

**Keystone School District  
Knox, Pennsylvania  
Regular Work Session Minutes  
February 12, 2018**

**OPENING/ATTENDANCE**

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Work Session to order on Monday, February 12, 2018 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 I. 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.

**ANNOUNCEMENTS**

- ❑ Mr. Slagle made an introduction of guests.
- ❑ Mr. Slagle said the next scheduled Meeting would be the combined Regular Work Session and Business Meeting on Monday, March 19, 2018 at 7 P.M. in the Elementary School Library.
- ❑ Mr. Slagle said an Executive Session would be held immediately after tonight's Business Meeting to discuss one (1) Personnel Item.

**PUBLIC COMMENT**

None.

**REPORTS**

- ❑ **Superintendent—Mr. Algoe reviewed:**
  1. LED Lightbulb Replacement.
  2. High School Clock Replacement.
  3. Fire Extinguisher Replacement.
  4. Elementary School E-rate Project.
  5. Governor Wolf's Budget Address.
  6. Presentation to Mr. Wagner for the Keystone High School Recognition for the top 100 High Schools in PA/U.S.
- ❑ **Elementary Principal—Mr. McCormick reviewed:**
  1. Kindergarten Enrollment for 2018-19.
  2. Piano Replacement.
  3. Robotics Program.

**REPORTS (Continued)**

- **High School Principal—Mr. Wagner reviewed:**
  1. Student Corra Black was selected for Regional Band.
  2. Students to Regional Chorus: Mason Burns, Ethan Heeter and Adam Lander.
  3. High School Musical, *Little Shop of Horrors*, will be held March 15, 16 and 17, 2018.
  4. Music Trip to New York City is March 22 to March 24, 2018.
  5. Competition Cheerleaders at States finished in 8<sup>th</sup> place.
  6. *Hoops for Hope* was held at Clarion High School on January 29, 2018.
  7. Other Athletics.
  8. National Honor Society Blood Drive will be held here on May 25, 2018.

**DIALOGUE ITEMS**

- Mr. Algoe reviewed the Letter of Resignation from Jamie Weeter, High School Cafeteria Monitor, effective February 2, 2018.
- Mr. Algoe requested the Retroactive Approval to Post and Advertise for a High School Cafeteria Monitor.
- Mr. Algoe requested the Hiring of Kayla McConnell as High School Cafeteria Monitor, at 2.5 hours per day, pending proper completion of Personnel File Documentation and Clearances.
- Mr. Algoe reviewed the Letter of Resignation from Carolyn Thompson, Elementary Crossing Guard, effective November 29, 2017.
- Mr. Algoe reviewed the Intent to Retire Letter from Rebecca Ritchey, Custodian.
- Mr. Algoe requested the Approval of Billy Wolfe, Van Driver, pending proper completion of Clearances.
- Mr. Algoe requested the Purchase of Bulbs for Keystone Elementary Retrofit from Pioneer Electric through the State Contract in the amount of \$51,583.30 with funds from Capital Reserve, and an expected Penelec Rebate of \$11,841.50. *Mr. Slagle requested this Item be added to Tonight's Business Meeting Agenda.*
- Mr. Algoe requested the Upcoming Field Trips:
  1. 2/16/2018: Spanish II to Cozumel Restaurant in Clarion. Requested by Rachel de Paz. Students would pay for meals and District to pay for transportation.
  2. 4/11/2018: Driver's Education Students to Safe Driving Competition in Brookville. Requested by Brigette Rivers, at no cost to the District.
  3. 4/20/2018: 2<sup>nd</sup> Grade to Carnegie Science Center in Pittsburgh. Requested by Barb Hurst, using CATS Funds and Student Contribution.
  4. 4/24/2018: 6<sup>th</sup> Grade to Career Center. Requested by Jen Wingard, at no cost to the District.

**DIALOGUE ITEMS (Continued)**

- **Mr. Algoe requested the Upcoming Professional Development:**
  1. **2/11/2018: National Security Briefing for Teachers, Pittsburgh. Requested by Brett Vaughn and Conrad Warner at a cost of \$125.46, using Budgeted Funds of \$70 and Non-Budgeted Funds of \$55.46.**
  
- **Mr. Algoe requested the 2<sup>nd</sup> Reading of the Following Policies:**
  1. **#302: Employment of Superintendent/Assistant Superintendent.**
  2. **#311: Reduction of Staff.**
  3. **#808: Food Services.**
  4. **#819: Suicide Awareness, Prevention and Response.**
  
- **Mr. Algoe reviewed the Athletic Committee Recommendations:**
  1. **Resignation of John Schultz as Boys' Varsity Soccer Head Coach.**
  2. **Post and Advertise for a Boys' Varsity Soccer Head Coach.**
  3. **Ashley Custer as Girls' JV Volleyball Coach, pending proper completion of Personnel File Documentation and Clearances.**
  4. **Erin Norton as Volunteer Varsity Volleyball Coach, pending proper completion of Clearances.**
  5. **Kaci Weaver as Volunteer Varsity Volleyball Coach, pending proper completion of Clearances.**
  6. **Justin McGinley as Volunteer Varsity Baseball Coach, pending proper completion of Clearances.**
  7. **Caleb Wilson as Volunteer Varsity Baseball Coach, pending proper completion of Clearances.**

**ADJOURNMENT**

With no further business, the Meeting was adjourned at 7:32 P.M.

Respectfully submitted,

Vernon F. Lauffer  
Board Secretary