

**Keystone School District  
Knox, Pennsylvania  
Regular Work Session Minutes  
March 19, 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, March 19, 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 and Mrs. Stacey I. Thompson. Mr. Dwayne E. VanTassel was absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Dan Cospers, Mrs. Heather Cospers, Mr. Vernon Lauffer, Mr. Michael McCormick, Mrs. Rebekah Nellis, 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, April 16, 2018 at 7 P.M. in the Elementary School Library.
- ❑ Mr. Slagle said an Executive Session would be held immediately after tonight's Work Session to discuss one (1) Student Issue.

**PUBLIC COMMENT**

None.

**REPORTS**

- ❑ **Superintendent—Mr. Algoe reviewed:**
  1. Lighting in the Gymnasium.
  2. Senate Bill 2.
- ❑ **Elementary Principal—Mr. McCormick reviewed:**
  1. New Elementary Piano.
  2. New Elementary Stage Curtain, at a cost of \$8,325 from Student Activities.
  3. Annual Kindergarten Parent Night—45 Students.

**REPORTS (Continued)**

- **High School Principal—Mr. Wagner reviewed:**
  1. Corra Black participated in PMEA Regional II Band.
  2. Mason Burns, Ethan Heeter and Adam Lander participated in Region II Chorus
  3. Emily Burns, Brandon Pierce and Emma Weaver participated in District III Jazz Band.
  4. Musical, *Little Shop of Horrors*, just completed.
  5. Concert Band Adjudication will be held at Clarion on March 20, 2018.
  6. Spring Instrumental Concert will be May 9, 2018.
  7. District III Band Fest will be held here on May 11, 2018.
  8. Spring Choral Concert will be held May 17, 2018.
  9. Tyler VanTassel participated in the Regional Wrestling Tournament.
  10. Both Boys and Girls' Basketball Teams participated in the District 9 Playoffs.
  11. National Honor Society Induction will be March 2, 2018.
  12. Alumni Benefit Basketball Game will be held on Friday, April 6, 2018.
  13. PSSA will be administered April 9 through 23, 2018.
  14. National Honor Blood Drive is rescheduled for May 25, 2018.
  15. Commencement is tentatively scheduled for Friday, June 1, 2018.

**DIALOGUE ITEMS**

- Mr. Algoe reviewed the Letter of Retirement from Robert Simmons, Industrial Arts Teacher, at the end of the 2017-18 School Year.
- Mr. Algoe requested to Post and Advertise for the Technology Education Teacher position.
- Mr. Algoe reviewed the Letter of Retirement from Karen Dittman, Paraprofessional, at the end of the 2017-18 School Year.
- Mr. Algoe requested Dave Everett as Baseball Volunteer Coach.
- Mr. Algoe requested the 2018 Lump Sum Requests from:
  1. Fred Carrow
  2. Kami Coursen
  3. Rob Simmons
- Mr. Algoe reviewed the Declaring of the Varsity Football Head Coach position Vacant.
- Mr. Algoe requested the Posting and Advertising for the Varsity Football Head Coach position.

**DIALOGUE ITEMS (Continued)**

- **Mr. Algoe reviewed the 2018-19 Riverview Intermediate Unit General Operating Budget of \$1,349,969, with Keystone School District's contribution of \$13,060.**
- **Mr. Algoe requested the Advertising for the 2018-19 General & Art Supply Bid.**
- **Mr. Algoe requested the Upcoming Professional Development:**
  1. **3/21/2018: SAP Spring Update at SMI in Strattanville. Requested by Petula King at a cost of \$27.50, using Budgeted Funds.**
  2. **4/18/2018: Slippery Rock Mini Convention at Slippery Rock University. Requested by Brigitte Rivers and Terrie Shaw at a cost of \$73.60, using Budgeted Funds.**
- **Mr. Algoe requested the Upcoming Field Trips:**
  1. **4-20-2018: Envirothon Club to Cook Forest Earth Day. Requested by Pam Warner, at no cost to the District.**
  2. **5-2-2018: Envirothon Club to Enviro Competition at Jefferson County Fairgrounds. Requested by Pam Warner, using Budgeted Funds.**
  3. **5-4-2018: 5<sup>th</sup> Grade and Guidance to Clarion University. Requested by Autumn Marshall, using Budgeted Funds, Pencil Sale Funds and Student Contribution.**
  4. **5-21-2018: 5<sup>th</sup> Grade to Carnegie Museum of Natural History. Requested by 5<sup>th</sup> Grade Teachers, using Grant Funds from Carnegie, CATS Funds, Student Contribution and Pencil Sales Funds.**
  5. **5-24-2018: 6<sup>th</sup> Grade to Cleveland Aquarium. Requested by Michele Clover, using CATS Funds and Student Contribution.**
  6. **5-25-2018: 3<sup>rd</sup> Grade to Living Treasures Animal Park in New Castle. Requested by Tim Zerbe, using Student Contribution.**
  7. **5-30-2018: Kindergarten to Farmer's Inn. Requested by Kim Riley, using CATS Funds and Student Contribution.**
  8. **11-11-2018 to 11-15-2018: Senior Class to Washington, D.C. Requested by Dustin Kifer and Bill Irwin, using Student Contribution, Magazine Sale Funds, Senior Class Student Activity Funds and Possible Contributions from Various Outside Agencies.**
  9. **4/9/2018: Spanish I and II to Carnegie Music Hall and Mallorca Restaurant in Pittsburgh. Requested by Rachel Paz, using Student Government Scholarships, Principal Contingency Fund and Student Contribution.**
- **Mr. Algoe reviewed the Solicitor Rates, effective January 1, 2018:**
  1. **\$165 Per Hour: General Counsel.**
  2. **\$215 Per Hour: Union Negotiations and Personnel Issues.**

**DIALOGUE ITEMS** (Continued)

- **Mr. Algoe reviewed the Building and Grounds Upcoming Projects:**
  1. **Erate Project:**
    - a. **Cabling & Equipment Install—Logicalis—\$74,765.**
    - b. **Equipment—Connectivity—\$38,445.**
    - c. **After Erate Rebate, the Net District Cost is \$40,715.03.**
  2. **Additional LED Bulb Purchase, 204 Bulbs, for the High School from Pioneer Electric.**
  3. **NEC Phone System Update—Red Horizons—\$3,475 (5% Reduction of \$173.75 if Both Projects).**
  4. **Two-Way Phone Communication in Elementary—Red Horizons—\$7,580 (5% Reduction of \$379 if Both Projects).**
  5. **Flooring Proposal for Entryway Carpet Tile—Parker Furniture—\$7,990.**
  6. **Classroom Door Security Screens—Kane Innovations—\$20,000—pending Co-Stars Approval.**
  7. **High School Chair Lift—Schindler Elevator Corp—\$32,764 plus \$4,915 (15%) for a total of \$37,679.**
  
- **Mr. Algoe requested the 2017-18 Budget Transfer for \$130,000 to cover Buildings & Grounds Projects from General Fund to Capital Reserve.**
  
- **Mr. Algoe reviewed and requested Concrete Pad for Javelin Runway from Assigned General Fund Balance—Heeter Enterprises—\$10,600.**
  
- **Mr. Algoe reviewed Other Pending Projects:**
  1. **High School Roof Drain Over Library.**
  2. **High School Copy Room Door Drain.**
  3. **Crack Filling and Seal Coating.**
  4. **High School Trainer’s Room Door and Auditorium Door.**
  5. **AED’s in Elementary and High School.**
  6. **High School Camera/Microphone System.**
  7. **Elementary Stage Curtain.**
  8. **High School Sound System.**
  
- **Mr. Algoe requested the Purchase of an Elementary Piano from Valley Piano at a cost of \$6,877.75 from Capital Reserve.**
  
- **Mr. Algoe reviewed the Letter of Retirement from Linda Heath, Elementary Language Arts Teacher, effective January, 2019.**

**An Executive Session was held from 7:50 P.M. until 8 P.M.**

**ADJOURNMENT**

**With no further business, the Meeting adjourned at 8 P.M.**

**Respectfully submitted,**

**Vernon F. Lauffer, Board Secretary**