

**KEYSTONE SCHOOL DISTRICT
KNOX, PA 16232
MINUTES OF REORGANIZATION MEETING
DECEMBER 5, 2011**

I. ATTENDANCE

The Board of School Directors of the Keystone School District held their annual Reorganization Meeting on Monday, December 5, 2011 in the Keystone Elementary School Group Instruction Room. The meeting was called to order at 7 P.M. by Mr. John Slagle, President. The Pledge of Allegiance was recited. 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, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson, and Mr. Dwayne E. Van Tassel. Also present were Mr. Shawn Algoe, Ms. Tiffany Beary, Mr. Richard Bonnar, Mrs. Sue Chomas, Mr. Jarrod Kapp, Mr. Vernon Lauffer, Mr. Rodney Sherman and Mrs. Erin Zacherl.

II. ADMINISTRATION OF THE OATH OF OFFICE

Mr. Slagle administered the Oath of Office to the newly re-elected and elected Board Members. He said signed oaths should be given to the Board Secretary.

III. ELECTION OF A TEMPORARY PRESIDENT

Mr. Beary nominated Mr. Barrett for the position of Temporary President. Receiving no other nominations for the office of Temporary President, Mr. K. Swartfager made the motion to close the nominations. The voice vote to close nominations is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes, Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 9-0. With nominations closed, Mr. Slagle called for a voice vote for the position of Temporary President as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes, Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 9-0. Mr. Barrett assumed the duties of the Chair.

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IV. ELECTION OF 2012 PRESIDENT

Mr. Beary nominated Mr. Slagle for the position of President. Receiving no other nominations for the office of President, Mr. McCoy made the motion to close nominations. The voice vote to close nominations is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes, Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 9-0. With nominations closed, Mr. Barrett called for a voice vote for the position of President. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes, Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 9-0. Mr. Slagle assumed the duties of the Chair.

V. ELECTION OF VICE-PRESIDENT

Mr. Beary nominated Mr. Barrett for the position of Vice-President. Receiving no other nominations for the office of Vice-President, Mr. Johns made the motion to close nominations. The voice vote to close nominations is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes, Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 9-0. With nominations closed, Mr. Slagle called for a voice vote for the position of Vice-President. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes, Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 9-0.

VI. ELECTION OF TREASURER

Mr. Barrett nominated Mrs. Thompson for the position of Treasurer. Receiving no other nominations for the office of Treasurer, Mr. Beary made the motion to close nominations. The voice vote to close nominations is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes, Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 9-0. With nominations closed, Mr. Slagle called for a voice vote for the position of Treasurer. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes, Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 9-0.

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VII. ADOPTION OF RULES AND REGULATIONS, MEETING SCHEDULE AND COMMITTEE ASSIGNMENTS, RE-APPOINTMENT AND APPOINTMENT TO JOINT OPERATING COMMITTEE OF THE CLARION COUNTY CAREER CENTER, RE-APPOINTMENT OF IU #6 REPRESENTATIVE, AND APPOINTMENT TO CLARION COUNTY TAX COLLECTION COMMITTEE FOR THE 2012 CALENDAR YEAR

Mr. Barrett made the Motion to adopt the following Agenda Items for the 2012 Calendar Year: Rules and Regulations, Meeting Schedule, Committee Assignments, Re-Appointment and Appointment to Joint Operating Committee of the Clarion County Career Center, Re-Appointment of IU #6 Representative, and Appointment to Clarion County Tax Collection Committee. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes, Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 9-0.

Rules and Regulations:

1. The Board will abide by the Pennsylvania School Code of 1949 as amended and Act 84 of 1986, "Sunshine Law", Act 20 of 1993 "Public Comments", Act 9 of 1996 "Selection of Candidates for Vacancies", and Act 93 of 1998 "Recodification."
2. The Board will follow Robert's Rules of Order in cases not covered by law, regulations or board policy.
3. Anyone of any group who wants to be placed on the Agenda, must comply with the following rules:
 - a. Send a written request to the Superintendent, at least seven days before the scheduled meeting, stating the area of concern.
 - b. Each person is limited to five (5) minutes speaking time.
 - c. There will be a limit of fifteen (15) minutes speaking time on any one subject or area of concern.
 - d. In group meetings, a spokesperson and all other presenters shall be designated in advance along with the time needed to make the presentation.
 - e. The Board reserves the right to refuse to place any matter upon its Agenda that has been discussed at any meeting during the previous twelve month period and upon which the Board has rendered an opinion. The Board will not accept any requests to place the same matter on its agenda in two consecutive regular board meetings unless the matter was tabled by the Board at previous meeting or unless the Superintendent and the Board President determines that circumstances require that the request be handled immediately. Any person requesting that the Board place a matter upon the Board's Agenda that has been discussed during the preceding twelve months must, in

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addition to following the steps set forth in Items 3.a. through 3.d. above, include a statement explaining what additional new matter or pertinent information to the original request will be presented and explaining why the new information was not made available to the Board when the matter was first considered. The Superintendent and Board President shall review the new information submitted with the second request and shall determine whether the matter warrants reconsideration. If the Superintendent and the Board President determine that the new information warrants consideration, the matter will be placed on the Agenda for the next Board Meeting. If the Superintendent and the Board President cannot agree to either place the item on the Agenda or to delete the item from the Agenda, then the matter will automatically be placed on the Agenda for the next Board Meeting.

4. The Board will allow time for public comment at each meeting.
5. Agenda items requested by Board Members should be submitted to the President/Superintendent five days in advance of the meeting or added during the Agenda adopted at that meeting.

Setting of Meeting Dates, Times and Locations:

<u>DATE</u>	<u>MEETING</u>	<u>REPORTING</u>
January:		
Monday, January 9	Board Work Session	Technology
Monday, January 16	Board Business Meeting	
(Act 80 Day)		
February:		
Monday, February 13	Board Work Session (At Career Center)	
Monday, February 20	Board Business Meeting	
(Presidents' Day/Act 80 Day)		
March:		
Monday, March 19	Board Work Session / Board Business Meeting	Cafeteria
April:		
Monday, April 9	Board Work Session (At SMILES) (Make-Up Day)	SMILES
Monday, April 16	Board Business Meeting	

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**VII. ADOPTION OF RULES AND REGULATIONS, MEETING SCHEDULE
AND COMMITTEE ASSIGNMENTS, RE-APPOINTMENT AND
APPOINTMENT TO JOINT OPERATING COMMITTEE OF THE
CLARION COUNTY CAREER CENTER, RE-APPOINTMENT OF IU #6
REPRESENTATIVE, AND APPOINTMENT TO CLARION COUNTY
TAX COLLECTION COMMITTEE FOR THE 2012 CALENDAR YEAR**
(Continued)

Setting of Meeting Dates, Times and Locations (Continued):

May:

Monday, May 14	Board Work Session	Buildings & Grounds
Monday, May 21	Board Business Meeting	Athletics

June:

Monday, June 18	Board Work Session / Board Business Meeting	Special Education
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July:

Monday, July 16	Board Work Session/ Board Business Meeting	
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August:

Monday, August 6 (1st Monday)	Board Work Session/ Board Business Meeting	
Monday, August 13 (2nd Monday)	Board Work Session/ Board Business Meeting	
Monday, August 20 (3rd Monday)	Board Business Meeting	

***Note: The August 6, 13, or 20 Meeting may be cancelled—
depending on Personnel Hiring Requirements.**

September:

Monday, September 10	Board Work Session	Buildings & Grounds
Monday, September 17	Board Business Meeting	

October:

Monday, October 8	Board Work Session	
Monday, October 15	Board Business Meeting	

November:

Monday, November 19	Board Work Session/ Board Business Meeting	Special Education
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December:

Monday, December 3	Reorganization Board Work Session	
Monday, December 10	Board Business Meeting	

All meetings are scheduled for the Keystone Elementary School Group Instruction Room located on the First Floor of the Elementary School, 451 Huston Avenue, Knox, PA, except for the Meetings which will be held at the places as indicated in the schedule. Additional meetings and/or changes will be published in the local newspapers and posted on the outside front doors of the school buildings.

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(Continued)

Committee List:

ATHLETICS & CO-CURRICULAR:

John Slagle--Chairperson, Greg Barrett, Jim Beary, Dwayne Van Tassel, Rich Bonnar, Superintendent and Vicky Walters, High School Principal.

BUILDINGS & GROUNDS:

Greg Barrett--Chairperson, Jim Beary, Wayne Johns, Dustin Swartfager, Bill Baughman, Supervisor of Building & Grounds (Ex. Officio), Rich Bonnar, Superintendent, and Vern Lauffer, Business Manager.

CAFETERIA & TRANSPORTATION:

Jim Beary--Chairperson, Greg Barrett, Ken Swartfager, Rich Bonnar, Superintendent, and Vern Lauffer, Business Manager.

CLARION COUNTY CAREER CENTER REPRESENTATIVES:

Jim Beary, Wayne Johns, Tom McCoy (Alternate) and Stacey Thompson (Alternate).

CURRICULUM & INSTRUCTION:

Rich Bonnar, Superintendent--Chairperson, Tom McCoy, Ken Swartfager, Stacey Thompson and Dwayne Van Tassel.

INTERMEDIATE UNIT REPRESENTATIVES:

Greg Barrett and Ken Swartfager (Alternate).

LEGISLATIVE & PSBA REPRESENTATIVE:

Ken Swartfager.

NEGOTIATIONS & ACT 93:

Greg Barrett--Chairperson, Wayne Johns, John Slagle, Stacey Thompson, Rich Bonnar, Superintendent and Vern Lauffer, Business Manager.

PERSONNEL:

Jim Beary--Chairperson, Tom McCoy, John Slagle, Stacey Thompson, Dustin Swartfager (Alternate), and Rich Bonnar Superintendent.

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(Continued)

Committee List:

POLICY:

John Slagle--Chairperson, Tom McCoy, Stacey Thompson, Dwayne Van Tassel, and Rich Bonnar, Superintendent.

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Stacey Thompson and Wayne Johns (Alternate).

TECHNOLOGY:

Tom McCoy--Chairperson, Wayne Johns, Dustin Swartfager, Ken Swartfager, and Rich Bonnar, Superintendent.

RE-APPOINTMENT OF MR. JAMES BEARY and APPOINTMENT OF MR. WAYNE JOHNS TO THE JOINT OPERATING COMMITTEE OF THE CLARION COUNTY CAREER CENTER AND MR. THOMAS MCCOY AND MRS. STACEY THOMPSON AS ALTERNATES.

RE-APPOINTMENT OF MR. GREGORY A. BARRETT AS IU #6 REPRESENTATIVE AND MR. KENNETH L. SWARTFAGER AS THE ALTERNATE.

APPOINTMENT OF MR. VERNON LAUFFER AS CLARION COUNTY TAX COLLECTION COMMITTEE DELEGATE AND MR. RICHARD BONNAR AS ALTERNATE DELEGATE for 2012.

The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes, Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 9-0.

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VIII. ADJOURNMENT

With no further business, Mr. Beary made the motion to adjourn the Meeting at 7:07 P.M. The voice vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes, Mr. K. Swartfager--yes; Mrs. Thompson--yes, and Mr. Van Tassel--yes. Motion carried 9-0.

Respectfully submitted,

Vernon F. Lauffer
Board Secretary