

**Keystone School District  
Knox, Pennsylvania  
Regular Business Meeting Minutes  
August 17, 2020**

**OPENING/ATTENDANCE**

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, August 17, 2020 at 7 P.M. The Meeting was held in the Keystone Elementary School Gymnasium, 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, Mr. Vernon Lauffer, Mr. Michael McCormick, Mrs. Kelli McNaughton, Mrs. Kay Metts, Mr. Rodney Sherman and Mr. Bradley Wagner.

**ANNOUNCEMENTS**

- ❑ Mr. Slagle made an introduction of guests.
- ❑ Mr. Slagle said the next scheduled Meeting is the Combined Regular Work Session and Business Meeting on September 21, 2020 in the Elementary School Gymnasium.

**PUBLIC COMMENT**

None.

**REPORTS**

- ❑ **Superintendent—Mr. Algoe reviewed:**
  1. Current COVID-19 Operational Issues and the Impact of Governmental Regulations and Recommendations.
  2. Change Order with Whalen Contracting for the High School Storage Tank Construction.
  3. Boys' Soccer has 10 participants.
  4. Fred Carrow as a Substitute Teacher for Social Studies.

**CONSIDERATION OF AGENDA**

- **Mr. Beary made the Motion to Approve the Agenda with the Following Changes:**

**Additions:**

1. **IX. I.: Fred Carrow Retirement Date Change from September 24, 2020 to October 12, 2020.**
2. **IX. J.: Post for Mentors for High School Art Teacher and High School Social Studies Teacher.**

**Deletions:**

1. **VIII. B.2.: June, 2020 Elementary Student Activities Report.**
2. **VIII. B.3.: July, 2020 Elementary Student Activities Report.**
3. **VIII. C.2.: Accept the Career Center Report.**
4. **VIII. 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 July 20, 2020 Regular Work Session Minutes\***
2. **Approve the July 20, 2020 Regular Business Meeting Minutes\***
3. **Approve the August 10, 2020 Regular Work Session Minutes\***
4. **Approve the August 10, 2020 Special Business Meeting Minutes\***

- **Financial Reports:**

1. **File the July, 2020 Liquid Cash and Investment Activity Analysis Report for Audit\***
2. **File the June, 2020 High School Student Activities Report for Audit\***
3. **File the July, 2020 High School Student Activities Report for Audit\***
4. **File the June, 2020 High School Student Athletics Report for Audit\***
5. **File the July, 2020 High School Student Athletics Report for Audit\***
6. **Approve the July, 2020 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G\***
7. **Approve the July, 2020 Cafeteria Bills for payment as presented and located in Attachment C\***
8. **Approve the July, 2020 Capital Reserve Bills as presented in Attachments B-1 and B-2\***

- **Written Reports:**

1. **Accept the June, 2020 Northwest School Combine 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. Barrett made the Motion to APPROVE the FOLLOWING PERSONNEL ITEMS:**
  1. **LETTER of RESIGNATION from CONRAD WARNER, SOCIAL STUDIES TEACHER, effective immediately.**
  2. **AWARDING of TENURE to KAYLAN BLAIR, effective August 25, 2020.**
  3. **ANNUAL STIPEND of \$4,000 to MICHAEL MCCORMICK as CYBER SCHOOL COORDINATOR.**
  4. **MICHAEL WISE as BUS DRIVER and VAN DRIVER, pending proper completion of Clearances.**
  5. **TOM BISH as VAN DRIVER, pending proper completion of Clearances.**
  6. **LETTER of RESIGNATION from MIKE MELLOTT as HIGH SCHOOL DETENTION MONITOR, effective immediately.**
  7. **RETROACTIVE APPROVAL to POST for a HIGH SCHOOL DETENTION MONITOR.**
  8. **HIRE JORDAN POPOLIS as HIGH SCHOOL DETENTION MONITOR, effective immediately.**

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 RETIREMENT DATE CHANGE for FRED CARROW from September 24, 2020 to October 12, 2020. 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 POSTING for MENTORS of the HIGH SCHOOL ART TEACHER and a HIGH SCHOOL SOCIAL STUDIES TEACHER. 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 TAX FORGIVENESS REQUEST from BILL HAKANSON to be REIMBURSED at FACE VALUE. 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 2020-21 HEALTH & SAFETY PLAN, VERSION 3, 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—no; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 8-1.**

❑ **Mr. Beary made the Motion to AWARD ONE-YEAR TRANSPORTATION CONTRACTS for BUS #27 and BUS #28 to WHITMORE BUSING, INC., effective July 1, 2020 to June 30, 2021, with Contract Language and Compensation to be determined by Administration.**

**&**

**TO APPROVE a ONE-YEAR CAREER CENTER TRANSPORTATION CONTRACT to B. LISA BAILEY, effective July 1, 2020 to June 30, 2021, utilizing Current Career Center Contract Language and Compensation Schedule.**

**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 HIGH SCHOOL TEACHER and STUDENT COVID-19 HANDBOOK CHANGES, 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 EMERGENCY INSTRUCTIONAL TIME TEMPLATE, SECTION 520.1, 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 RETROACTIVELY APPROVE the HIGH SCHOOL BOILER ROOM STORAGE TANK SPECIFICATIONS CHANGE ORDER for -\$3,142 to WHALEN CONTRACTING, INC. 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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**ADJOURNMENT**

**With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:22 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**