

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
March 20, 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, March 20, 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, 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, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman, Mr. Bradley Wagner and Mr. Charles Weaver.

**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, April 10, 2017.

**PUBLIC COMMENT**

Mr. Charles Weaver thanked the Board for approval of him as a Volunteer Football Coach, and he is looking forward to coaching again next year.

**REPORTS**

- ❑ **Superintendent--Mr. Algoe reviewed:**
  1. Audit Reports.
  2. Music Award.
  3. Athletic Trainer Contract.
  4. High School Elevator Repair.
  5. Bridge Replacement.

**CONSIDERATION OF AGENDA**

- ❑ Mr. K. Swartfager made the Motion to Approve the Agenda as amended:

**Additions:**

- X. I. 2015-16 Audit Reports.

The 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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**CONSENT AGENDA**

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

□ **Minutes:**

1. Approve the February 20, 2017 Regular Work Session Minutes\*
2. Approve the February 20, 2017 Regular Business Meeting Minutes\*
3. Approve the March 13, 2017 Regular Work Session Minutes\*

□ **Financial Reports:**

1. File the February, 2017 Board Summary for Audit\*
2. File the February, 2017 Liquid Cash and Investment Activity Analysis Report For Audit\*
3. File the February, 2017 Elementary School Student Activities Report for Audit\*
4. File the February, 2017 High School Student Activities Report for Audit\*
5. File the February, 2017 High School Student Athletics Report for Audit\*
6. File the February, 2017 Contingency Fund Detail Report for Audit\*
7. Approve the February, 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 February, 2017 Cafeteria Bills for payment as presented and located in Attachment C\*
9. File the February, 2017 Cafeteria P&L for Audit\*

□ **Written Reports:**

1. Accept the January, 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; 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 Following Personnel Items:**

1. LETTER of RESIGNATION from DIANNE BEISEL, CAFETERIA MONITOR, effective March 1, 2017.
2. POST and ADVERTISE for a CAFETERIA MONITOR.
3. DIANNE BEISEL as a SUBSTITUTE CAFETERIA MONITOR.
4. LETTER of RESIGNATION from JAY WOLFGONG, CUSTODIAN, effective March 15, 2017.
5. JAY WOLFGONG as a SUBSTITUTE CUSTODIAN.
6. POST and ADVERTISE for a FULL-TIME CUSTODIAN, retroactively.
7. HIRING of ASHLEY CUSTER as JR. HIGH VOLLEYBALL ASSISTANT COACH, pending proper completion of Personnel File Documentation and Clearances.
8. KACY LEWIS as VARSITY TRACK & FIELD VOLUNTEER COACH.

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)**

- ❑ **Mr. Beary made the Motion to APPROVE the PURCHASE of a STOP-ARM CAMERA for Bus #9, in the amount of \$2,500, utilizing a Budget Transfer from the Fuel Adjustment Line in the General Budget. 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 BIDDING and ADVERTISING of the General & Art Supplies for the 2017-18 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. Barrett made the Motion to APPROVE the 2017-18 RIVERVIEW IU 6 PROPOSED GENERAL OPERATING 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. VanTassel made the Motion to APPROVE the 2017-18 CLARION COUNTY CAREER CENTER PROPOSED GENERAL FUND 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. K. Swartfager made the Motion to APPROVE the 2017-18 CHAMP ATHLETIC TRAINER AGREEMENT, 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 FOLLOWING FIELD TRIPS:**
  - 1. 3-31-2017: Ecology Class to Presque Isle Tom Ridge Environmental Center. Requested by Matt Baker, using Budgeted Funds.**
  - 2. 4-6-2017: Students from Drivers Ed Class to Safe Driving Competition in Brookville. Requested by Brigette Irwin. No fee for the competition.**
  - 3. 4-7-2017: Physics Class to Frye’s Garage. Requested by Dustin Kifer, at no cost to the District.**
  - 4. 4-20-2017: Math Department to IUP Math Competition. Requested by Bobbie Heller, using Budgeted Funds.**
  - 5. 4-21-2017: Envirothon Competition at Cook Forest. Requested by Pam Warner, using Funds from the Conservation District of Clarion County.**

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

- ❑ **Mr. Barrett made the Motion to APPROVE the FOLLOWING FIELD TRIPS (Continued):**
  - 6. 5-12-2017: Ecology Class to Canoe Creek. Requested by Matt Baker, using Budgeted Funds.**
  - 7. 5-12-2017: Spanish Class to Pitt University Cathedral of Learning. Requested by Margaret Patton, using Student Contributions and Scholarships from Jr. and Sr. High Government Funds.**
  - 8. 5-23-2017: Kindergarten Classes to The Farmers Inn. Requested by Kim Riley, 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 the PURCHASE of FOAM WALL PADS for the High School Gymnasium at a cost of \$15,285 plus \$400 for the Panther Logo from DeMans with funds from Capital Reserve. Mr. Slagle graciously donated the \$400 for the Panther Logo. 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 REPAIR of the HIGH SCHOOL CHAIR LIFT at a cost of \$3,594 from Schindler, 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.**

- ❑ **Mr. Barrett made the Motion to APPROVE the SINGLE AUDIT REPORT and GENERAL PURPOSE AUDIT REPORT for 2015-16. 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.**

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

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 1<sup>st</sup> Reading of the Following Policies:**
  - 1. #251: Homeless Students.**
  - 2. #255: Educational Stability for Children in Foster Care.**
  - 3. #710.1: Use of District-Owned and Personal Vehicles by Staff.**

**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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**ADJOURNMENT**

**With no 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**