

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
February 21, 2022**

OPENING/ATTENDANCE

Mr. Gregory A. Barrett, Vice-President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, February 21, 2022 at 8:25 P.M. in the Keystone Elementary School Gymnasium/Cafeteria, 451 Huston Avenue, Knox, Pennsylvania. The following Board Members were present: Mr. Gregory A. Barrett, Mr. James A. Beary, Mr. Jason C. Say, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson, Mr. Dwayne E. VanTassel and Mr. Randall C. Weaver. Mr. John R. Slagle was absent. Also present were: Ms. Lisa Amsler, Mr. Leon Aristeguieta, Mrs. Leigh Black, Mrs. Kaylan Blair, Mr. Thomas Bowser, Ms. Jennifer Gornall (via Zoom), Mr. Vernon Lauffer, Mr. James Lyle, Mrs. Jennifer Mauk, Mr. Michael McCormick, Mrs. Kelli McNaughton, Mr. Patrick Radaker, Mrs. Jodee Raybuck, Mr. Rodney Sherman, Mrs. Dana Sloat, Mr. Bradley Wagner, Mr. Charles Weaver and Mrs. Teresa Young.

PUBLIC COMMENT

Mr. Barrett asked for Public Comment. Mr. Charles Weaver commented on the Snack Shack Program and its positive impact for students.

CONSIDERATION OF AGENDA

- Mr. Beary made the Motion to APPROVE the AGENDA with the Following Amendments:
- Corrections:**
1. V.D.: Consideration of the Approval to Hire a Varsity Football Head Coach, effective immediately, pending proper completion of Personnel File Documentation and Clearances.
 2. V.F.: Consideration of the Approval to Hire Virginia Smiley as a Substitute Nurse, pending proper completion of Personnel File Documentation and Clearances.
 3. V.H.: Consideration of the Retroactive Approval to Post and Advertise for a Paraprofessional.
 4. VI G.: Consideration of the Approval of the Tax Fee Waiver for Rose Marie Plumb.
- Deletions:**
1. V.A.: Consideration of the Approval of Hiring a Business Manager, effective _____.
 2. VI.B.: Consideration of the Approval of the 2022-23 School Calendar, as presented.
 3. VI.D.: Consideration of the Approval of the Questeq Agreement with Keystone School District for an Application Support Coordinator, using ARP ESSER Grant Funds, effective March 1, 2022 through June 30, 2023.

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CONSIDERATION OF THE AGENDA (Continued)

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes, Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.

CONSENT AGENDA

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

- ❑ **Minutes:**
 1. Approve the January 24, 2022 Regular Work Session Minutes*
 2. Approve the January 24, 2022 Regular Business Meeting Minutes*
- ❑ **Financial Reports:**
 1. File the January, 2022 Liquid Cash and Investment Activity Analysis Report for Audit*
 2. File the January, 2022 Contingency Fund Report for Audit*
 3. File the January, 2022 Elementary Student Activities Report for Audit*
 4. File the January, 2022 High School Student Activities Report for Audit*
 5. Approve the January, 2022 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
 6. Approve the January, 2022 Cafeteria Bills for payment as presented and located in Attachment C*
 7. Approve the January, 2022 Cafeteria P&L Report for Audit*
 8. Approve the January, 2022 Capital Reserve Bills as presented and located in Attachment B-1*
- ❑ **Written Reports:**
 1. Accept the December, 2021 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. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.

PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. Beary made the Motion to APPROVE the LETTER of RETIREMENT from BRAD WAGNER, HIGH SCHOOL PRINCIPAL, with regret, effective August 16, 2022. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.
- ❑ Mr. K. Swartfager made the Motion to APPROVE the POSTING and ADVERTISING for a HIGH SCHOOL PRINCIPAL. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.

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PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ **Mr. Beary made the Motion to APPROVE the HIRING of TODD SMITH as VARSITY FOOTBALL HEAD COACH, effective immediately, pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—no. Motion carried 7-1.**
- ❑ **Mr. K. Swartfager made the Motion to APPROVE the HIRING of MALLORY REED as SPRING WEIGHT ROOM TRAINING COORDINATOR, effective immediately, pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**
- ❑ **Mr. K. Swartfager made the Motion to APPROVE the HIRING of VIRGINIA SMILEY as a SUBSTITUTE NURSE, pending proper completion of Personnel File Documentation and Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**
- ❑ **Mr. Beary made the Motion to RETROACTIVELY APPROVE DAN REED as 12th GRADE ADVISOR. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**
- ❑ **Mr. Beary made the Motion to APPROVE the POSTING and ADVERTISING for a PARAPROFESSIONAL. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ **Mr. K. Swartfager made the Motion to APPROVE CHARLES SMITH as a VAN DRIVER, pending proper completion of Clearances. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

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

- ❑ **Mr. Beary made the Motion to APPROVE the ADDENDUM to the ESS NORTHEAST, LLC AGREEMENT, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the 2022-23 AGREEMENT WITH CHAMP. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

- ❑ **Mr. Beary made the Motion to APPROVE the 5-YEAR AGREEMENT with NFHS STREAMING SERVICES for SPORTS. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the TAX FEE WAIVER for ROSE MARIE PLUMB. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

- ❑ **Mr. K. Swartfager made the Motion to APPROVE the UPCOMING FIELD TRIPS:**
 1. **3-18-2022: 5th Grade to Clarion University. Requested by Autumn Marshall, using Budgeted Monies, 5th Grade Pencil Sales and Student Contributions.**
 2. **3-31-2022 through 4-2-2022: Music Students to Cleveland, Ohio. Requested by Chris Long, using Student Contributions, KMA Fundraising, Scholarship Grants from Outside Sources and Choral Student Activity.**
 3. **5-24-2022: Spanish Classes to Pittsburgh. Requested by Bill Weaver, using Student Contributions.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.

- ❑ **Mr. Beary made the Motion to APPROVE the CAREER CENTER to hold their SENIOR NIGHT CEREMONY in our Auditorium on May 18, 2022, at no cost to the Career Center for rental. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

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POLICY (For Individual or Separate Consideration)

- **Mr. K. Swartfager made the Motion to APPROVE the 2nd READING of POLICY #203: IMMUNIZATIONS and COMMUNICABLE DISEASES, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.**

An Executive Session was held from 8:47 P.M. until 10:20 P.M.

ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:36 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 8-0.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary