

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
April 11, 2022**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, April 11, 2022 at 8:30 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. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson, Mr. Dwayne E. VanTassel and Mr. Randall C. Weaver. Also present were: Ms. Lisa Amsler, Mrs. Kaylan Blair, Mr. Jacob Deemer, Mr. Hunter Deloe, Mr. Vernon Lauffer, Mr. James Lyle, Mrs. Jennifer Mauk, Mr. Michael McCormick, Mrs. Kelli McNaughton, Mr. Patrick Radaker, Mr. Rodney Sherman, Mrs. Dana Sloat, Mr. Zachary Taylor, Mr. Marc Taylor, Mr. Brett Vaughn and Mr. Charles Weaver.

CONSIDERATION OF AGENDA

- Mr. Beary made the Motion to APPROVE the AGENDA with the Following Amendments:

Additions:

VI. R. Consideration of Zach Taylor, Eagle Scout Project.

Deletions:

IV. B. 9. Capital Reserve Bills.

VIII. A. 1. Policy #105, Copy of Curriculum.

VI. N. Library LED Light Panels.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes, Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

CONSENT AGENDA

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

- Minutes:**

1. Approve the March, 21, 2022 Regular Work Session Minutes*
2. Approve the March 21, 2022 Regular Business Meeting Minutes*

- Financial Reports:**

1. File the March, 2022 Board Summary for Audit*
2. File the March, 2022 Liquid Cash and Investment Activity Analysis Report for Audit*
3. File the March, 2022 Contingency Fund Report for Audit*
4. File the March, 2022 Elementary Student Activities Report for Audit*
5. File the March, 2022 High School Student Activities Report for Audit*

CONSENT AGENDA (Continued)

❑ **Financial Reports** (Continued):

6. Approve the March, 2022 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
7. Approve the March, 2022 Cafeteria Bills for payment as presented and located in Attachment C*
8. Approve the March, 2022 Cafeteria P&L Report for Audit*

❑ **Written Reports**:

1. Accept the February, 2022 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. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. Beary made the Motion to APPROVE the HIRING of KRISTOFFER WILLISON as BUSINESS MANAGER, at a Salary of \$92,500 and BOARD SECRETARY at a Salary of \$2,940, effective April 25, 2022, 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. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.
- ❑ Mr. K. Swartfager made the Motion to APPROVE the LETTER of RETIREMENT from DIXIE WENTLING, PARAPROFESSIONAL, effective July 9, 2022. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.
- ❑ Mr. Barrett made the Motion to APPROVE the POSTING for an IN-HOUSE MAINTENANCE WORKER for the Summer, with an additional \$1 per hour wage increase. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.
- ❑ Mr. Barrett made the Motion to TABLE the APPROVAL to HIRE Up to Two (2) SUMMER CUSTODIAL WORKERS. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

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PERSONNEL (For Individual or Separate Consideration) (Continued)

- **Mr. Barrett made the Motion to APPROVE THE FOLLOWING ATHLETIC ITEMS:**
- 1. RECONFIGURE the FOOTBALL PROGRAM COACHING STAFF from One (1) Varsity Football Head Coach and Two (2) Assistant Coaches and One (1) Jr High Football Head Coach and Two (2) Assistant Coaches to One (1) Varsity Football Head Coach and Three (3) Assistant Coaches and One (1) Jr High Football Coach and One (1) Assistant Coach.**
 - 2. HIRE or APPOINT the Following FOOTBALL COACHES and FOOTBALL PROGRAM VOLUNTEERS, pending proper completion of Personnel File Documentation and Clearances:**
 - a. LEE WEBER—VARSITY FOOTBALL FIRST ASSISTANT COACH.**
 - b. JASON NELLIS—VARSITY FOOTBALL SECOND ASSISTANT COACH.**
 - c. AUSTIN ION—VARSITY FOOTBALL THIRD ASSISTANT COACH.**
 - d. JUSTIN BIFANO—JR HIGH FOOTBALL HEAD COACH.**
 - e. CHAD NELLIS—JR HIGH FOOTBALL ASSISTANT COACH.**
 - f. JOSH ALBRIGHT—FOOTBALL PROGRAM VOLUNTEER.**
 - g. JON BEAL—FOOTBALL PROGRAM VOLUNTEER.**
 - h. IAN FULTON—FOOTBALL PROGRAM VOLUNTEER.**
 - i. GARRY HENRY—FOOTBALL PROGRAM VOLUNTEER.**
 - j. COLBY HIMES—FOOTBALL PROGRAM VOLUNTEER.**
 - k. ANDREW SLAUGENHAUPT—FOOTBALL PROGRAM VOLUNTEER.**
 - l. AURIE WEAVER—FOOTBALL PROGRAM VOLUNTEER.**
 - 3. APPOINT BRICE STEWART as PROGRAM VOLUNTEER for VARSITY BASEBALL, pending proper completion of Clearances.**
 - 4. APPOINT TODD GRUBER as PROGRAM VOLUNTEER for VARSITY SOFTBALL, pending proper completion of Clearances.**
 - 5. POST/ADVERTISE for a GIRLS' VARSITY SOCCER COACH.**
 - 6. POST/ADVERTISE for a CO-ED JR HIGH SOCCER COACH.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

NEW BUSINESS (For Individual or Separate Consideration)

- **Mr. Barrett made the Motion to APPROVE the 2022-23 ATHLETIC FEES as follows:**
- 1. Continue the Cost Structure for the Athletic Fees at the 2021-22 Year Levels:**
 - a. One (1) Athlete--\$150 maximum; first sport--\$100; second sport--\$50 additional dollars—no additional charges.**
 - b. Family--\$200 maximum; first athlete, first sport--\$100; second athlete, first sport--\$100; no additional charges.**

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

- **Mr. Barrett made the Motion to APPROVE the 2022-23 ATHLETIC FEES as follows (Continued):**

2. Resume the Sale of Athletic Passes:

- a. Family--\$125.**
- b. Adult--\$75.**
- c. Student--\$50.**
- d. Senior Citizen--\$25.**

3. Maintain the Current Single Game Ticket Prices:

- a. Adult--\$5.**
- b. Student--\$3.**
- c. Senior Citizen--\$2.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

- **Mr. Beary made the Motion to APPROVE the BASEBALL and SOFTBALL TEAM to UTILIZE the KNOX BOROUGH BASEBALL FIELD and the CLARION COUNTY PARK FIELDS for PRACTICES and/or GAMES.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

- **Mr. Beary made the Motion to APPROVE MARLENE HARTZELL as a SUBSTITUTE BUS DRIVER, 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. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**

- **Mr. Barrett made the Motion to APPROVE the Following Two (2) MEMORANDUM OF UNDERSTANDINGS with the KEYSTONE EDUCATION ASSOCIATION, as presented:**

- 1. ONE-QUARTER SICK DAY LEAVE, effective April 25, 2022.**
- 2. EMERGENCY LEAVE USAGE, effective April 25, 2022.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

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

- ❑ **Mr. D. Swartfager made the Motion to APPROVE the REVISED RESOLUTION of the KEYSTONE SCHOOL DISTRICT BOARD of EDUCATION'S AFFIRMATION, COMMITMENT, SUPPORT and STEWARDSHIP of the KEYSTONE SCHOOL DISTRICT, as presented. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**

- ❑ **Mr. Beary made the Motion to APPROVE the PROPOSED 2023-23 CLARION COUNTY CAREER CENTER BUDGET. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**

- ❑ **Mr. Barrett made the Motion to APPROVE the TAX EXONERATION REQUESTS for CANDY PHENDLER PROPERTY, WILLIAM ZACHERAL PROPERTY and the CLARION COUNTY TAX CLAIM BUREAU to EXONERATE TAXES and FEES, up to \$100 BLANKET EXONERATION. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**

- ❑ **Mr. Beary made the Motion to APPROVE the 2020-21 LOCAL AUDIT. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**

- ❑ **Mr. Barrett made the Motion to TABLE the APPROVAL of AMOS RUDOLPH, ARCHITECTURE, LLC, for the ARCHITECT/ENGINEERING FEES for the ELEMENTARY SCHOOL INTERIOR/EXTERIOR GAS LINE REPLACEMENT as a cost of _____, with funds from Capital Reserve, pending Approval of the Columbia Gas External Gas Line. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**

- ❑ **Mr. Barrett made the Motion to TABLE the APPROVAL to BID and ADVERTISE for the ELEMENTARY SCHOOL GAS LINE REPLACEMENT. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—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 PURCHASE of I-READY to use for STUDENTS' LEARNING LOSS in GRADES K-8 at a cost of \$42,523.00, with funds from the ESSER ARP GRANT. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**

- ❑ **Mr. Beary made the Motion to APPROVE GRANTING PERMISSION to the SUPERINTENDENT to CREATE an AGREEMENT for ONLINE TUTORING with VARSITY TUTORS for SCHOOLS, at a cost of \$27,750, with funds from the ARP-ESSER 7% Grant. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**

- ❑ **Mr. Beary made the Motion to APPROVE the UPCOMING FIELD TRIPS:**
 1. **4/28/2022: Chemistry II to Grove City College. Requested by Alison Albright, with no cost to the District.**
 2. **5/6/2022: 6th, 7th, 8th and 9th Grade Band Fest 2022 at Franklin High School. Requested by Tom Bowser, using Budgeted Funds.**
 3. **5/17/2022: 6th Grade to Clear Creek. Requested by Kate Schoeppner, using CATS Funds and Student Contributions.**
 4. **5/19/2022: 3rd Grade to Living Treasures. Requested by Tim Zerbe, using CATS Funds and Student Contributions.**
 5. **9/28/2022: 7th Grade, Environmental Science and Ecology Classes to Cook Forest. Requested by Pam McCandless, using Student Contributions.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

- ❑ **Mr. K. Swartfager made the Motion to APPROVE ZACH TAYLOR's EAGLE SCOUT PROJECT. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.**

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POLICY (For Individual or Separate Consideration)

□ **Mr. Barrett made the Motion to APPROVE the 1st READING of the FOLLOWING POLICIES:**

- 1. #221: Copy of Dress and Grooming.**
- 2. #237: Copy of Electronic Devices.**
- 3. #823: Naloxone.**
- 4. #829: Copy of Conflict of Interest.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:46 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Say—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; Mr. VanTassel—yes and Mr. Weaver—yes. Motion carried 9-0.

Respectfully submitted,

**Vernon F. Lauffer
Board Secretary**

