

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
June 17, 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, June 17, 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, Mrs. Trisha D. Dixon, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

PUBLIC COMMENT

- Mr. Sherman said that the Commencement Ceremony was very nice.
- Mrs. Dixon acknowledged the positive results from Volleyball Open Gym during the summer led by Brian Mong.

DIALOGUE ITEMS

- Mr. Algoe reviewed:
 1. 2019-20 Lawn Mowing: Our current Contractor has requested an increase in the total cost per mowing. As the total annual cost is over \$10,700, we are required to quote this out. To facilitate the process, we will advertise Lawn Mowing and report back to the Board in July.
 2. 2019-20 Snow Plowing: Request for Contract Modification with Deible's Landscaping from \$35 per hour to \$50 for Salt Spreading.
 3. Board Committee Function and Board Meeting Calendar.
 4. The Transportation Committee Meeting resulted in the Request to Award the two (2) Vacated Routes to Whitmore Busing for 2019-20 with 5-Year Contract Terms.

CONSIDERATION OF AGENDA

- Mr. Beary made the Motion to Approve the Agenda with the Following Changes:
Additions:
 - VIII. B. Benjamin Gaul for Social Studies Teacher.
 - VIII. C. John Black for Maintenance Worker.
 - VIII. D. Samantha Toy as Part-Time (.4) Speech Pathologist.
 - VIII. E. Post for a Paraprofessional.
 - VIII. F. Accept the Resignation of Julie Hook as High School Custodian.
 - IX. G. Girls' Co-Op for Golf with North Clarion.
 - IX. H. Awarding of two (2) Vacated Bus Routes.
 - IX. I. Revise Deible's Landscaping Snow Plowing Contract for Salt Spreading.

CONSIDERATION OF AGENDA (Continued)

- Mr. Beary made the Motion to Approve the Agenda with the Following Changes (Continued):

B. Corrections:

IX. A.3.a. Workers' Compensation Insurance—UPMC—\$21,882.

b. Property/Liability/E&O/Auto—Liberty Mutual—\$50,520.

C. Deletions:

VII.C.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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

CONSENT AGENDA

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

Minutes:

1. Approve the May 20, 2019 Regular Business Meeting Minutes*
2. Approve the June 10, 2019 Regular Work Session Minutes*

Financial Reports:

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

Written Reports:

1. Accept the April, 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; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

PERSONNEL (For Individual or Separate Consideration)

- Mr. K. Swartfager made the Motion to APPROVE the HIRING of Two (2) SUBSTITUTE NURSES, pending proper completion of Personnel File Documentation and Clearances:
 1. RUTH ANN MYERS
 2. CHRISTINA FOSBAUGHThe 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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Beary made the Motion to APPROVE the HIRING of BENJAMIN GAUL for the SOCIAL STUDIES TEACHER POSITION, effective August 22, 2019, at Step 2, Bachelors, 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; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Barrett made the Motion to APPROVE the HIRING of JOHN BLACK for the MAINTENANCE WORKER POSITION, effective two weeks' after notice has been given to current employer, 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; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Beary made the Motion to APPROVE the HIRING of SAMANTHA TOY for the PART-TIME (.4) SPEECH PATHOLOGIST POSITION, effective August 22, 2019 at Step 2, Masters, 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; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Barrett made the Motion to APPROVE the POSTING for a PARAPROFESSIONAL. 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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Barrett made the Motion to APPROVE the RESIGNATION of JULIE HOOK as CUSTODIAN, effective June 13, 2019. 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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

NEW BUSINESS (For Individual or Separate Consideration)

- Mr. Barrett made the Motion to APPROVE the 2019-20 ANNUAL HOUSEKEEPING ITEMS:
1. **Athletics:**
 - a. ATHLETIC DIRECTOR—BILL IRWIN
 2. **Contracted Services:**
 - a. SCHOOL DENTIST—DR. MYERS
 - b. SCHOOL DOCTOR—DR. CARROLL
 3. **Insurance:**
 - a. WORKERS' COMPENSATION—\$21,882 from UPMC
 - b. PROPERTY/LIABILITY/E&O/AUTO—\$50,200 from LIBERTY MUTUAL
 - c. STUDENT ACCIDENT INSURANCE through AG ADMINISTRATORS at PARENT PAID COST
 4. **Salaries & Wages:**
 - a. CO-CURRICULAR SUPPLEMENTAL SCHEDULE, as presented.
 - b. EXTRACURRICULAR SUPPLEMENTAL SCHEDULE, as presented.
 - c. NON-BARGAINING: SECRETARIES/HEALTH AIDE/TECHNOLOGY TECHNICIAN/ATHLETIC DIRECTOR/CROSSING GUARDS and CAFETERIA MONITORS, as presented.
 5. **Repositories for Funds:**
 - a. FARMERS' NATIONAL BANK
 - b. INVEST
 - c. PLGIT
 - d. PSDLF
 - e. CLARION COUNTY COMMUNITY BANK

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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Beary made the Motion to APPROVE the 2019-20 KEYSTONE SCHOOL DISTRICT BUDGET:
1. REAL ESTATE MILLAGE RATE: 51.587
 2. OCCUPATION TAX MILAGE RATE: 300
 3. PER CAPITA FLAT RATE: \$10.00
 4. EARNED INCOME TAX RATE: .5%
 5. REAL ESTATE TRANSFER REALTY: .5%
 6. EXPENDITURES TOTAL: \$16,598,938
 7. REVENUE TOTAL: \$16,598,938

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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

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

- Mr. Barrett made the Motion to APPROVE the 2019-20 HOMESTEAD/ FARMSTEAD EXEMPTION RESOLUTION, 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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. K. Swartfager made the Motion to APPROVE the BUSINESS OPERATIONS TRANSITION PLAN as follows:
 1. HIRE LEIGH KERLE as ASSISTANT BUSINESS MANAGER with ASSOCIATED CONTRACT, effective July 1, 2019, as presented.
 2. APPROVE the BUSINESS MANAGER CONTRACT, as presented, for VERNON LAUFFER with a JULY 1, 2019 to JUNE 30, 2024 TERM and TERMINATE the FINAL YEAR of the CURRENT BUSINESS MANAGER CONTRACT with a JUNE 30, 2020 EXPIRATION DATE.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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Barrett made the Motion to APPROVE the REINVESTMENT of the DISTRICT ROOF CD with PLGIT PRIME for \$290,058.89 @2.44% with no Fixed Term. 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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Barrett made the Motion to APPROVE the FUNDS TRANSFER from the GENERAL FUND to the CAPITAL RESERVE FUND for up to \$100,000 for FYE 6-30-2019. 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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Beary made the Motion to APPROVE the GIRLS' GOLF CO-OP AGREEMENT with NORTH CLARION, 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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Beary made the Motion to AWARD the TWO (2) VACATED BUS ROUTES to WHITMORE BUSING for a FIVE (5)-YEAR CONTRACT TERM. 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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

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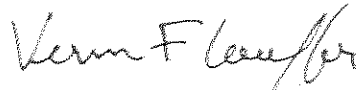
NEW BUSINESS (For Individual or Separate Consideration) (Continued)

- Mr. Barrett made the Motion to APPROVE the REVISION of the 2019-20 SNOW PLOWING CONTRACT to Increase the Salt Spreading Hourly Rate from \$30 to \$35. 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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

ADJOURNMENT

- With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:20 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; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 9-0.

Respectfully submitted,



Vernon F. Lauffer, Board Secretary