

**Keystone School District
Knox, Pennsylvania
Minutes of Work Session
February 13, 2012**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Work Session to order on Monday, February 13, 2012 at 7 P.M. The Meeting was held at the Clarion County Career Center, 447 Career Lane, Shippenville, Pennsylvania. The following Board Members were present: Mr. Gregory A. Barrett, Mr. James A. Beary, 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. Mr. Wayne D. Johns was absent. Also present were: Mr. Shawn Algoe, Mr. Richard Bonnar, Mrs. Sue Chomas, Mrs. Mindy Greenawalt, Mr. Jarrod Kapp, Mr. Vernon Lauffer, Mr. Rodney Sherman, Mrs. Vicky Walters, Mr. Randy Whitmer, and Mrs. Tracy Whitmer.

ANNOUNCEMENTS

- Members of the public were welcomed by Mr. Slagle.
- Mr. Slagle thanked the Culinary Arts Program for the meal prepared for the Board tonight.
- Mr. Slagle said an Executive Session was held on January 16, 2012 to discuss Personnel Items.
- Mr. Slagle said an Executive Session would be held tonight to discuss two Collective Bargaining Issues and a Personnel Issue.
- Mr. Slagle said the next Meeting would be a Regular Business Meeting on Monday, February 20, 2012 at 7 P.M. in the Elementary Group Instruction Room.

PUBLIC COMMENT

Mrs. Tracy Whitmer, Mr. Randy Whitmer and Mrs. Mindy Greenawalt addressed the Board regarding the Board action to prohibit students from attending the Career Center if their grades at Keystone are failing. They identified that athletic students can participate after two weeks if their grades are improved; while Clarion County Career Center students are banned for the remainder of the school year.

REPORTS

□ Mr. Powell--Clarion County Career Center:

- Mr. Powell spoke to the Board and invited them on a tour of the building prior to the start of the Meeting. He also invited any Board Member to stop in during a school day for a personalized tour.

□ Mr. Bonnar--Superintendent reviewed:

- Reason for Hope Rally presented by Carl Kerby at the High School on Friday, March 16, 2012. *Mr. Slagle Mr. Slagle requested this Item be placed on next week's Business Meeting Agenda.*
- Thanks to Bill Baughman and Erik Dowlan for their participation in replacing a blown transformer that was Penelec-issued equipment.
- Rigging and Draperies at High School Auditorium.
- Venango Training & Development Contract for \$5,000 that will end June 30, 2012.
- Clarion Hospital Health Works Contract.
- High School Key Inventory.
- Performance Descriptions.
- 1st Reading of Policies #916 and #419.1.
- Drainage in the Elementary Elevator.
- Immunizations for Students.
- Save-the-Date Meeting with Legislators.
- Governor's Budget for 2012-13.

- **High School--Mrs. Walters:** Presented a written report for Board review, as she was feeling under the weather.

□ Elementary--Mr. Algoe reviewed:

- Calendar of Events for February and the beginning of March.

□ Department Chair--Mr. Craig reviewed:

- Curriculum Review Process for Health and P.E. Standards outlining individual items from his handout. The next area of study for the group is Standards and Alignment.
- He also reviewed the grants written and received by the Physical Education Department since 2006.

DIALOGUE ITEMS

- Mr. Bonnar reviewed the Continuing Professional Development Requests:
 - March 25 and 26, 2012: Child Nutrition Retreat at State College. Requested by Carol Meier and Agnes Burr at a cost of \$492.10. *Mr. Slagle requested this Item be placed on next week's Business Meeting Agenda.*

DIALOGUE ITEMS (Continued):

- Mr. Bonnar reviewed the Upcoming Student Field Trips:
 - May 4, 2012: Allegheny Center for the Arts, A-C Valley, Gifted. Requested by Kelli Guntrum-McNaughton, at no cost to the District.
 - May 11, 2012: Carnegie Science Center, 2nd Grade. Requested by Barb Hurst, using CATS Funds for Transportation and Admission paid for by the students.
 - May 23, 2012: Pittsburgh Pirate Game, Selected Senior. Requested by Fran Nesta, using Senior Class Magazine Sales Funds.
 - May 24, 2012: Pittsburgh Zoo, 1st Grade. Requested by Suzanne Buckley, using CATS Funds and Student Donations.
 - February 28, 2012, February 29, 2012 and March 1, 2012, Kindergarten Classes to SMILES for Dr. Seuss Day. Requested by Mrs. Riley. SMILES will be paying for the transportation.

Mr. Slagle requested these Items be placed on next week's Business Meeting Agenda.

- Mr. Bonnar reviewed the Policies for 1st Reading:
 - #916: Volunteer Policy (Revised)
 - #419.1: Intellectual Policy (New)

Mr. Slagle requested these Items be placed on next week's Business Meeting Agenda.

- Mr. Bonnar reviewed Mike Mellott's Request for a Sabbatical Leave for Professional Development for the Fall Semester 2012 and the Spring Semester 2014. ***Mr. Slagle requested this Item be placed on next week's Business Meeting Agenda.***

- Mr. Bonnar outlined the Resignation Letter from Tiffany Beary, High School Cafeteria Monitor. He requested the Board to accept the resignation with no strings attached. ***Mr. Slagle requested this Item be placed on next week's Business Meeting Agenda as outlined.***

- Mr. Bonnar reviewed the Hiring of Roberta Hurrelbrink as High School Cafeteria Monitor. ***Mr. Slagle requested this Item be placed on next week's Business Meeting Agenda.***

- Mr. Slagle said that Athletic Committee Recommendations are listed as follows:
 - Hire Jessica Resig as Cross Country Coach.
 - Approve Jonathan Stiglitz as Volunteer Wrestling/Track Coach.
 - Approve Corbin Summerville as Volunteer Baseball Coach.
 - Approve Tom Bowser as Volunteer Weight Room Supervisor.
 - Resignation from Lana Graham as 7th Grade Volleyball Coach effective January 30, 2012.
 - Hire Kelly McQuiston as 7th Grade Volleyball Coach, pending proper completion of Personnel File Documentation and Clearances.

With no questions, Mr. Slagle requested these Items be placed on next week's Business Meeting Agenda.

DIALOGUE ITEMS (Continued)

- ❑ Performance Descriptions were reviewed for:

- Health Aide
- Maintenance Worker
- Homebound Instructor
- Instructor in the Home

Mr. Slagle requested these Items be placed on next week's Business Meeting Agenda.

- ❑ Mr. Bonnar reviewed the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:

- Elizabeth Walter, Early Childhood/Special Education
- Meghan Schill, Social Studies/English

Mr. Slagle requested these Items be placed on next week's Business Meeting Agenda.

- ❑ Mr. Beary reviewed two separate wage schedules for Cafeteria Workers and Cafeteria Monitors. He said the Cafeteria Committee is recommending Cafeteria Monitors be paid based upon the same schedule as Cafeteria Workers. After Board discussion, ***Mr. Slagle requested this Item be placed on next week's Business Meeting Agenda.***

- ❑ Mr. Beary said the Transportation Committee met and discussed a Fuel Adjustment for 2011-12 for Bus Contractors. He said the Committee's recommendation is for 11 cents per mile reimbursement for Main Routes and Extra-curricular Routes for February 1, 2012 through May 30, 2012 to be paid March 10, 2012 through June 10, 2012. ***Mr. Slagle requested this Item be placed on next week's Business Meeting Agenda.***

- ❑ Clarion Hospital Health Works Contract for 2012. ***Mr. Slagle requested this Item be placed on next week's Business Meeting Agenda.***

- ❑ Venango Training & Development Center TANF Contract for July 1, 2011 through June 30, 2012. ***Mr. Slagle requested this Item be placed on next week's Business Meeting Agenda.***

- ❑ Mr. Bonnar outlined the High School Roof Replacement needed referring to a map in packets. He reported a potential funding stream to be utilized to accomplish the replacement this summer. After Board discussion, Mr. Swartfager requested an exact accounting of funds to be allocated to this project. Mr. Slagle requested this report be placed in the packets for next week's Meeting, and ***Mr. Slagle requested this Item be placed on next week's Business Meeting Agenda.***

- ❑ Mr. Bonnar reviewed the request for Structures as Architect of Record for the High School Roof Replacement @ a cost of 4.0% of Lowest Bid for an expected cost of \$12,833. ***Mr. Slagle requested this Item be placed on next week's Business Meeting Agenda.***

DIALOGUE ITEMS (Continued)

- ❑ Mr. Bonnar reviewed the Proposed 2012-13 School Calendar. He said it follows the previous year with the exception of the November Act 80 Day being pushed back about two weeks. *Mr. Slagle requested this Item be placed on next week's Business Meeting Agenda.*
- ❑ Mr. Lauffer reviewed the recent State Mandate for School Districts to initiate installment payments for Small Businesses with less than 50 employees for payment of Real Estate taxes. More information and recommendations will be forthcoming at the March meetings.

A Recess was held from 8:36 P.M. until 8:40 P.M.

An Executive Session was held from 8:40 P.M. until 10:15 P.M.

ADJOURNMENT

With no further business, the Meeting adjourned at 8:36 P.M.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary