

**Keystone School District  
Knox, Pennsylvania  
Regular Work Session Minutes  
April 11, 2022**

**OPENING/ATTENDANCE**

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Work Session to order on Monday, April 11, 2022 at 7 P.M. The Meeting was held in the Keystone Elementary School Gymnasium/Cafeteria, 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, 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.

**ANNOUNCEMENTS**

- ❑ Mr. Slagle welcomed the guests to the Meeting.
- ❑ Mr. Slagle said an Executive Session would be held tonight immediately after the Business Meeting to discuss one Personnel Item.
- ❑ Mr. Slagle said the next scheduled Meeting would be the Regular Work Session on Monday, May 9, 2022 at 7 P.M. in the Elementary School Gymnasium/Cafeteria.

**PUBLIC COMMENT**

- ❑ Zachary Taylor presented his Eagle Scout Project Outline for renovation of the High School Varsity Baseball Field. Mr. Slagle said that a verbal approval is given with official approval to be acted on in tonight's Business Meeting.
- ❑ Dana Sloat addressed the Board regarding the communication of student participation in surveys. Also, she referred to library books in the Library. She also pointed out that the Board/Administration would not respond to her requests.

**REPORTS**

- ❑ **Superintendent—Mrs. Young reviewed:**
  1. Classroom Visits.
  2. McElhattan Foundation Grant.
  3. Tutoring Programs.
  4. Tier 2 Programs.
  5. Rockets Cyber Program.
  6. Board Worskshops for Attorney Training—April 26, 2022 at 6 P.M.
  7. PSBA Policy Updates.
  8. Social Studies Textbooks.

**REPORTS (Continued)**

- ❑ **Elementary—Mr. McCormick reviewed:**
  1. PAFPC Conference Attendance.
  2. PSSA Testing.
  3. Art & Folk Festival.
  
- ❑ **High School—Mrs. McNaughton reviewed:**
  1. Keystone Exams moving forward.
  2. KMA Trip to Cleveland, Ohio.
  3. Art Students to Carnegie Art Museum.
  4. FAFSA Financial Aid help.
  5. PSSA Testing.
  6. National Honor Society Induction.
  7. Senior Mock Interviews.
  8. SAT Prep Class.
  9. Sincere Gratitude for her Appointment to High School Principal.
  
- ❑ **Business Manager –Mr. Lauffer reviewed:**
  1. 2022-23 Budget Overview.
  2. Cyber Insurance.

**DIALOGUE ITEMS**

- ❑ Mrs. Young said that she and the Personnel Committee recommended Kristoffer Willison as Business Manager, at a salary of \$92,500, effective April 25, 2022.
  
- ❑ Mrs. Young requested Approval of the Letter of Retirement from Dixie Wentling, Paraprofessional, effective July 9, 2022.
  
- ❑ Mrs. Young requested to Post for an In-House Maintenance Worker for the Summer, with an additional \$1 per hour wage increase.
  
- ❑ Mrs. Young requested Summer Custodial Workers.
  
- ❑ Mrs. Young requested the Approval to Reconfigure the Football Program's 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.

**DIALOGUE ITEMS (Continued)**

- ❑ Mrs. Young requested to Hire or Appoint the Following Football Coaches and Football Program Volunteers:
  1. Hire Lee Weber—Varsity Football First Assistant Coach.
  2. Hire Jason Nellis—Varsity Football Second Assistant Coach.
  3. Hire Austin Ion—Varsity Football Third Assistant Coach.
  4. Hire Justin Bifano—Jr High Football Head Coach.
  5. Hire Chad Nellis—Jr High Football Assistant Head Coach.
  6. Appoint Josh Albright—Football Program Volunteer.
  7. Appoint Jon Beal—Football Program Volunteer.
  8. Appoint Ian Fulton—Football Program Volunteer.
  9. Appoint Garry Henry—Football Program Volunteer.
  10. Appoint Colby Himes—Football Program Volunteer.
  11. Appoint Andrew Slaugenhaupt—Football Program Volunteer.
  12. Appoint Aurie Weaver—Football Program Volunteer.
  
- ❑ Mrs. Young requested to Appoint Brice Stewart as Program Volunteer for Varsity Baseball.
  
- ❑ Mrs. Young requested to Appoint Todd Gruber as Program Volunteer for Varsity Softball.
  
- ❑ Mrs. Young requested to Post and Advertise for a Girls' Varsity Soccer Coach.
  
- ❑ Mrs. Young requested to Post and Advertise for a Co-Ed Jr High Soccer Coach.
  
- ❑ Mrs. Young requested to Continue the Cost Structure for Athletic Fees for the 2022-23 School Year at the 2021-22 School Year levels:
  1. One (1) Athlete--\$150 maximum; first sport—\$100; second sport—\$50 additional dollars—no additional charges.
  2. Family—\$200 maximum; first athlete, first sport—\$100—second athlete, first sport—\$100; no additional charges.
  
- ❑ Mrs. Young requested the Approval to Resume the Sale of Athletic Passes for the 2022-23 School Year:
  1. Family Pass—\$125; Adult—\$75; Student—\$50; and Senior Citizen—\$25.
  
- ❑ Mrs. Young requested the Approval to Maintain the Current Single Game Ticket Prices for the 2022-23 School Year:
  1. Adult—\$5; Student—\$3; and Senior Citizen—\$2.
  
- ❑ Mrs. Young requested the Approval of the Baseball and Softball Teams to Utilize the Knox Borough Baseball Field and the Clarion County Park Fields for Practices and/or Games.
  
- ❑ Mrs. Young requested Approval of Marlene Hartzell as Substitute Bus Driver.

**DIALOGUE ITEMS** (Continued)

- ❑ Mrs. Young requested Approval of the following Memorandums of Understanding:
  1. Memorandum of Understanding with the Keystone Education Association regarding One-Quarter Day Sick Leave, effective April 25, 2022.
  2. Memorandum of Understanding with the Keystone Education Association regarding Emergency Leave Usage, effective April 25, 2022.Mr. Barrett said he Recommended Approving these Memorandums of Understanding, as well.
  
- ❑ Mrs. Young said a Resolution of the Keystone School District Board of Education's Affirmation, Commitment, Support and Stewardship of the Keystone School District is presented for Board consideration.
  
- ❑ Mrs. Young and Mr. Beary reviewed and requested Approval of the 2022-23 Proposed Clarion County Career Center Budget.
  
- ❑ Mr. Lauffer reviewed and requested the two Tax Exoneration Requests and a Blanket Exception for future Exonerations with a Recommendation of a cap of \$100 for future issues.
  
- ❑ Mr. Lauffer reviewed and requested Approval of the 2020-21 Local Audit.
  
- ❑ Mr. Lauffer reviewed Amos Rudolph, Architecture, LLC, for Architect/ Engineering Fees for the Elementary School Interior/Exterior Gas Line Replacement and Bidding and Advertising for the Elementary School Exterior Gas Line Replacement. After Board discussion, it was agreed to Table these two items in the Business Meeting.
  
- ❑ Mrs. Young requested Approval of the Purchase of LED Flat Panels for Elementary Library Lighting from Pioneer Electric at a cost of \$3,982.19, with funds from Capital Reserve. Mr. Slagle requested that this Request would be reviewed through Buildings & Grounds and be considered next month.
  
- ❑ Mrs. Young reviewed and requested Approval of the Purchase of I-Ready to use for Students' Learning Loss in Grades K-8, using funds from the ESSER ARP Grant.
  
- ❑ Mrs. Young reviewed and requested Permission for the Superintendent to create an Agreement for Online Tutoring with a Company that will give us the best price for services, with funds from the ARP-ESSER 7% Grant.
  
- ❑ Mrs. Young requested Approval of 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: 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> and 9<sup>th</sup> Grade Band Students to Band Fest 2022 at Franklin High School. Requested by Tom Bowser, using Budgeted Funds.
  3. 5/17/2022: 6<sup>th</sup> Grade to Clear Creek. Requested by Kate Schoeppner, using CATS Funds and Student Contributions.

**DIALOGUE ITEMS (Continued)**

- Mrs. Young requested the Upcoming Field Trips (Continued):
  4. 5/19/2022: 3<sup>rd</sup> Grade to Living Treasures. Requested by Tim Zerbe, using CATS Funds and Student Contributions.
  5. 9/28/2022: 7<sup>th</sup> Grade, AP Environmental Science and Ecology Classes to Cook Forest. Requested by Pam McCandless, using Student Contribution.

**POLICY**

- Mrs. Young reviewed and requested Approval of the 1<sup>st</sup> Reading of the Following Policies:
  1. #221: Copy of Dress and Grooming.
  2. #237: Copy of Electronic Devices.
  3. #823: Naloxone.
  4. #827: Copy of Conflict of Interest.

**ADJOURNMENT**

With no further business, the Meeting was Adjourned at 8:26 P.M.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary

