

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
April 15, 2019**

OPENING/ATTENDANCE

Mr. Gregory A. Barrett, Vice-President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, April 15, 2019 at 8 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, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mrs. Trisha D. Dixon and Mr. John R. Slagle were absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Chandler Fescenmyer, Mr. Hunter Fescenmyer, Mr. Ethan Heeter, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman, Mrs. Deanna Sintobin and Mr. Bradley Wagner.

CONSIDERATION OF AGENDA

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

Additions:

- V. F. 1 Consideration of the Approval of the Recommendations from the
& 2. Athletic Council:
1. Paul Flickner, Girls' Basketball Volunteer Coach.
 2. Andrew Waugaman, Boys' Basketball Volunteer Coach.
- V.G. Rescind Suzanne Chomas' Retirement.
- VI.I.6. May/June 2019: Kindergarten to Fire Hall, Library and Post Office.
Requested by Kim Riley, at no cost to the District.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 7-0.

CONSENT AGENDA

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

□ **Minutes:**

1. Approve the March 18, 2019 Regular Work Session Minutes*
2. Approve the March 18, 2019 Regular Business Meeting Minutes*

□ **Financial Reports:**

1. File the March, 2019 Board Summary Report for Audit*
2. File the March, 2019 Liquid Cash and Investment Activity Analysis Report for Audit*
3. File the March, 2019 Elementary School Student Activities Report for Audit*
4. File the March, 2019 High School Activities Report for Audit*
5. File the March, 2019 High School Athletics Report for Audit*
6. File the March, 2019 Contingency Fund Report for Audit*

CONSENT AGENDA (Continued)

❑ **Financial Reports:**

7. Approve the March, 2019 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
8. Approve the March, 2019 Cafeteria Bills for payment as presented and located in Attachment C*
9. File the March, 2019 Cafeteria P&L Report for Audit*
10. Approve the March, 2019 Capital Reserve Bills as presented and located in Attachment B*

❑ **Written Reports:**

1. Accept the February, 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; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

PERSONNEL (For Individual or Separate Consideration)

❑ **Mr. Beary made the Motion to APPROVE the following Items:**

1. LETTER OF RETIREMENT from WILLIAM BAUGHMAN, Maintenance Supervisor, effective June 28, 2019, with regret.
2. HIRING of DANIEL COSPER as SUBSTITUTE NURSE, pending proper completion of Personnel File Documentation and Clearances.
3. HIRING of HOLLIE RAYBUCK as CAFETERIA MONITOR for the remainder of the 2018-19 School Year, effective April 16, 2019, pending proper completion of Personnel File Documentation and Clearances.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

❑ **Mr. K. Swartfager made the Motion to APPROVE the POSTING and ADVERTISING of the following positions beginning with the 2019-20 School Year:**

1. HIGH SCHOOL SOCIAL STUDIES TEACHER.
2. SPEECH TEACHER (Part Time .4 FTE)

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

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PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. Beary made the Motion to APPROVE the Following Items, pending proper completion of Personnel File Documentation and Clearances:**

- 1. PAUL FLICKNER, GIRLS' BASKETBALL VOLUNTEER COACH.**
- 2. ANDREW WAUGAMAN, BOYS' BASEBALL VOLUNTEER COACH.**
- 3. MODIFY the RETIREMENT DATE for SUZANNE CHOMAS, DIRECTOR OF SPECIAL EDUCATION from June 30, 2019 to June 29, 2020.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 2019-20 SCHOOL PSYCHOLOGIST CONTRACT, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the PURCHASE of the ELEMENTARY ELA TEXTBOOKS from Pearson at a total cost of \$108,278.06, with funds from Capital Reserve—Textbook Fund. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

- ❑ **Mr. Beary made the Motion to APPROVE the CYBER SCHOOL RESOLUTION, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

- ❑ **Mr. Beary made the Motion to APPROVE the July 1, 2019 to June 30, 2022 SPECIAL EDUCATION PLAN, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the following items:**
- 1. RE-BUILD of CIRCULATING PUMP for the ELEMENTARY from V-SYSTEMS at a total cost of \$1,773.40, with funds from Capital Reserve.**
 - 2. PURCHASE of FIRE SUPPRESSION SYSTEM for Elementary and High School Kitchens from CINTAS at a total cost of \$4,089.72, with funds from Capital Reserve.**

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

- ☐ **Mr. K. Swartfager made the Motion to APPROVE the following items (Continued):**

- 3. PURCHASE of a PERMANENT HIGH SCHOOL AUDITORIUM STAGE LIFT from ACCESS ELEVATOR at a total cost of \$15,370, with funds from Capital Reserve, pending State Contract approval.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

- ☐ **Mr. Beary made the Motion to APPROVE the Following 2019-20 ANNUAL BOARD-APPROVED ITEMS:**

- 1. POST for SUMMER CUSTODIAL HELP.
2. HIGHMARK MONTHLY MEDICAL INSURANCE RATES (7.766% Increase):**

PPO Blue	Individual	Parent/Child	Parent/Children	Husband/Wife	Family
46867-19	\$639.18	\$1582.02	\$1582.02	\$1779.93	\$1874.16
12696-83	\$639.18	\$1582.02	\$1582.02	\$1779.93	\$1874.16
12696-84	\$646.25	\$1599.10	\$1599.10	\$1799.54	\$1894.97
12696-23	\$661.24	\$1640.08	\$1640.08	\$1842.05	\$1938.24
12696-64	\$661.24	\$1640.08	\$1640.08	\$1842.05	\$1938.24
46867-35	\$657.96	\$1627.46	\$1627.46	\$1831.99	\$1929.40
12696-35	\$657.96	\$1627.46	\$1627.46	\$1831.99	\$1929.40
12696-60	\$669.39	\$1659.75	\$1659.75	\$1864.64	\$1962.20
12696-52	\$709.33	\$1759.53	\$1759.53	\$1977.44	\$2081.22
12696-29	\$727.05	\$1802.22	\$1802.22	\$2025.19	\$2131.42
12696-43	\$751.61	\$1864.15	\$1864.15	\$2093.76	\$2203.20
12696-19	\$765.50	\$1898.99	\$1898.99	\$2132.60	\$2243.99

- 3. Delta Dental Contract for 2019-20 with Monthly Dental Insurance Rates:**

Individual	Family
\$32.25	\$73.25

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

- ❑ **Mr. Beary made the Motion to APPROVE the Following 2019-20 ANNUAL BOARD-APPROVED ITEMS (Continued):**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

- ❑ **Mr. Beary made the Motion to APPROVE the Following UPCOMING STUDENT FIELD TRIPS:**

- 1. 5-9-2019: Business Math Class (Learning Support) to Carriage Inn. Requested by Kim Exley, using Contingency Funds.**
- 2. 5-9-2019: 2nd Grade to Progressive Agriculture Day at Clarion County Park. Requested by Kim Davis, using CATS Funds.**
- 3. 5-13-2019: Mrs. Davis's Classroom to Camp Coffman. Requested by Kim Davis, using Budgeted Funds and Camp Coffman Award Funds.**
- 4. 5-20-2019: Kindergarten to Camp Coffman. Requested by Jenna Fink, using CATS Funds and Student Contributions.**
- 5. 5-30-2019: Spanish I, II and III Classes to the Cathedral of Learning and Gateway Clipper in Pittsburgh. Requested by William Weaver, using Student Contribution.**
- 6. May/June 2019: Kindergarten to Fire Hall, Library and Post Office. Requested by Kim Riley, at no cost to the District.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:07 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary

