

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
May 21, 2012**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, May 21, 2012 at 7 P.M. The Meeting was held in the Keystone Elementary Group Instruction Room, 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. Wayne D. Johns, Mr. Thomas L. McCoy, Mr. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, and Mr. Dwayne E. Van Tassel. Mrs. Stacey I. Thompson was absent. Also present were: Mr. Shawn Algoe, Mr. Richard Bonnar, Mrs. Sue Chomas, Mr. John Cornish, Mrs. Terrie Fink, Mr. Jarrod Kapp, Mr. Vernon Lauffer, Mr. Francis Nesta, Mrs. Jody Shawley, Mr. Rodney Sherman, Mrs. Vicky Walters, Mr. Kevin Watkins, Mrs. Tami Winters, Mrs. Barbara Witkowski and Various Boy Scouts and Pack Leaders.

ANNOUNCEMENTS

- Mr. Slagle welcomed the guests attending tonight.
- Mr. Slagle said the next Meeting would be the Combined Work Session/Regular Business Meeting on Monday, June 25, 2012 at 7 P.M. in the Elementary Group Instruction Room.
- Mr. Slagle said an Executive Session would be held tonight after Personnel for discussion of two Employment Matters from Mr. Nesta and KESPA Contractual Issues.

PUBLIC COMMENT

Mrs. Jody Shawley addressed the Board regarding the distribution of Knox United Methodist Church Vacation Bible School Flyers as relating to Board Policy #220.

REPORTS

- Dr. John Cornish and Mr. Kevin Watkins reviewed for the Board the methodology of delivery of the internet to Keystone School District. Dr. Cornish reviewed the generalities of the WAN, while Mr. Watkins detailed the specific processes and protocols.
- Mr. Slagle said to add the Proposed Siemens Contract to next month's Agenda and to invite Paula Jesiolkiewic to be in attendance.

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CONSIDERATION OF AGENDA

Mr. Beary made the Motion to approve the Agenda as amended:

- Additions:
 1. XII. H.X.: Athletic Trainer Contract
- Deletions:
 1. IX. C.3. IU Report
 2. IX. C. 4. SMILES Report

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; and Mr. Van Tassel--yes. Motion carried 8-0.

CONSENT AGENDA

Mr. Beary made the Motion to approve the Consent Agenda:

Minutes:

- Approve the April 16, 2012 Regular Business Meeting Minutes*
- Approve the May 14, 2012 Work Session Minutes*

Financial Reports:

- File the April, 2012 Board Summary Report for Audit*
- File the April, 2012 Liquid Cash and Investment Activity Analysis Report for Audit*
- File the April, 2012 Elementary School Student Activities Report for Audit*
- File the April, 2012 High School Student Activities Report for Audit*
- File the April, 2012 High School Student Athletics Report for Audit*
- File the April, 2012 Contingency Fund Detail Report for Audit*
- Approve the April, 2012 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A and G*
- Approve the April, 2012 Cafeteria Bills for payment as presented and located in Attachment C*
- File the April, 2012 Cafeteria P&L for Audit*
- Approve the April, 2012 Capital Reserve Bill for payment as presented and located in Attachment B*

Written Reports:

- Accept the March, 2012 Northwest School Combine Report*
- Accept the April and May, 2012 Career Center Reports*

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; and Mr. Van Tassel--yes. Motion carried 8-0.

CONTRACTS (For Individual or Separate Consideration)

- ❑ Mr. Barrett made the Motion to **APPROVE the MEMORANDUM OF AGREEMENT between the KEYSTONE SCHOOL DISTRICT and the KEYSTONE EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION for a PART-TIME, TEMPORARY CUSTODIAN in the JR/SR HIGH SCHOOL on a FOUR (4)-HOUR DAILY BASIS BEGINNING AUGUST 27, 2012 through JUNE 30, 2013.** 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; and Mr. Van Tassel--yes. Motion carried 8-0.

- ❑ Mr. Beary made the Motion to **APPROVE the KESPA SUMMER WORK SCHEDULE (10 Hours per day, Monday through Thursday, June 11, 2012 through August 16, 2012).** The roll call vote is recorded as follows: Mr. Barrett--yes; Mr. Beary--yes; Mr. Johns--no; Mr. McCoy--no; Mr. Slagle--no; Mr. Swartfager--no; Mr. K. Swartfager--no; and Mr. Van Tassel--no. Motion defeated 2-6.

PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. Barrett made the Motion to **APPROVE the FOLLOWING PERSONNEL ITEMS:**
 - **ACCEPT the RESIGNATION of DONNA BASHLINE as HIGH SCHOOL CAFETERIA MONITOR, effective at the end of the 2011-12 School Year.**
 - **APPROVE the SUMMER CUSTODIAL EMPLOYEES (2 Budgeted @ \$8 per hour x 55 Days x 8 Hours per day), pending proper completion of Personnel File Documentation and Clearances:**
 1. **SHERRIE BEICHNER**
 2. **MOLLY WISE**
 - **APPROVE the ADDITIONS to the SUBSTITUTE LIST, pending proper completion of Personnel File Documentation and Clearances:**
 1. **PAUL GLASS, Custodian**
 2. **MITCHELL REARICK, Custodian**
 - **GRANT TENURE at the end of the 2011-12 School Year to:**
 1. **KELSI BOYLES**
 2. **KELLI GUNTRUM-MCNAUGHTON**
 - **APPROVE the HIRING of BARRY FOUST as GIRLS' VARSITY BASKETBALL COACH for the 2012-13 SCHOOL YEAR, pending proper completion of Personnel File Documentation and Clearances.**
 - **ACCEPT the RESIGNATION of ANDY TRAISTER as BOYS' TRACK COACH at the end of the 2011-12 Track Season.**
 - **APPROVE the POSTING for a BOYS' TRACK COACH.**
 - **APPROVE the UNPAID LEAVE of ABSENCE for TERRI BIFANO, Cafeteria Worker, for May 11, 2012, Day #11.**

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PERSONNEL (For Individual or Separate Consideration) (Continued)

- **APPROVE the following PERFORMANCE DESCRIPTIONS:**
 1. **SPEECH/LANGUAGE PATHOLOGIST**
 2. **LUNCHROOM MONITOR**

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; and Mr. Van Tassel--yes. Motion carried 8-0.

- ❑ Mr. Beary made the Motion to **SUSPEND the RULES for the POSTING of a CAFETERIA MONITOR**. 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; and Mr. Van Tassel--yes. Motion carried 8-0.
- ❑ Mr. Beary made the Motion to **POST for a CAFETERIA MONITOR**. 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; and Mr. Van Tassel--yes. Motion carried 8-0.

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ Mr. Barrett made the Motion to Approve the Following New Business:
 - **APPROVE the 2012 GRADUATE LIST. SHELEENA MARIE ADAMS, AUSTIN WAYNE ALTMAN, LEVI MICHAEL BARRETT, TAYLOR DENISE BEST, THOMAS NATHAN MATTHEW BIRKI, KYLE PATRICK BISH, SAMANTHA ROSE BLACK, SCOTT ANDREW BURKE, JR., BRANDON KEITH BUZARD, NIKI LYNN CALLANDER, IAN CHRISTOPHER CARROLL, AMANDA NICOLE COLWELL, LAUREN ELIZABETH CORVINO, BRENDEN JOSEPH CUJAS, ASHLEY NICOLE CUSTER, BENJAMIN MICHAEL DEHART, EMILY LYNN DITTMAN, NATHANIEL MATTHEW DOUGHERTY, KAYLA RENEE FINGADO, JULIA ANNE FRYE, CODY ALLEN GOODMAN, CHANCE M. GOUGHLER, KALYN ROSE GOUGHLER, LAYTON SCOTT GREENAWALT, SAMUEL THOMAS GREGORY, KAITLYN RENE GRIMM, EMILY MARGARET HAMM, TANNER JACOB HANNOLD, FAITH CASSIDY HARTZELL, KATHERINE MARY HARTZELL, DAKOTA JAMES HENRY, PATRICK ROBERT HENRY, NICHOLAS STEVEN HEPFL, NATHAN KARL HEPLER, HANNAH ROSE HILL, THOMAS WILLIAM HOCKINS, SAMANTHA LOUISE ION, CHEYANNE MARIE JOHNS, ASHLEY JEAN KABER, DYLAN CHARLES KAHLE, AMBER RENEE KALTENBACH, ASHLEY CAROLYN KALTENBACH, LUCAS JAMES KLEIN, RYAN HOWARD LEAHY, SEAN DAVID LEAHY, JOSHUA MICHAEL LENCER, TRISHA MARIE LEWIS, DAVID ANSON MALVEY, JARED EDWARD MATTHEWS, AIMEE MARIE MCCLEARY, CELESTE MARIE MCGRADY, JOLIE LOUISE MCLAINE, ZACK TYLER**

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

- MYERS, RICHARD THOMAS NELSON, BRIANNA CAITLIN NICKERSON, ERIN MICHELLE NORTON, COLT JAMES O'NEIL, NICOLE RAE PERRY, RACHEL LYNN RAPP, ALLYSON LORRAINE REED, JESSICA ANN REX, TYLER SCOTT RHOADS, TIMOTHY PAUL RIEDEL, RYAN MATTHEW RODDY, DEVIN JAMES SCHOLL, HUNTER S. SHEATZ, JACOB THOMAS ALT SHETTLER, JACOB ALEXANDER SIEGEL, AMY ELIZABETH SMERKAR, FELICIA JOY STOVER, MATTHEW C. STOVER, CARL ANTHONY STROHMYER, DALTON ROBERT SUMMERVILLE, STEPHANIE NICOLE SWYERS, KAYLA MARIE TELEGO, ERIN NICOLE TEXTER, BRANDON ALENGLEN THOMPSON, SARAH ELIZABETH TITLEY, DALTON JULIAN TURTELTAUB, BRI ALLEN WALKER, LAUREN ASHLEY WEAVER, TAYLOR MARIE WEETER, JORDAN LEE WHITMER, JORDAN MICHELLE WIANT, TAYLOR ELIZABETH WIKE, JORDAN JOSEPH WOLBERT AND EMILY DIANNE ZERBE.**
- **APPROVE the FOLLOWING PROFESSIONAL DEVELOPMENT:**
 1. **May 4, 2012: Communications System, IU 6. Requested by Secondary Transition Coordinators' meeting, IU 6. Requested by Kim Pfaff, at a cost of \$10, using Budgeted Funds.**
 2. **July 23, 2012: 2012 Special Education Leadership Summer Academy, Bedford Springs. Requested by Sue Chomas, at a cost of \$620, using Budgeted Funds.**
 - **APPROVE the UPCOMING STUDENT FIELD TRIPS:**
 1. **May 2, 2012: Clarion County Youth Council, Clarion University. Requested by Gina Clark and Conrad Warner, at no cost to the District.**
 2. **May 3, 2012: Panther Peers to Special Olympics, Clarion University. Requested by Brett Vaughn and Conrad Warner, at no cost to the District. (Pre-Approved by Mr. Bonnar).**
 3. **Early May (Depending on Weather): Kindergarten to Knox Post Office, Fire Station and Library. Requested by Kim Riley, at no cost to the District.**
 4. **November 11 through 15, 2012: Senior Class Trip, Washington, D.C. Requested by Fran Nesta, using voluntary contributions from students, earnings from the Senior Class magazine fundraiser, and money allocated from the Senior Class student activity account. Contributions from various outside charitable agencies may also be used. The maximum cost is anticipated to be \$465.**
 5. **May 26, 2012: Elementary Jazz Band to Waldameer Park. Requested by Jerry Rembold, at no cost to the District.**
 6. **June 5, 2012: High School Music Students to Kennywood Park. Requested by Fran Nesta, at no cost to the District.**
 7. **May 1, 2, and 3, 2013: Class of 2016 to Harrisburg, Philadelphia, and Gettysburg. Requested by Greg Heath, using Student Contribution and Pizza Sales Funds, at an estimated cost of \$350.**

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

- **APPROVE the NOTIFICATION of ADOPTION of POLICIES, PROCEDURES, and USE OF FUNDS by the SCHOOL DISTRICT.**

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; and Mr. Van Tassel--yes. Motion carried 8-0.

- Mr. Beary made the Motion to **AWARD the BID for GENERAL & ART SUPPLIES for the 2012-13 SCHOOL YEAR to KURTZ BROTHERS in its entirety at a cost of \$24,85.95.** 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; and Mr. Van Tassel--yes. Motion carried 8-0.
- Mr. Barrett made the Motion to **AWARD the BID for CUSTODIAL/ MAINTENANCE SUPPLIES for the 2012-13 SCHOOL YEAR to the LOW BIDDERS by ITEM.** Low Bids by Item were received from 7 Vendors--Clearfield Wholesale, Central Poly, Pyramid School Products, Fagan Sanitary, Janitors Supply, DeSantis Supply and State Chemical. 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; and Mr. Van Tassel--yes. Motion carried 8-0.
- Mr. McCoy made the Motion to **AWARD the BID for TECHNOLOGY SUPPLIES for the 2012-13 SCHOOL YEAR to the LOW BIDDERS by ITEM.** Low Bids by Item were received from 3 Vendors--The Tree House, Supplies Outlet and LD Products. The recommendation was to the Board to Award the Bid Item Specific to the 3 vendors as noted. 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; and Mr. Van Tassel--yes. Motion carried 8-0.
- Mr. K. Swartfager made the Motion to **TABLE the ATHLETIC TRAINER'S CONTRACT for the 2012-13 SCHOOL YEAR.** 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; and Mr. Van Tassel--yes. Motion carried 8-0.
- Mr. McCoy requested that a new contract be prepared with a 2% Salary Increase plus full Medical Insurance Coverage by the District.
- Mr. Johns made the Motion to **APPROVE the PROPOSED 2012-13 KEYSTONE SCHOOL DISTRICT BUDGET, DRAFT #3, as presented.** The roll call 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; and Mr. Van Tassel--yes. Motion carried 8-0.

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An Executive Session was held from 8:47 P.M. until 9:10 P.M.

ADJOURNMENT

With no further business, Mr. Barrett 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. Johns--yes; Mr. McCoy--yes; Mr. Slagle--yes; Mr. D. Swartfager--yes; Mr. K. Swartfager--yes; and Mr. Van Tassel--yes. Motion carried 8-0.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary