

**Keystone School District
Knox, Pennsylvania
Special Business Meeting Minutes
May 11, 2020**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Special Business Meeting to order on Monday, May 11, 2020 at 8:15 P.M. The Meeting was held in the Keystone Elementary School Gymnasium, 451 Huston Avenue, Knox, Pennsylvania. 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, Mr. Matthew Baker, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mr. Bradley Wagner.

CONSIDERATION OF AGENDA

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

Additions:

1. VI. I. Three Memorandum of Agreements with the Keystone Education Association.
2. VI. I. 4. Tax Options.

Corrections:

1. V. A. 6-30-2020 to 9-24-2020.

Deletions:

1. V. B. Fred Carrow Lump Sum.

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 20, 2020 Regular Work Session Minutes*
2. Approve the April 20, 2020 Regular Business Meeting Minutes*

Financial Reports:

1. File the April, 2020 Board Summary Report for Audit*
2. File the April, 2020 Liquid Cash and Investment Activity Analysis Report for Audit*
3. File the April, 2020 Elementary School Student Activities Report for Audit*
4. File the March, 2020 High School Student Activities Report for Audit*
5. File the April, 2020 High School Student Activities Report for Audit*
6. File the March, 2020 High School Student Athletics Report for Audit*
7. File the April, 2020 High School Student Athletics Report for Audit*

CONSENT AGENDA (Continued)

- ❑ **Mr. Beary made the Motion to Approve the Consent Agenda as follows (Continued):**

Financial Reports (Continued):

- 8. File the April, 2020 Contingency Fund Report for Audit***
- 9. Approve the April, 2020 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachment G***
- 10. File the April, 2020 Cafeteria P&L Report for Audit***
- 11. File the April, 2020 Capital Reserve Bills as presented and located in Attachment B***

Written Reports:

- 1. Accept the March, 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; 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. K. Swartfager made the Motion to APPROVE the LETTER of RETIREMENT from FRED CARROW, HIGH SCHOOL ART TEACHER, effective September 24, 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. Beary made the Motion to APPROVE the LETTER of RESIGNATION from ANDREW TRAISTER, as GIRLS' JR. HIGH BASKETBALL HEAD COACH, effective immediately. 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 ANDREW TRAISTER as GIRLS' VARSITY BASKETBALL VOLUNTEER COACH, effective immediately, 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.**

**SPECIAL BUSINESS MEETING MINUTES
MAY 11, 2020
PAGE 3**

PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. Beary made the Motion to APPROVE the Posting for a GIRLS' JR. HIGH BASKETBALL HEAD 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.**

- ❑ **Mr. K. Swartfager made the Motion to HIRE JUSTIN BIFANO as JR. HIGH FOOTBALL HEAD COACH, pending proper completion of Personnel File Documentation and Clearances, effective immediately. 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 nominated STACEY THOMPSON for the position of TREASURER. Receiving no other nominations for the office of TREASURER, Mr. K. Swartfager made the motion to close nominations. The voice vote to close 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. With nominations closed, Mr. Slagle called for a voice vote for Mrs. Thompson for the position of Treasurer. 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. K. Swartfager made the Motion to APPROVE the 2020-21 KEYSTONE SCHOOL DISTRICT FINAL BUDGET FOR PUBLIC DISPLAY. 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 ITEMS:**
 1. **\$10,000 TRANSFER from the GENERAL FUND to CAPITAL RESERVE as of APRIL 12, 2020.**
 2. **\$200,000 TRANSFER from CAPITAL RESERVE as of MAY 12, 2020.**
 3. **AUTHORIZATION for the BUSINESS MANAGER to TRANSFER FUNDS from the PHYSICAL PLANT FUND and /or DISTRICT ROOF FUND to the CAPITAL RESERVE FUND to facilitate payments to vendors for SUMMER CONSTRUCTION PROJECTS.**

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.

**SPECIAL BUSINESS MEETING MINUTES
MAY 11, 2020
PAGE 4**

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

- **Mr. Beary made the Motion to APPROVE the 2020 GRADUATE LIST, as presented: CECILIA LYNN ASHBAUGH, AVERY RAE BARKEFELT, JAMES DANIEL BASHLINE III, TIMOTHY WILLIAM BAUGHMAN, IAN SCOTT BEICHNER, KAYSANDRA NICOLE BEICHNER, SETH ANTHONY BEICHNER, MYKA IRENE-JOHANNA BEST, JAYDEN TAYLOR-MICHAEL BLAZOSKY, ROBERT MARCUS BOWSER, MADISON MARIE BROWN, CHARLIE ELIZABETH BURDICK, TRINITY DAVID LORRAINE BURKE, CHANCE DANIEL BUZARD, BRANDON CRAIG BYERS, BETHANY AUTUMN CATER, JORDAN CHARLES CHAMPION, RACHEL ELSIE CHAMPLUVIER, CORTNEY RYAN CLINGER, GAVIN BENJAMIN COCHRAN, ALISSA CHRISTINE CORVINO, PAIGE NICOLE COTTON, JASON MICHAEL CURTIS, KATHERINE FAITH CUSTER, MCKENNA JUDITH DEIBLE, KAYLA RENEE DUNKLE, ALYSSA RAE DUNLAP, DONAVAN EUGENE EDMONDS, ABIGAIL FAITH FACCIANI, NATALEE LINN FERRINGER, HUNTER RAY FESCENMYER, TRAVIS JAMES GREENAWALT, AIMEE COLLEEN HARTMAN, LAUREN IRENE HARTZELL, ANTHEA VIOLET HAUGH, ETHAN JAMES HEETER, LEXI MEGAN HENRY, ALLISON MCKENNA HEPLER, NATHAN JOSEPH ION, TROY ALLAN JOHNSON, MCKENNA RAE KAYE, JOSEPH LECKY KINSLER, CALEB ROBERT KLINE, WILLIAM CRAWFORD KRIEGER, SCOTT MITCHELL KUHNS, REBECCA MORGAN LANDER, ANDREW MICHAEL LAUER, JONATHAN PAUL LEE, HARLEY CHEYENNE LENHART, CONRAD KAHLE LLOYD, DONOVAN ALEXANDER MCGIFFIN, AMBER RENEE MILLER, BRIANNA MARIE NEWBILL, TANNER SCOTT PERRY, CHRISTOPHER MICHAEL PLEITNER, JAYKEB MICHAEL PORTER, BRANDON KYLE PRIESTER, JACEY TAYLOR PRITT, ALEX LEE RAPP, BRADY ALLEN LEE RAPP, MARC JOSEPH REARICK, TAYLOR NICOLE RUNYAN, GARRET RICHARD TIMOTHY SCHRUEERS, JESSICA ROSE SERVEY, GRACIE KAY SHAWLEY, COLLIN MICHAEL SHEW, ELIZABETH MICHELLE SLATER, EMMA GRACE SLOAT, JENNA RAE STILLER, KAREN E. SWARTZENTRUBER, EMMA EILEEN SWITZER, JUSTIN JOHN WEAVER, GAVIN ZANE WEBER, FAITH MARIE WEBSTER, SAVANNAH LORRAINE WECKERLY, KIRK ANTHONY WOLBERT, JOSEFF JAMES WOLF, RILEY CHRISTOPHER WOODS and DREW PATRICK YOUNG. 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 PROPOSED 2020-21 CLARION COUNTY CAREER CENTER BUDGET, as presented. The voice vote is recorded as follows: Mr. Barrett—no; Mr. Beary—no; Mr. Burr—no; Mr. Slagle—no; Mr.**

D. Swartfager—no; Mr. K. Swartfager—no; Mrs. Thompson—no and Mr. VanTassel—no. Motion defeated 0-8.

**SPECIAL BUSINESS MEETING MINUTES
MAY 11, 2020
PAGE 5**

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

- **Mr. K. Swartfager made the Motion to APPROVE the 2020-21 GUEST TEACHER 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 2020-21 ANNUAL HOUSEKEEPING ITEMS, as follows:**
 - 1. **Cafeteria:**
 - a. Nutrition Group Contract.
 - b. Nutrition Group Budget.
 - c. Breakfast/Lunch/Milk Prices.
 - d. Ala Carte Prices.
 - e. Jefferson/Clarion Head Start Billing Amounts.
 - 2. **Contracted Services:**
 - a. Auditor—Local, Troese & Associates.
 - b. School Dentist—Dr. Myers.
 - c. School Doctor—Dr. Carroll.
 - d. Snow Plowing—Deibles Landscaping at an hourly Pick-Up Rate of \$57; Front Loader rate of \$75 and hourly Salt/Anti-Skid Spreading of \$35.
 - 3. **Insurance:**
 - a. **Delta Dental Contract with Monthly Dental Insurance Rates:**

Individual	Family
\$32.25	\$73.25
 - b. C.M. Regent, LLC. Contract for Long-Term Disability Insurance Rates for 2020-21: \$0.23/\$100 Coverage.
 - c. Student Accident Insurance through AG Administrators at Parent Paid Cost.
 - d. **Repositories for Funds:**
 - 1. Farmers National Bank.
 - 2. INVEST.
 - 3. PLGIT.
 - 4. PSDLAF.
 - 5. Clarion County Community Bank.

**SPECIAL BUSINESS MEETING MINUTES
MAY 11, 2020
PAGE 6**

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

- Mr. Barrett made the Motion to APPROVE the 2020-21 ANNUAL HOUSEKEEPING ITEMS, as follow:**

3. Insurance (Continued):

e. Highmark Monthly Medical Insurance Rates (7.10% Increase):

PO Blue	Individual	Parent/Child	Parent/Children	Husband/ Wife	Family
46867-19	\$684.57	\$1694.34	\$1694.34	\$1906.30	\$2007.22
12696-83	\$684.57	\$1694.34	\$1694.34	\$1906.30	\$2007.22
12696-84	\$692.14	\$1712.63	\$1712.63	\$1927.31	\$2029.51
12696-23	\$708.19	\$1756.53	\$1756.53	\$1972.84	\$2075.86
12696-64	\$708.19	\$1756.53	\$1756.53	\$1972.84	\$2075.86
46867-35	\$688.24	\$1703.30	\$1703.30	\$1916.48	\$2018.02
12696-35	\$688.24	\$1703.30	\$1703.30	\$1916.48	\$2018.02
12696-60	\$716.91	\$1777.60	\$1777.60	\$1997.03	\$2101.52
12696-52	\$760.33	\$1884.45	\$1884.45	\$2117.83	\$2228.98
12696-29	\$778.67	\$1930.18	\$1930.18	\$2168.98	\$2282.75
12696-43	\$804.98	\$1996.51	\$1996.51	\$2242.42	\$2359.63
12696-19	\$819.86	\$2033.82	\$2033.82	\$2284.01	\$2403.31

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 Three (3) MEMORANDUM of AGREEMENTS with the KEYSTONE EDUCATION ASSOCIATION, 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 TAX OPTIONS, as presented. These options allow for six installments and a one-month extension of the Face Period. 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.

**SPECIAL BUSINESS MEETING MINUTES
MAY 11, 2020
PAGE 7**

ADJOURNMENT

- With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:24 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