

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
May 20, 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, May 20, 2019 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, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mrs. Trisha D. Dixon was absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Ms. Karen Hazlett, Mr. Vernon Lauffer, Mr. Michael McCormick and Mr. Rodney Sherman.

REPORTS

- **Buildings & Grounds Report—Mr. Algoe reviewed:**
 1. Boiler #2 Repair.
 2. Pavilion Construction.
 3. Heating Line Repairs.
 4. Elementary Refrigerator Repair.

CONSIDERATION OF AGENDA

- Mr. Beary made the Motion to APPROVE the AGENDA with the Following Changes:
Additions:
 - VII. U. Elementary School Refrigerator Repair by ABC Heating, Cooling & Plumbing, at a cost of \$2,200, with funds from the Cafeteria Account.
 - VII. V. High School Boiler #2 Repair by Siemens at a cost of \$10,844.94, with funds from Capital Reserve.
 - VII. W. Pavilion Construction by Troyers at a cost of \$17,000, with funds from Capital Reserve.
 - VII. X. Heating Line Repairs by Pronto Tech at a cost of \$4,200, with funds from Capital Reserve.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—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 April 15, 2019 Regular Work Session Minutes***
- 2. Approve the April 15, 2019 Regular Business Meeting Minutes***
- 3. Approve the May 13, 2019 Regular Work Session Minutes***
- 4. Approve the May 13, 2019 Regular Business Meeting Minutes***

☐ Financial Reports:

- 1. File the April, 2019 Board Summary Report for Audit***
- 2. File the April, 2019 Liquid Cash and Investment Activity Analysis Report for Audit***
- 3. File the April, 2019 Elementary School Student Activities Report for Audit***
- 4. File the April, 2019 High School Activities Report for Audit***
- 5. File the April, 2019 High School Athletics Report for Audit***
- 6. File the April, 2019 Contingency Fund Report for Audit***
- 7. Approve the April, 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 April, 2019 Cafeteria Bills for payment as presented and located in Attachment C***
- 9. File the April, 2019 Cafeteria P&L Report for Audit***
- 10. Approve the April, 2019 Capital Reserve Bills as presented and located in Attachment B***

☐ Written Reports:

- 1. Accept the March, 2019 Northwest School Combine Report***
- 2. Accept the Career Center Report***

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

PERSONNEL (For Individual or Separate Consideration)

- ☐ Mr. Barrett made the Motion to APPROVE the RETIREMENT LETTER from SALLY WEDEKIND, PARAPROFESSIONAL, effective 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; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

- ☐ Mr. Beary made the Motion to APPROVE the HIRING of Two SUMMER CUSTODIANS:**

- 1. TONYA STERNER, Elementary.**
- 2. SCOTT DOWLAN, High School.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—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 TERMINATION of TWO (2) TEMPORARY PROFESSIONAL EMPLOYEE CONTRACTS, effective July 1, 2019 due to a substantial decrease in student enrollment for AMBER BEICHNER and MONICA MULLEN, with regret. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

❑ **Mr. Beary made the Motion to APPROVE the RECOMMENDATIONS from the ATHLETIC COUNCIL, pending proper completion of Personnel File Documentation and Clearances, as follows:**

- 1. LETTER of RESIGNATION from RYAN SMITH as BOYS' JR HIGH BASKETBALL ASSISTANT COACH.**
- 2. POST for the BOYS' JR HIGH BASKETBALL ASSISTANT COACH.**
- 3. LETTER of RESIGNATION from TYLER BEAL as SUMMER WEIGHT ROOM COORDINATOR.**
- 4. HIRE AUSTIN ION as SUMMER WEIGHT ROOM COORDINATOR.**
- 5. APPROVE WADE BARTO as FOOTBALL VOLUNTEER.**
- 6. APPROVE RICK ATZENI as FOOTBALL VOLUNTEER.**

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

❑ **Mr. Barrett made the Motion to APPROVE the HIRING of ERIK DOWLAN as MAINTENANCE SUPERVISOR at \$53,250, effective July 1, 2019. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

❑ **Mr. Beary made the Motion to APPROVE the POSTING and ADVERTISING for a FULL-TIME MAINTENANCE WORKER. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

NEW BUSINESS (For Individual or Separate Consideration)

❑ **Mr. Barrett made the Motion to APPROVE the FOLLOWING:**

- 1. 2019-20 NUTRITION GROUP CONTRACT.**
- 2. 2019-20 CAFETERIA BUDGET.**
- 3. 2019-20 BREAKFAST/LUNCH/MILK PRICES:**
 - a. Reduced Breakfast .30**
 - b. Elementary Breakfast 1.30**
 - c. Elementary Lunch 2.25**

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

- **Mr. Barrett made the Motion to APPROVE the FOLLOWING (Continued):**

2019-20 REAKFAST/LUNCH/MILK PRICES (Continued):

d. Reduced Lunch40
e. High School Breakfast	1.45
f. High School Lunch	2.35
g. Adult Breakfast	1.95
h. Adult Lunch	4.00
i. Jeff-Clarion Head Start Student Breakfast	1.80
j. Jeff-Clarion Head Start Adult Breakfast	1.95
k. Jeff-Clarion Head Start Student Lunch	2.75
l. Jeff-Clarion Head Start Adult Lunch	4.00

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

- **Mr. Barrett made the Motion to NOMINATE STACEY THOMPSON as BOARD TREASURER for the 2019-20 School Year. Mr. VanTassel made the Motion to Close the Nominations. The voice vote to Close the Nominations is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0. The voice vote to ELECT STACEY THOMPSON as BOARD TREASURER for 2019-2020 is as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

- **Mr. Barrett made the Motion to APPROVE JENNIFER GORNALL as SOLICITOR, with an increase of \$5 per hour, effective April 1, 2019. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—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 2019-20 ANNUAL BOARD HOUSEKEEPING ITEMS, as follows:**

1. **VISION BENEFITS of AMERICA MONTHLY INSURANCE RATES, effective July 1, 2019 through June 30, 2020:**
 - a. Individual: \$6.05
 - b. Family: \$14.75
2. **BOSTON MUTUAL LIFE INSURANCE RATES: 0.14/\$1,000 Coverage.**
3. **C.M REGENT LONG-TERM DISABILITY INSURANCE RATES: \$0.23/\$100 Coverage.**
4. **TROESE & ASSOCIATES for 2019-20 LOCAL AUDITOR at a cost of \$15,800.**

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

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 2019-20 ANNUAL BOARD APPROVAL ITEMS, as follows (Continued):**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—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 GRADUATE LIST, as presented, pending proper completion of all requirements: SALVATORE ANTHONY AMATO, JESSICA LINN BELL, KELSEY LOUISE BURGDORFER, KADE AUSTIN CALLANDER, BRODY MYLES COLEMAN, COLIN MITCHELL CRIDER, AUSTIN HUNTER EDWARDS, KARLEY ALICE EMERY, CONNOR QUINLAN EXLEY, KIERRA ELIZABETH FINGADO, JESSICA ANN FINLAND, IZAK DAMON GINTER, CHAD ALLEN GREENAWALT, TYLER ROBERT GREENAWALT, ARON BAILEY GROSS, DONALD RYAN GUTONSKI, BAILEY ASHLYN HARLE, PAIGE LEEANN HENRY, SYDNEY ROSE HINDMAN, KATELYNN NICHOLE HOPPER, MCKENZIE PAIGE HOVIS, LUKE THOMAS HURRELBRINK, TRAVIS HAROLD HURRELBRINK, SKYLAR JAMES KAGLE, BRANDAN MICHAEL KAPP, ZACHARY ALEXANDER KELLERMAN, JACOB THOMAS KING, JOB TIMOTHY KINSLER, HUNTER JAMES LANGHARST, BROOKS MICHAEL LAVAN, CALEB ANDREW LAVAN, ALESHA MARIE LEE, LUCAS EDWARD LOCKWOOD, KAITLYN ANN MARVIN, CHASE EDWARD MAYS, STEPHANIE ELIZABETH MCCLUNE, KATELYNN MARIE MILLER, BRADEN TANNER MYERS, CALEB JAMES PARKES, JESSI MAE PHILLIPPI, ANNETTA FAYE RAKES, MORGAN FAITH RITZLER, ISAAC ZANE RIVERS, DANIEL SCOTT RODGERS, VANESSA ELANE RUNYAN, CARLOS FRANCISCO SANTANA, ALEXANDER MICHAEL SAY, NEMAH LEE SAYLOR, MIKAYLA DAWN SCHECKLER, ROBERT LEE SCHICK, DALTON MICHAEL SCOTT, ANGELINE MARIE SEIGWORTH, ALEXIS MAE SEITZ, DANIEL LEE SEYBERT, BRUCE ALLEN SEYLER, KATHRYN LYNN SHERMAN, JORDEN LEA SHOOK, LAUREN ELIZABETH SLAUGENHAUPT, HANNAH JOANNE SLOTHER, KAMRYN LEIGH SMITH, TYLER J. SMITH, DAWSON BLAINE STEELE, MAXWELL GEORGE THOMPSON, TYLER SCOTT VANTASSEL, JAMES KELLY WAGNER, EMMA MARIE WEAVER, TESSA MARIE WEAVER, SETH KOEN WEBER, AUSTIN SCOTT WENSEL, AMANDA KAY WINGARD, CHRISTOPHER SCOTT WINGARD, EDWARD DAVID WOODIE, IZABEL PAIGE YARGAR and SAMUEL PAUL YONLISKY.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—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 APPROVE to REORGANIZE and TRANSITION from DOUBE BUS RUNS to SINGLE BUS RUNS for the 2019-20 SCHOOL YEAR. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**
- ❑ **Mr. Beary made the Motion to APPROVE to MODIFY the REIMBURSEMENT RATES CONTAINED in the CURRENT BUS CONTRACTS to STATE FORMULA, plus 25 Cents per mile for 6-10 year old busses and a PREMIUM RATE of STATE FORMULA plus 90 cents per mile for 1-5 year old busses. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**
- ❑ **Mr. Beary made the Motion to AWARD ONE ADDITIONAL BUS ROUTE to WHITMORE BUSING with the new REIMBURSEMENT RATE (State Formula plus 25 cents or State Formula plus 90 cents), pending Administrative preparation of the Contract. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**
- ❑ **Mr. Barrett made the Motion to APPROVE to MODIFY the April 15, 2019 Business Meeting Motion, which was, “TO PURCHASE ELA TEXTBOOKS for \$108,278.06 from CAPITAL RESERVE” Revised To “PURCHASE from the FUND BALANCE of the GENERAL FUND.” The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**
- ❑ **Mr. Beary made the Motion to APPROVE the BARRACUDA INTERNET CONTENT FILTERING SOFTWARE CONTRACT for \$1,205.93, with the term from July 16, 2019 to July 15, 2020. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**
- ❑ **Mr. Barrett made the Motion to APPROVE the EXISTING BATHROOM PARTITION REPLACEMENT from Rich Turian at a cost of 3,115, with funds from Capital Reserve. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—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 APPROVE the 2019-20 CLARION COUNTY CAREER CENTER PROPOSED BUDGET, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—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 RIVERVIEW IU6 GUEST TEACHER CONSORTIUM, at a cost of \$625. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

- ❑ **Mr. Beary made the Motion to APPROVE MICHAEL WISE as SUBSTITUTE VAN DRIVER for Bob McLendon, pending proper completion of Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

- ❑ **Mr. Barrett made the Motion to APPROVE the UPCOMING PROFESSIONAL DEVELOPMENT:**
 - 1. **7-22-2019 through 7-25-2019: Kelli McNaughton to Special Education Leadership Academy in Bedford Springs at a cost of \$225. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—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. **5-22 & 5-23-2019: Envirothon Club to State Competition at UPJ. Requested by Pam McCandless, at no cost to the District.**
 - 2. **5-23-2019: 3rd Grade to Living Treasures. Requested by Tim Zerbe, using CATS Funds and Student Contributions.**

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

- ❑ **Mr. Barrett made the Motion to APPROVE a 2-HOUR EARLY DISMISSAL for STUDENTS and STAFF on June 6, 2019, the last day of School. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

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

- **Mr. Barrett made the Motion to APPROVE the Following BUILDINGS & GROUNDS ITEMS:**
- 1. ELEMENTARY REFRIGERATOR REPAIRS with ABC Heating, Cooling and Plumbing, at a cost of \$2,200, with Funds from the Cafeteria Account.**
 - 2. HIGH SCHOOL BOILER #2 REPAIRS with SIEMENS at a cost of \$10,844.94, with Funds from Capital Reserve.**
 - 3. ELEMENTARY PAVILION CONSTRUCTION with Troyers at a cost of \$17,000, with funds from Capital Reserve.**
 - 4. HEATING LINE REPAIRS with Pronto Tech, at a cost of \$4,200, with funds from Capital Reserve.**

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

ADJOURNMENT

- **With new further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 7:17 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-0.**

Respectfully submitted,

Vernon F. Lauffer, Board Secretary

