

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
July 15, 2013**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, July 15, 2013 at 8:15 P.M. The Meeting was held in the Keystone Elementary School 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. John R. Slagle, Mr. Dustin L. Swartfager, Mr. Kenneth L. Swartfager, Mrs. Stacey I. Thompson, and Mr. Dwayne E. Van Tassel. Mr. Thomas L. McCoy was absent. Also present were: Mr. Shawn Algoe, Mrs. Suzanne Chomas, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman, Mrs. Vicky Walters and Mr. Chuck Weaver.

CONSIDERATION OF AGENDA

- Mr. Beary made the Motion to approve the Agenda as amended:
 - Additions:
 1. VII.H. Consideration of the Approval of Mike Caun as Volunteer Jr High Football Coach.
 2. VII.I. Consideration of the Approval of Jason Nellis as 2nd Assistant Jr High Football Coach.
 3. VII.J. Consideration of the Approval of the Resignation of Kelly McQuiston as JV and Jr High Volleyball Coach.
 4. VIII.C. Purchase of Compressor for Elementary Cafeteria Cooler.
 - Corrections:
 1. VI.B. Revised Rates for Jefferson-Clarion Head Start to \$2.35 for Students and \$3.75 for Adults.
 - Deletions:
 1. VB.1 Board Summary Report.
 2. VC.4 SMILES Report.
 3. VI. C. Dale Myers, Dentist.
 4. VII.C. Hiring of Math Department Chairperson.
 5. VII.G. Pam Warner, Custodian Substitute.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

CONSENT AGENDA

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

- Minutes:
 - Approve the June 17, 2013 Regular Business Meeting Minutes*

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CONSENT AGENDA (CONTINUED)

Financial Reports:

- File the June, 2013 Liquid Cash and Investment Activity Analysis Report for Audit*
- File the May, 2013 High School Student Activities Report for Audit*
- File the June, 2013 High School Student Activities Report for Audit*
- File May, 2013 High School Student Athletics Report for Audit*
- File the June, 2013 High School Student Athletics Report for Audit*
- File the June, 2013 Contingency Fund Detail Report for Audit*
- Approve the June, 2013 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A, D and G*
- Approve the June, 2013 Cafeteria Bills for payment as presented and located in Attachment C*
- File the June, 2013 Cafeteria P&L for Audit*
- Approve the June, 2013 Capital Reserve Bills for payment as presented and located in Attachment F*

Written Reports:

- Accept the May, 2013 Northwest School Combine Report*
- Accept the Career Center Report*
- Accept the IU Report*

The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Johns—yes; Mr. McCoy—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

CONTRACTS (For Individual or Separate Consideration)

Mr. Barrett made the Motion to **APPROVE the FOLLOWING 2013-14 CONTRACTS:**

▪ **CAFETERIA BREAKFAST/LUNCH/MILK PRICES:**

	Breakfast	Breakfast Reduced	Lunch	Lunch Reduced
H.S.	\$1.15	\$.30	\$2.05	\$.40
Elem	\$1.00	\$.30	\$1.95	\$.40
Adults	\$1.70		\$3.75	
Snacks-- \$.40				
Milk Only-- \$.40				

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CONTRACTS (For Individual or Separate Consideration) (Continued)

- ❑ Mr. Barrett made the Motion to **APPROVE the FOLLOWING 2013-14 CONTRACTS (Continued):**
- **JEFFERSON/CLARION HEAD START CAFETERIA MEALS at \$2.35 PER STUDENT MEAL and \$3.75 PER ADULT MEAL.**
 - **WORKERS' COMPENSATION and PROPERTY/LIABILITY/E&O with SELECTIVE INSURANCE and PSBA as presented.**
 - **STUDENT ACCIDENT INSURANCE with AG ADMINISTRATORS at PARENT COST.**
 - **JV/VARSITY FOOTBALL INSURANCE at \$75 per ROSTERED PLAYER.**
 - **BUS CONTRACTS FOR RENEWAL:**
 1. **O'NEIL BUSING, Bus #5.**
 2. **ZERBE BUSING, Bus #3 and #9**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. Barrett made the Motion to **APPROVE the following EMPLOYMENT POSITION SALARIES for the 2013-14 SCHOOL YEAR as presented:**
- **CAFETERIA WORKERS**
 - **CAFETERIA MANAGER**
 - **ELEMENTARY HEALTH AIDE**
 - **MAINTENANCE SUPERVISOR**
 - **NON-BARGAINING SECRETARIES**
 - **CROSSING GUARDS**
 - **SUBSTITUTES**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ Mr. Beary made the Motion to **APPROVE the POSTING for a MATH DEPARTMENT CHAIRPERSON.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to **APPROVE the POSTING for a MENTOR for KAYLA KODA, MATH TEACHER, retroactively.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

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PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. Barrett made the Motion to **APPROVE the FOLLOWING PERSONNEL ITEMS:**
 - **HALEE MCCCANCE as MENTOR for KAYLA KODA, MATH TEACHER.**
 - **POSTING for an ELEMENTARY SCIENCE LAB COORDINATOR.**
 - **MIKE CAUN as VOLUNTEER JR HIGH FOOTBALL, pending proper completion of Clearances.**
 - **JASON NELLIS as 2nd ASSISTANT JR HIGH FOOTBALL COACH.**
 - **RESIGNATION OF KELLY MCQUISTON as JV and JR HIGH VOLLEYBALL COACH.**
 - **POSTING for a JV VOLLEYBALL COACH**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ Mr. K. Swartfager made the Motion to **APPROVE the following 2013-14 HANDBOOKS as presented:**
 - **HIGH SCHOOL ATHLETICS**
 - **HIGH SCHOOL STUDENTS**
 - **HIGH SCHOOL TEACHERS**
 - **BUS DRIVERS**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ Mr. Beary made the Motion to **AWARD the TRACK RESURFACING BID to CURRENT SURFACES at a cost of \$29,990 plus \$2,700 for RUNWAYS.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.
- ❑ Mr. Beary made the Motion to **PURCHASE a NEW COMPRESSOR for the ELEMENTARY CAFETERIA up to \$5,000 with funds coming from Capital Reserve.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.
- ❑ Mr. Barrett made the Motion to **SUSPEND the RULES to ADD an AGENDA ITEM.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

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

- ❑ Mr. Beary made the Motion to **ADD CONTRACTING for SNOW PLOWING to the AGENDA.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ Mr. K. Swartfager made the Motion to **AWARD the SNOW PLOWING SERVICE for 2013-14 to C.E. WEAVER EXCAVATING at \$53 PER HOUR PER PICK-UP.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

POLICIES (For Individual or Separate Consideration)

- ❑ Mr. K. Swartfager made the Motion to **APPROVE the 2nd READING of the following POLICIES:**

- **#103.1: NON-DISCRIMINATION—QUALIFIED STUDENTS with DISABILITIES**
- **#113.1: DISCIPLINE of STUDENTS with DISABILITIES**
- **#113.2: BEHAVIOR SUPPORT**
- **#218: STUDENT DISCIPLINE**
- **#218.1: WEAPONS**
- **#218.2: TERRORISTIC THREATS**
- **#222: TOBACCO (Students)**
- **#227: CONTROLLED SUBSTANCES/PARAPHERNALIA**
- **#246: STUDENT WELLNESS**
- **#323: TOBACCO (EMPLOYEES)**
- **#351: DRUG & SUBSTANCE ABUSE**
- **#805: EMERGENCY PREPAREDNESS**
- **#805.1: RELATIONS WITH LAW ENFORCEMENT AGENCIES**
- **#904: PUBLIC ATTENDANCE AT SCHOOL EVENT**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

An Executive Session was held from 8:35 A.M. until 9:03 P.M.

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ADJOURNMENT

With no further business, Mr. Barrett made the Motion to Adjourn the Meeting at 8:28 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Johns—yes; Mr. Slagle—yes; Mr. K. Swartfager—yes; Mr. D. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary