

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
September 13, 2010**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Work Session to order on Monday, September 13, 2010 at 7 P.M. The Meeting was held in the Group Instruction Room of the Keystone Elementary School, 451 Huston Avenue, Knox, Pennsylvania. The following Board Members were present: Mr. Gregory A. Barrett, Mr. James A. Beary, Mr. Wayne D. Johns, Mr. Thomas L. McCoy, Mr. John R. Slagle, Mrs. Marilyn L. Stempeck, Mr. Kenneth L. Swartfager and Mrs. Stacey I. Thompson. Mr. Alan F. Seigworth was absent. Also present were: Mrs. Allison Albright, Ms. Amber Barnett, Mr. William Baughman, Ms. Tiffany Beary, Mr. Richard Bonnar, Mrs. Sue Chomas, Mrs. Shawn Corcetti, Mrs. Jenna Fink, Ms. Meghan Glenn, Mrs. Shannon Johns, Mr. Jarrod Kapp, Mr. Vernon Lauffer, Ms. Jennifer Long, Mr. Jonathan Maddy, Mrs. Halee McCance, Mrs. Abbie Tharan, Ms. Jessica Visseau, Ms. Pamela Warner, Ms. Danielle Weaver, Mr. Adam Weeter and Mrs. Vicky Walters.

ANNOUNCEMENTS

- ❑ Mr. Slagle made an introduction of guests of the new teachers hired this summer in all capacities in the Elementary and High School. Mr. Slagle welcomed everyone.
- ❑ Mr. Slagle said an Executive Session was held on August 9, 2010 to discuss Personnel Issues and a Collective Bargaining Issue.
- ❑ Mr. Slagle said an Executive Session would be held tonight, September 13, 2010 to discuss a Personnel Issue.

PUBLIC COMMENT

Tiffany Beary addressed the Board regarding a fundraiser benefiting Special Olympics—specifically the renting of seat cushions at events. ***Mr. Slagle requested this item to be added to next week's Business Meeting Agenda.***

- ❑ Mr. McCoy read the following Proclamation:
*WHEREAS, the American Legion was chartered by Congress in 1919 on September 16 as a wartime veterans organization based on the four pillars of Veterans Affairs and Rehabilitation, National Security, Americanism, and Children & Youth; and
WHEREAS, over the years, the American Legion has become a preeminent community-service organization which now numbers more than 215 million members—men and women—in over 14,000 American Legion posts worldwide working a variety of programs that support the four pillars and benefit our nation's service members, their families, the youth of America and its citizens; and
WHEREAS, the members of the American Legion are dedicated to upholding the ideals of freedom and democracy, while working to make a difference in the lives of fellow Americans; and*

PUBLIC COMMENT (Continued)

*WHEREAS, the 2010 observance of American Legion Day provides an opportunity to recognize Legionnaires in our community for their many contributions to our community. NOW, THEREFORE, I, Michael Rinker, mayor of the City of Knox, Pennsylvania, do hereby Proclaim September 16, 2010 as **THE AMERICAN LEGION DAY**. IN WITNESS WHEREOF, I have hereunto set my hand this first day of September, in the year of our Lord two thousand ten.*

REPORTS

□ **Mr. Bonnar--Superintendent explained:**

- Act 48 Coordinator Job Description.
- High School Master Keys Security and Control.
- Kindergarten Student Immunization.
- Agreements as Noted on the Work Session Agenda.
- Crisis Management Plan.
- Elementary Transportation Monitor.
- Estimated Basic Education Funding.
- Used Student Desks.
- Superintendent Attendance for Legal and Policy Issues Conference at Westminster on October 5.

□ **Mrs. Walters--High School reviewed:**

- In-School Detention and Suspension is up and running.
- All Head Coaches' Meeting hosted.
- Upcoming Events:
 - 9/16/10: Picture Day/Yearbook Distribution
 - 9/20/10: Faculty Meeting—Olweus Bully Prevention
 - 9/24/10: Olweus Kick-Off (Assembly Bell Schedule)
 - 10/1/10: ALF Day—No School
 - 10/8/10: Senior Project Advisee Day
 - 10/23/10: Homecoming Dance
 - 10/26/10: Open House—6:30 P.M.; American Heritage Concert—7:30 P.M.
 - 11/11/10: Veterans' Day Assembly

□ **Mr. Maddy--High School reviewed:**

- Athletic Testing Program reviewed.
- Key Inventory System.

