

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
October 19, 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, October 19, 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, Mrs. Trisha D. Dixon, Mr. John R. Slagle, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mr. Randolph R. Burr and Mr. Dustin L. Swartfager were absent. Also present were: Mr. Shawn Algoe, Mr. Vernon Lauffer, Mr. Jim Lyle, Mr. Michael McCormick, Mrs. Kelli McNaughton, Mr. Rodney Sherman and Mr. Bradley Wagner.

ANNOUNCEMENTS

- ❑ Mr. Slagle made an introduction of guests.
- ❑ Mr. Slagle said the next scheduled Meetings are the Combined Regular Work Session and Business Meeting on Monday, November 16, 2020 at 7 P.M. in the Elementary School Gymnasium.

PUBLIC COMMENT

None.

REPORTS

- ❑ Superintendent—Mr. Algoe reviewed:
 1. COVID-19 Operations and Response.

CONSIDERATION OF AGENDA

- ❑ Mr. Beary made the Motion to Approve the Agenda, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mrs. Dixon—yes; Mr. Slagle—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 September 21, 2020 Regular Work Session Minutes***
- 2. Approve the September 21, 2020 Regular Business Meeting Minutes***
- 3. Approve the October 12, 2020 Regular Work Session Minutes***

☐ Financial Reports:

- 1. File the September, 2020 Liquid Cash and Investment Activity Analysis Report for Audit***
- 2. File the September, 2020 Elementary Student Activities Report for Audit***
- 3. File the September, 2020 High School Student Activities Report for Audit***
- 4. File the September, 2020 High School Student Athletics Report for Audit***
- 5. File the September, 2020 Contingency Fund Report for Audit***
- 6. Approve the September, 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 September, 2020 Cafeteria Bills for payment as presented and located in Attachment C***
- 8. File the September, 2020 Cafeteria P&L for Audit***
- 9. Approve the September, 2020 Capital Reserve Bills as presented in Attachment B-1***

☐ Written Reports:

- 1. Accept the August, 2020 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; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

PERSONNEL (For Individual or Separate Consideration)

☐ Mr. Barrett made the Motion to APPROVE the FOLLOWING PERSONNEL ITEMS:

- 1. RETROACTIVE APPROVAL of RICK HURST as SUBSTITUTE CUSTODIAN, pending proper completion of Personnel File Documentation and Clearances.**
- 2. RETROACTIVE APPROVAL of MENTORS:**
 - a. KAMI COURSEN for TYLER CONWAY, Social Studies Teacher.**
 - b. CHRIS LONG for JANET HOCKMAN, Art Teacher.**
- 3. JOHN SCOTT DUNKLE as VAN DRIVER, pending proper completion of Personnel File and Clearances.**
- 4. CRAIG SCHOEPPNER as GIRLS' SOFTBALL VOLUNTEER, pending proper completion of Personnel File Documentation and Clearances.**
- 5. LETTER of RESIGNATION from JEFF DEITZ as BOYS' ASSISTANT TRACK COACH.**

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PERSONNEL (For Individual or Separate Consideration) (Continued)

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

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mrs. Dixon—yes; Mr. Slagle—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 ALLOW the BUSINESS MANAGER to APPROVE the PAYMENT of the ATHLETIC EXPENSES on an INTERIM BASIS between Board Meetings and to be Amended to Policy #616. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

- **Mr. Barrett made the Motion to APPROVE a 3-YEAR ADDITIONAL TERM for ELECTRICITY and NATURAL GAS. Electricity would be from July, 2022 to June, 2025 and Natural Gas would be June, 2022 to May, 2025. Authorization is given to the Business Manager to procure Electricity and Natural Gas at the Nearest Optimal Time. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mrs. Dixon—yes; Mr. Slagle—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 JUNE 30, 2020 GENERAL FUND BALANCE DESIGNATION, as follows:**

Unassigned	\$1,500,000
<u>Assigned</u>	<u>\$3,261,996</u>
TOTAL	\$4,761,996

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

- **Mr. Beary made the Motion to APPROVE using VALLEY LINES, INC., for SELECT VAN TRANSPORTATION in the 2020-21 School Year. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**
- **Mr. Beary made the Motion to APPROVE the KEYSTONE SCHOOL DISTRICT HEALTH and SAFETY PLAN, VERSION 5. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.**

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POLICY (For Individual or Separate Consideration)

□ **Mr. K. Swartfager made the Motion to APPROVE the 2nd READING of the FOLLOWING POLICIES:**

- 1. #103: Discrimination/Title IX Sexual Harassment Affecting Students.**
- 2. #104: Discrimination/Title IX Sexual Harassment Affecting Staff.**
- 3. #237: Hazing.**
- 4. #249: Bullying/Cyberbullying.**
- 5. #317.1: Educator Misconduct.**
- 6. #824: Maintaining Professional Adult/Student Boundaries.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mrs. Dixon—yes; Mr. Slagle—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 7:20 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes and Mr. VanTassel—yes. Motion carried 7-0.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary