

**Keystone School District
Knox, Pennsylvania
Regular Work Session Minutes
June 14, 2021**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Work Session to order on Monday, June 14, 2021 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. James A. Beary, Mr. Randolph R. Burr, Mrs. Trisha D. Dixon, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager and Mr. Dwayne E. VanTassel. Mr. Gregory A. Barrett and Mrs. Stacey I. Thompson were absent. Also present were: Mr. Vernon Lauffer, Mr. Michael McCormick, Mrs. Kelli McNaughton and Mr. Rodney Sherman.

ANNOUNCEMENTS

- ❑ Mr. Slagle welcomed the guests to the Meeting.
- ❑ Mr. Slagle said there would be an Executive Session held tonight immediately following the Work Session to discuss Attorney Communication/Grievance.
- ❑ Mr. Slagle said the next scheduled Meeting is the Regular Business Meeting on Monday, June 21, 2021 at 7 P.M. in the Elementary School Library.

PUBLIC COMMENT

None.

REPORTS

- ❑ **High School—Mr. Wagner Submitted a Written Report Detailing the Following:**
 1. Grade 8 My Perspectives English Language Textbooks are in.
 2. 2021 Commencement held on May 28, 2021. Corrine Lloyd was Valedictorian and Danae Hurrelbrink was Salutatorian of the Class.
 3. Spring Sports completed and the following have been honored:
 - A. Girls' Varsity Softball:
 - 1) Natalie Bowser—1st Team KSAC All-Conference First Base and KSAC League MVP.
 - 2) Leah Exley—2nd Team KSAC All-Conference Pitcher.
 - 3) Alex Johnston—2nd Team KSAC All-Conference Infielder.
 - 4) Maddie Dunlap—3rd Team KSAC All-Conference Infielder.
 - B. Boys' Varsity Baseball:
 - 1) Seth Apel – 1st Team KSAC All-Conference Outfielder.
 - 2) Tye Elder—2nd Team KSAC All-Conference Pitcher and 3rd Team KSAC All-Conference Catcher.

REPORTS (Continued)

- **High School—Mr. Wagner reviewed (Continued):**
 3. **Spring Sports completed and the following have been honored:**
 - C. **Boys' Varsity Track and Field:**
 - 1) **1600 Meter Relay Team—Co-1st Team KSAC All-Conference.**
 - 2) **3200 Meter Relay Team—2nd Team KSAC All-Conference.**
 - 3) **Logan Sell—2nd Team KSAC All-Conference—400 Meter Dash.**
 - 4) **Koby Buzard—KSAC Co-Track MVP; 1st Team KSAC All-Conference in 800 and 1600 Meter Runs. District 9 Champion in both events. Was 18th in the 800 Meter Run and 17th in the 1600 Meter Run at the PIAA Track & Field Championships in Shippensburg.**
- **Superintendent—Mr. McCormick reviewed:**
 1. **ESSER 3.**
 2. **District Special Education Office.**
 3. **Quotes for High School Auxiliary Gym Ceiling Painting.**
- **Elementary—Mrs. McNaughton reviewed:**
 1. **6th Grade Graduation.**
 2. **Summer School and ESY.**

DIALOGUE ITEMS

- **Mr. McCormick reviewed and requested Approval of Amber Hubler as Special Education Department Chairperson.**
- **Mr. McCormick reviewed and requested Approval of Extending the Work Days for Betty Servey, Elementary Office Secretary, from 200 to 213.**
- **Mr. McCormick reviewed and requested the Hiring of Jay Gilford as High School Social Studies Teacher on Step 2, Bachelors, \$49,704, and effective August 23, 2021.**
- **Mr. McCormick requested Approval of the Posting for a Mentor for Jay Gilford, High School Social Studies Teacher.**
- **Mr. McCormick reviewed and requested the Hiring of Erin Neely as 1-Year Temporary Kindergarten Teacher on Step 1 Masters, \$49,414, effective August 23, 2021.**
- **Mr. McCormick requested Approval of the Posting for a Mentor for Erin Neely, Kindergarten Teacher.**
- **Mr. McCormick reviewed and requested Approval of Extending Michael McCormick as Acting Superintendent from July 1, 2021 through August 31, 2021, if necessary.**

DIALOGUE ITEMS (Continued)

- ❑ **Mr. McCormick reviewed and requested Approval of the Revisions of the following Performance Descriptions:**
 1. **Assistant Principal.**
 2. **Supervisor of Special Education.**

- ❑ **Mr. McCormick reviewed and requested Approval of Michael McCormick as E-Grant Signatory.**

- ❑ **Mr. McCormick reviewed and requested Approval of the Emergency Instructional Time Template.**

- ❑ **Mr. McCormick reviewed and requested Approval of the Rescinding of the Elementary and High School Student and Faculty COVID-19 Handbook Addendums.**

- ❑ **Mr. McCormick reviewed and requested Approval of the Purchase of Kindergarten Desks and Chairs and Office Furniture for the District-Wide Special Education Office located in the Elementary School, at a cost of \$9,638.06 from Virco, using funds from Capital Reserve.**

- ❑ **Mr. McCormick reviewed quotes for Air Conditioning for the High School Guidance Suite. He said the quotes for the District-Wide Special Education Office and High School Server Room/Nurse's Office are still forthcoming, and are estimated to total the same amount as the High School Guidance Office Suite.**

- ❑ **Mr. Lauffer reviewed and requested Approval of the following 2021-22 Annual Board Approval Item:**
 1. **Bus #3 and Bus #9 Contracts to Rick A. Zerbe. Term is July 1, 2021 through June 30, 2026.**

- ❑ **Mr. McCormick reviewed and requested Approval of the following 2021-22 Annual Board Approval Items:**
 1. **Cafeteria Price Revision: Adult Breakfast Price--\$2.00.**
 2. **Co-Curricular Supplemental Schedule.**

- ❑ **Mr. McCormick reviewed two Changes to Draft #2 of the 2021-22 Budget:**
 1. **Insurance Rate for new spouse due to Marriage--\$17,757.**
 2. **Additional Cost for Secretarial Workdays from 200 to 213--\$2,280.**

POLICY

- ❑ **Mr. McCormick requested Approval of the 1st Reading of Policy #008—Organizational Chart.**

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An Executive Session was held from 7:21 P.M. until 7:40 P.M.

ADJOURNMENT

With no further business, the Meeting was adjourned at 7:21 P.M.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary