

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
August 20, 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, August 20, 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 Mr. Dwayne E. VanTassel. Mrs. Stacey Thompson was absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon Lauffer and Mr. Rodney Sherman.

**ANNOUNCEMENTS**

- ❑ Mr. Slagle said there will be an Executive Session immediately following the Meeting to review one Student Issue and one Personnel Issue.
- ❑ Mr. Slagle said the next Meeting will be the Combined Regular Work Session and Regular Business Meeting on Monday, September 17, 2018 at 7 P.M. in the Elementary School Library.
- ❑ Mr. Algoe reported on the Following Issues:
  1. School Physical Plant:
    - a. Security Screens from Kane Innovations at \$6,600.
    - b. Coal Dock Fencing from Penn Fencing at \$7,154.76.
  2. School Psychologist.

**PUBLIC COMMENT**

None.

**CONSIDERATION OF AGENDA**

- ❑ Mr. Beary made the Motion to APPROVE the AGENDA with the ADDITIONS, DELETIONS and CHANGES as follows:

**Additions:**

V. C.	Superintendent Report.
IX. E.	Approval of the 2018-19 Affordable Care Act Agreement.
IX. F.	Appointment of Shawn Algoe to serve as School Safety & Security Coordinator.
IX. C. 5.	Security Screens from Kane Innovations at \$6,600.
IX. C. 6.	Coal Dock Fencing from Penn Fencing at \$7,154.76.

**CONSIDERATION OF AGENDA** (Continued)

- **Mr. Beary** made the Motion to APPROVE the AGENDA with the ADDITIONS, DELETIONS and CHANGES as follows (Continued):

**Deletions:**

**VII. B. 4. July, 2018 High School Student Activities Report.**

**Changes:**

**IX.C.3. \$10,000 from General Fund.**

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; and Mr. VanTassel—yes. Motion carried 8-0.

**CONSENT AGENDA**

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

□ **Minutes:**

1. Approve the July 16, 2018 Regular Work Session Minutes\*
2. Approve the July 16, 2018, 2018 Regular Business Meeting Minutes\*
3. Approve the August 13, 2018 Regular Work Session Minutes\*

□ **Financial Reports:**

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

□ **Written Reports:**

1. Accept the June, 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; and Mr. VanTassel—yes. Motion carried 8-0.

**REGULAR BUSINESS MEETING MINUTES  
AUGUST 20, 2018  
PAGE 3**

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

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the GRANTING of TENURE to the Following Teachers:**

- 1. JENNIFER POTTER—August 8, 2018.**
- 2. AMY GOLDTHWAITE—August 11, 2018.**
- 3. CARLY WALLOCK—August 24, 2018.**

**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; and Mr. VanTassel—yes. Motion carried 8-0.**

- ❑ **Mr. Beary made the Motion to APPROVE DAVE EVERETT as a MENTOR for TOM CRUMLISH. 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; and Mr. VanTassel—yes. Motion carried 8-0.**

- ❑ **Mr. Barrett made the Motion to APPROVE the HIRING of JULIE HOOK as a FULL-TIME CUSTODIAN, pending proper completion of Personnel File Documentation and Clearances, effective August 21, 2018. 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; and Mr. VanTassel—yes. Motion carried 8-0.**

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

- 1. HIRING of HARTFORD HARTZELL as a SUBSTITUTE CUSTODIAN.**
- 2. HIRING of KACY LEWIS as GIRLS' BASKETBALL VARSITY ASSISTANT/JV HEAD COACH.**
- 3. HIRING of ALEXANDRIA BEARFIELD as CO-ED-COMPETITIVE SPIRIT/CHEERLEADING VARSITY ASSISTANT COACH.**
- 4. AURIE WEAVER as JR. HIGH FOOTBALL VOLUNTEER COACH.**
- 5. ANDY SLAUGENHAUPT as JR. HIGH FOOTBALL VOLUNTEER COACH.**
- 6. DAN COSPER as JR. HIGH FOOTBALL VOLUNTEER COACH.**
- 7. MILDRED WHITMORE as VAN DRIVER for WHITMORE BUSING, LLC.**
- 8. RESIGNATION of JOSH ALMES as MARCHING BAND ASSISTANT, effective immediately.**
- 9. HIRING of JULIE LANDER as MARCHING BAND ASSISTANT.**
- 10. POSTING and ADVERTISING for a LONG-TERM SUBSTITUTE for an ENGLISH TEACHER Position.**

