

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
March 18, 2019**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, March 18, 2019 at 8:39 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. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mr. Dustin L. Swartfager was absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Jacob Gilliland, Ms. Karen Hazlett, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

CONSIDERATION OF AGENDA

- Mr. Beary made the Motion to APPROVE the AGENDA with the Following Changes:

Additions:

- V. G. Consideration of the Approval of the Retirement Letter from Vicky Campbell, Elementary Teacher, at the end of the 2018-19 School year.
- VI. F.7. 4/3/2019: 8th Grade History Class to IUP for Presentation of Student Research. Requested by Conrad Warner, using Budgeted Funds.
- F.8. 4/5/2019: Ecology Class to Presque Isle and the Tom Ridge Environmental Center. Requested by Matt Baker, using Budgeted Funds.
- VI. I. Emergency Boiler Repair with Siemens at a cost of \$8,877, with funds From Capital Reserve.
- VI. J. High School Crack Filling and Access Road Paving by Jefferson Paving, at a cost of \$11,659.

Deletions:

- VI.E. General & Art Supply Bid.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—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 February 18, 2019 Regular Work Session Minutes*
2. Approve the February 18, 2019 Regular Business Meeting Minutes*

- Financial Reports:**

1. File the February, 2019 Board Summary Report for Audit*
2. File the February, 2019 Liquid Cash and Investment Activity Analysis Report for Audit*

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CONSENT AGENDA (Continued)

- 3. File the February, 2019 Elementary School Student Activities Report for Audit***
- 4. File the February, 2019 High School Activities Report for Audit***
- 5. File the February, 2019 High School Athletics Report for Audit***
- 6. File the February, 2019 Contingency Fund Report for Audit***
- 7. Approve the February, 2019 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 February, 2019 Cafeteria Bills for payment as presented and located in Attachment C***
- 9. File the February, 2019 Cafeteria P&L Report for Audit***
- 10. Approve the February, 2019 Capital Reserve Bills as presented and located in Attachment B and E***

□ Written Reports:

- 1. Accept the January, 2019 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. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

PERSONNEL (For Individual or Separate Consideration)

- Mr. K. Swartfager made the Motion to APPROVE the LETTER of RETIREMENT from GREG HEATH, Social Studies Teacher, at the end of the 2018-19 School Year, with regret. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

- Mr. Barrett made the Motion to APPROVE the 2019 LUMP SUM REQUESTS from:**
- 1. FRED CARROW**
 - 2. GREG HEATH**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

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PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. Barrett made the Motion to APPROVE the FOLLOWING ITEMS, pending proper completion of Personnel File Documentation and Clearances:**
- 1. TOM BOWSER, GIRLS' VARSITY SOFTBALL ASSISTANT COACH.**
 - 2. RANDALL BURNETT, CHEERLEADING/COMPETITIVE SPIRIT PROGRAM VOLUNTEER.**
 - 3. JASON NELLIS as TRACK & FIELD PROGRAM VOLUNTEER.**
 - 4. AUSTIN ION as AFTERNOON/EVENING SUMMER WEIGHT ROOM PROGRAM VOLUNTEER.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ **Mr. Beary made the Motion to APPROVE the LETTER of RETIREMENT from VICKY CAMPBELL, Elementary Teacher, at the end of the 2018-19 School Year, with regret. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 2019-20 SCHOOL CALENDAR, 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. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

- ❑ **Mr. Beary made the Motion to APPROVE the FOLLOWING ITEMS:**
- 1. 2019 CLARION HOSPITAL HEALTHWORKS CONTRACT, as presented.**
 - 2. 2019-20 RIU6 OPERATING BUDGET, as presented.**
 - 3. AUDIT REPORT from Troese & Associates for Year Ended June 30, 2018, 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. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the UPCOMING STUDENT FIELD TRIPS:**
- 1. 3/29/2019: Band Fest (6-9th Grade), Oil City. Requested by Tom Bowser, using Budgeted Funds.**
 - 2. 4/11/2019: 8th Grade History Class to Clarion University. Requested by Conrad Warner, using Budgeted Funds.**

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

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the UPCOMING STUDENT FIELD TRIPS (Continued):**
 3. **4/26/2019: Envirothon Club to Earth Day at Cook's Forest. Requested by Pam McCandless. The Conservation District of Clarion County will pay half of the bus transportation of \$134, and Envirothon Club will pay the other half of \$134.**
 4. **5/5/2019: Advanced P.E. Class to Pittsburgh Marathon. Requested by Brigitte Rivers, using funds from Student Government and Student Contributions.**
 5. **5/7/2019: Envirothon Club to Envirothon Competition at Jefferson County Fairgrounds. Requested by Pam McCandless, using Budgeted Funds.**
 6. **5/31/2019: 5th Grade to Carnegie Museum of Natural History. Requested by Amanda Kline, using Grant from Carnegie Museum, CATS Funds and 5th Grade Pencil Sale Funds.**
 7. **4/3/2019: 8th Grade History Class to IUP for Presentation of Student Research. Requested by Conrad Warner, using Budgeted Funds.**
 8. **4/5/2019: Ecology Class to Presque Isle and Tom Ridge Environmental Center. Requested by Matt Baker, 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. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ **Mr. Barrett made the Motion to APPROVE the 2019-20 ELECTRICAL CURTAILMENT CONTRACT, as presented. The voice vote is recorded as follows: Mr. Barrett—no; Mr. Beary—no; Mr. Burr—no; Mrs. Dixon—no; Mr. Slagle—no; Mr. K. Swartfager—no; Mrs. Thompson—no and Mr. VanTassel—no. Motion defeated 0-8.**
- ❑ **Mr. K. Swartfager made the Motion to AWARD the BID for the HIGH SCHOOL DOORS/VESTIBULE PROJECT to HUDSON GROUP at a cost of \$398,000, 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. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**
- ❑ **Mr. Barrett made the Motion to RETROACTIVELY APPROVE the EMERGENCY REPAIR of the HIGH SCHOOL BOILER to SIEMENS for \$8,877 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. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

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

- **Mr. Beary made the Motion to AWARD the HIGH SCHOOL PARKING LOT CRACK FILLING and ACCESS ROAD PAVING to Jefferson Paving at a cost of \$11,659, 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. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

POLICY (For Individual or Separate Consideration)

- **Mr. Beary made the Motion to APPROVE the 2nd READING of the Following REVISED POLICIES:**
 1. **#103: Nondiscrimination/Discriminatory Harassment—School and Classroom Practices and #103.1: Nondiscrimination—Qualified Students With Disabilities.**
 2. **#104: Nondiscrimination/Discriminatory Harassment—Employment Practices.**
 3. **#222: Tobacco/Nicotine (Pupils) and #323: Tobacco/Nicotine (Employees).**
 4. **#247: Hazing.**
 5. **#249: Bullying/Cyberbullying**
 6. **#904: Public Attendance at School Events.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.

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. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

Respectfully submitted,

Vernon F. Lauffer, Board Secretary

