

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
June 19, 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, June 19, 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 I. Thompson and Mr. Dwayne E. VanTassel. Also present were: Mr. Shawn Algoe, Mr. Vernon Lauffer, Mr. Michael McCormick and Mr. Rodney Sherman.

**ANNOUNCEMENTS**

- ❑ Mr. Slagle made an introduction of Guests.
- ❑ Mr. Slagle said the next scheduled Meeting will be the Combined Regular Work Session and Regular Business Meeting on Monday, July 17, 2017. The Meeting will be held in the Elementary School Library beginning at 7 P.M.
- ❑ Mr. Slagle said an Executive Session would be held immediately following the Public Comment Section of the Agenda to discuss one (1) Personnel Item.

**PUBLIC COMMENT**

None.

**An Executive Session was held from 7:05 P.M. until 7:14 P.M.**

**REPORTS**

Mr. Lauffer reviewed an offer by C&K Coal Company to purchase the Mineral Rights for Property in Repository located in Licking Township. After Board discussion, Mr. Slagle said this Item will be added to tonight's Agenda for Consideration.

**CONSIDERATION OF AGENDA**

- ❑ Mr. Beary made the Motion to Approve the Agenda as amended:  
**Additions:**
  - IX. F. 2017-18 Non-Bargaining Salaries and Wages, as presented.
  - X.G. Awarding Emergency Athletic Practice Field Repairs to R.J. Corcetti, Corp., in the amount of \$19,240 from Capital Reserve.
  - X.H. Offer/Bid in the amount of \$655 to Clarion County for Mineral Rights in Repository.

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**CONSIDERATION OF AGENDA (Continued)**

□ **Mr. Beary made the Motion to Approve the Agenda as amended (Continued):**

**Deletions:**

**IX. C.1. Hiring of Logan Robb as Jr High Football Assistant Coach.**

**The 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 May 15, 2017 Regular Business Meeting Minutes\***
- 3. Approve the June 12, 2017 Regular Work Session Minutes\***

□ **Financial Reports:**

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

□ **Written Reports:**

- 1. Accept the April, 2017 Northwest School Combine Report\***
- 2. Accept the IU Report\***
- 3. 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 Retroactively Approve the Posting for the Following Mentor Positions:**

- 1. Two Elementary Teachers.**
- 2. One Elementary Learning Support Teacher.**
- 3. One High School Spanish Teacher.**

**PERSONNEL (For Individual or Separate Consideration) (Continued)**

- ❑ **Mr. Barrett made the Motion to Retroactively Approve the Posting for the Following Mentor positions (Continued):**  
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 Following Mentors for New Teachers for the 2017-18 School Year::**
  1. SUE SHANER for MONICA MULLEN, Elementary Teacher.
  2. AMBER HUBLER/MATT CLARK, (Co-Mentors) for JENNIFER SHELLEY, Elementary Learning Support Teacher.
  3. FRANKI SHEATZ for RACHEL CLARK de PAZ, Spanish Teacher.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 Following Football Coach Positions, pending proper completion of Personnel File Documentation and Clearances:**
  1. JOSH MILLER, Varsity Football Volunteer Coach.
  2. AUSTIN ION, Varsity Football Volunteer Coach.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 2017-18 CO-CURRICULAR SUPPLEMENTAL SCHEDULE, 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 2017-18 EXTRA-CURRICULAR SUPPLEMENTAL SCHEDULE, 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 2017-18 NON-BARGAINING SALARIES & WAGES, 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.**

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

- ❑ **Mr. Barrett made the Motion to Approve the 2017-18 Riverview Intermediate Unit GUEST TEACHER CONTRACT at a cost of \$625. 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. Slagle made the Motion to Approve the 2017-18 BUDGET as follows:**

<b>1. Real Estate Tax Millage Rate</b>	<b>51.587</b>
<b>2. Occupation Tax Millage Rate</b>	<b>300</b>
<b>3. Per Capita Flat Rate</b>	<b>\$10</b>
<b>4. Earned Income Tax Rate</b>	<b>.5%</b>
<b>5. Real Estate Transfer Realty Rate</b>	<b>.5%</b>
<b>6. Expenditures Total</b>	<b>\$15,952,374</b>
<b>7. Revenue Total</b>	<b>\$15,952,374</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.**

- ❑ **Mr. Barrett made the Motion to Approve the 2017-18 HOMESTEAD/FARMSTEAD EXCLUSION 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. Barrett made the Motion to Approve a Tax Reimbursement Request from JANET HUFFMAN in the amount of \$120. 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 Following UPCOMING FIELD TRIPS:**

- 1. 9/12/17: 4<sup>th</sup> Grade to Butler County Community College. Requested by Autumn Marshall, using Budgeted Funds.**
- 2. 10/31/17: 1<sup>st</sup> Grade to Elk County Visitor Center. Requested by Nancy Daum, using Student Contribution and Budgeted Money.**
- 3. 5/2/18 to 5/4/18: 9<sup>th</sup> Grade to Harrisburg, Philadelphia and Gettysburg. Requested by Greg Heath, using Coupon Booklet Sales, Two Pizza Sales and Student Contribution.**
- 4. 9/27/17: Gem to Scrabble Competition and Speech Training at IU6. Requested by Nicole Gorog at no cost to the District.**
- 5. 11/1/17: Gem to World of Wonders at IU6. Requested by Nicole Gorog, at no cost to the District.**

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

- **Mr. K. Swartfager made the Motion to Approve the Following UPCOMING FIELD TRIPS (Continued)**
  6. **11/21/17: Gem to Chess Tournament at IU6. Requested by Nicole Gorog, at no cost to the District.**
  7. **12/7/17: Gem to Edge of Extinction at IU6. Requested by Nicole Gorog, at no cost to the District.**
  8. **12/14/17: Gem to Linguishtiks at IU6. Requested by Nicole Gorog, at no cost to the District.**
  9. **2/5/18 (Snow Date is 2/6/18): 4<sup>th</sup> to 6<sup>th</sup> Graders to Spelling Bee at The Clarion Mall. Requested by Nicole Gorog, at no cost to the District.**
  10. **3/20/18: Gem to Equations at IU6. Requested by Nicole Gorog, at no cost to the District.**
  11. **5/8/18: Gem to Math 24 at IU6. Requested by Nicole Gorog, at no cost to the District.**
  12. **5/11/18: Gem to Niagara Falls, New York. Requested by Nicole Gorog, using Fundraisers and Student Contribution.**

**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 Purchase of a KUBOTA RTV for Athletics at a cost of \$10,877, including a 2-Year Warranty, through Costars from Dotterer Equipment, 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 Award the EMERGENCY ATHLETIC PRACTICE FIELD REPAIRS to R.J. Corcetti Corporation in the amount of \$19,240, 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. Barrett made the Motion to Approve the Offer/Bid from C&K Coal Company to purchase the MINERAL RIGHTS for Property in Repository located in Licking Township. The voice vote is recorded as follows: Mr. Barrett—no; Mr. Beary—no; Mr. Burr—no; Mrs. Dixon—no; Mr. Slagle—no; Mr. D. Swartfager—no; Mr. K. Swartfager—no; Mrs. Thompson—no; and Mr. VanTassel—no. Motion defeated 0-9.**

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**POLICY (For Individual or Separate Consideration)**

- ❑ **Mr. K. Swartfager made the Motion to Approve the 2<sup>nd</sup> READING of POLICY #203: IMMUNIZATIONS and COMMUNICABLE DISEASE. 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 2<sup>nd</sup> READING of POLICY #246: STUDENT WELLNESS. 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 7:32 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**