**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; and Mr. VanTassel—yes. Motion carried 8-0.**

**REGULAR BUSINESS MEETING MINUTES  
AUGUST 20, 2018  
PAGE 4**

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

- **Mr. Beary made the Motion to APPROVE the 3-Year AGREEMENT with ATLANTIC BROADBAND for PRI PHONE SERVICE, 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; and Mr. VanTassel—yes. Motion carried 8-0.**

- **Mr. K. Swartfager made the Motion to APPROVE the INVESTMENTS PROCESS, as follows:**

1. **Farmers National Bank—\$4,629,232—7/24/2018—54 months—3%.**
2. **CCCB—\$500,000—8/14/2018—59 months—3%.**

**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; and Mr. VanTassel—yes. Motion carried 8-0.**

- **Mr. Barrett made the Motion to APPROVE the FOLLOWING BUILDINGS & GROUNDS PROJECTS, with Funds from Capital Reserve, except as voted in #3:**

1. **MAIN GYM LOBBY HANDICAPPED ACCESS RAMP RAILING from ACME WELDING & CUSTOM FABRICATION—\$3,664.40.**
2. **DUST COLLECTION FILTERS for INDUSTRIAL ARTS from FILTECH—\$5,546.68.**
3. **ELEMENTARY SCHOOL CAMERA SYSTEM from CS TECHNOLOGIES PLUS—\$18,938.00, with \$10,000 from General Fund and \$8,938 from Capital Reserve.**
4. **ADDITIONAL TELEPHONE EXPANSION INTERFACE CARDS & EXPANSION CABINET from RED HORIZONS--\$6,450.00.**
5. **SECURITY SCREENS from KANE INNOVATIONS—\$6,600.00.**
6. **COAL DOCK FENCING from PENN FENCING—\$7,154.76.**

**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; and Mr. VanTassel—yes. Motion carried 8-0.**

- **Mr. Barrett made the Motion to APPROVE the UPCOMING FIELD TRIPS:**

1. **9/28/2018 (with Rain Date of 10/4/2018): 7<sup>th</sup> Grade to Beaver Ponds. Requested by Pamela McCandless, using Budgeted Funds.**

**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; and Mr. VanTassel—yes. Motion carried 8-0.**

- **Mr. Beary made the Motion to APPROVE the 2018-19 ACA 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; and Mr. VanTassel—yes. Motion carried 8-0.**

**REGULAR BUSINESS MEETING MINUTES  
AUGUST 20, 2018  
PAGE 5**

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

- **Mr. Barrett made the Motion to APPROVE the APPOINTMENT of SHAWN ALGOE as SCHOOL SAFETY & SECURITY COORDINATOR. 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; and Mr. VanTassel—yes. Motion carried 8-0.**

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

- **Mr. K. Swartfager made the Motion to APPROVE the 2<sup>nd</sup> READING of the FOLLOWING POLICIES:**
  1. **#347: Workers' Compensation Transitional Return-To-Work Program.**
  2. **#810: Transportation.**
  3. **#810.1: School Bus Driver and School Commercial Motor Vehicle Drivers.**
  4. **#810.3: School Vehicle Drivers.**
  5. **#818: Contracted Services Personnel.**

**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; and Mr. VanTassel—yes. Motion carried 8-0.**

**ADJOURNMENT**

- **With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:29 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; and Mr. VanTassel—yes. Motion carried 8-0.**

**Respectfully submitted,**

**Vernon F. Lauffer, Board Secretary**