□ **Mrs. Corcetti--Elementary reviewed:**

- School started well.
- Book Fair is on going.
- Veterans' Day Assembly.

REPORTS (Continued)

- **Mr. Baughman—Buildings & Grounds reviewed :**
 - It has been a challenging summer.
 - Thanked Mr. Swartfager for lending the lift for painting and lightbulb changing.
 - Wonderful Custodial and Maintenance Staff.
 - Reviewed the Roof Project and Sewer Lines Projects completed over the summer and the repair of floor tile, Elementary Boys' bathroom partitions, Elementary Dishwasher and Elementary Parking Lot repairs.
 - Projects needing addressed for next summer.

Mr. Barrett commended Bill and the Custodial Maintenance Staff for their work this summer.

NEW BUSINESS

- Mr. Bonnar requested attendance at the Legal and Policy Issues Facing School Administrators at Westminster College on October 5, 2010. ***Mr. Slagle requested this item to be on next week's Business Meeting Agenda.***
- Mr. Bonnar directed the Board to the packet enclosure detailing the Pre-Approval Request for the Senior Class Trip to Washington, D.C., November 14 through 18, 2010 ***Mr. Slagle requested this item to be on next week's Business Meeting Agenda.***
- Mr. Slagle stated that we needed to officially sanction the Keystone Music Association Concert on school property for October 9, 2010. Mrs. Thompson reviewed specific Concerns and plans for the event. After significant Board discussion on various topics, ***Mr. Slagle requested this item to be on next week's Business Meeting Agenda.***

Mr. Barrett assumed the chair at 8:01 P.M.

- Mr. Bonnar reviewed the need for the following three Agreements to be in place for this School Year :
 - Memorandum of Understanding Letter of Agreement with the Pennsylvania State Police.
 - Memorandum of Understanding Letter of Agreement with Shamrock Solutions.
 - Memorandum of Understanding Letter of Agreement with Service Access & Management, Inc.***Mr. Barrett requested these items to be on next week's Business Meeting Agenda.***
- FMLA and Child Rearing Leave from October 13, 2010 to October 20, 2010 for Sandra McElravy. ***Mr. Barrett requested this item to be on next week's Business Meeting Agenda.***
- Kelsi Wilcox as the High School Detention Monitor. ***Mr. Barrett requested this item to be on next week's Business Meeting Agenda.***

NEW BUSINESS (Continued)

- Mr. Bonnar said that the District has utilized Carolyn Thompson as a Transportation Monitor at the Elementary School in the morning for the first few weeks of school and is requesting Board approval to continue this monitoring. Mr. Bonnar stated the pay rate for the Elementary Transportation Monitor is \$10.16 per trip. He said this process has been working well through the start of the year. *Mr. Barrett requested this item to be on next week's Business Meeting Agenda.*
- Mr. Bonnar reviewed the details for the Act 48 Coordinator Job Description and the change of the position as K-12. *Mr. Barrett requested this item to be on next week's Business Meeting Agenda.*
- Posting for the Act 48 Coordinator. *Mr. Barrett requested this item to be on next week's Business Meeting Agenda.*
- Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances :
 - Jennifer Johnson, English, Knox
 - Michael Kaufman, Math, Clarion
 - Brittany Courson, Cafeteria, Knox*Mr. Barrett requested this item to be on next week's Business Meeting Agenda.*
- Mr. Bonnar reviewed specifics of the Policies requested for Board review and approval. With no questions, *Mr. Barrett requested this item to be on next week's Business Meeting Agenda.*
 - #250 : Student Recruitment
 - #324 : Personnel Files
 - #335 : Family and Medical Leaves
 - #620 : Fund Balance
 - #825 : State Mandate Waivers

A Recess was held from 8:30 P.M. to 8:40 P.M.

An Executive Session was held from 8:40 P.M. to 9:10 P.M.

ADJOURNMENT

With no further business, the Meeting adjourned at 8:30 P.M.

Respectfully submitted,

Vernon F. Lauffer
Board Secretary