, 2018
PAGE 9**

ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:42 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