

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
June 16, 2014**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, June 16, 2014 at 7 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. Randall R. Burr, Mrs. Trisha D. Dixon, 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, Mr. Vernon Lauffer, Mr. Rodney Sherman, and Mrs. Vicky Walters.

ANNOUNCEMENTS

- ❑ Mr. Slagle welcomed the guests to the Meeting.
- ❑ Mr. Slagle said an Executive Session would be held tonight to discuss one Personnel Item—Hiring of an Elementary Music Teacher and one Collective Bargaining Item—Support Contract Negotiations.
- ❑ Mr. Slagle said the next Meeting would be the Combined Work Session and Regular Business Meeting on Monday, July 21, 2014 at 7 P.M. in the Keystone Elementary School Group Instruction Room.

PUBLIC COMMENT

None.

CONSIDERATION OF AGENDA

- ❑ Mr. Beary made the Motion to approve the Agenda as amended:
 - Additions:
 1. IX. H. Hiring of an Elementary Music Teacher
 - Corrections:
 1. Homestead/Farmstead Resolution after Budget.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr., Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

**REGULAR BUSINESS MEETING MINUTES
JUNE 16, 2014
PAGE 2**

CONSENT AGENDA

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

- Minutes:
 - Approve the May 19, 2014 Regular Work Session Minutes*
 - Approve the June 9, 2014 Regular Work Session Minutes*
- Financial Reports:
 - File the May, 2014 Board Summary for Audit*
 - File the May, 2014 Liquid Cash and Investment Activity Analysis Report for Audit*
 - File the May, 2014 Elementary School Student Activities Report for Audit*
 - File the May, 2014 High School Student Activities Report for Audit*
 - File the May, 2014 High School Athletics Report for Audit*
 - File the May, 2014, Contingency Fund Detail Report for Audit*
 - Approve the May, 2014 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A & G for payment*
 - Approve the May, 2014 Cafeteria Bills for payment as presented and located in Attachment C*
 - File the May, 2014 Cafeteria P&L for Audit*
 - Approve the May, 2014 Capital Reserve Bills for payment as presented and located in Attachment E*
- Written Reports:
 - Accept the April, 2014 Northwest School Combine Report*
 - Accept the IU Report*
 - Accept the SMILES Report*

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

CONTRACTS (For Individual or Separate Consideration)

- Mr. Barrett made the Motion to **APPROVE the 2014-15 ANNUAL HOUSE-KEEPING ITEMS:**

1. Monthly Medical Insurance Rates:

PPO Blue	Individual	Parent/Child	Parent/Children	Husband/Wife	Family
46867-19	\$458.36	\$1136.90	\$1136.90	\$1276.91	\$1343.58
12696-23	\$464.01	\$1150.54	\$1150.54	\$1292.57	\$1360.20
46867-35	\$512.14	\$1268.08	\$1268.08	\$1426.27	\$1501.62

**REGULAR BUSINESS MEETING MINUTES
JUNE 16, 2014
PAGE 3**

CONTRACTS (For Individual or Separate Consideration) (Continued)

- Mr. Barrett made the Motion to **APPROVE** the **2014-15 ANNUAL HOUSE-KEEPING ITEMS:**

1. Monthly Medical Insurance Rates:

12696-43	\$521.10	\$1292.24	\$1292.24	\$1451.41	\$1527.27
12696-19	\$530.66	\$1316.38	\$1316.38	\$1478.34	\$1555.53
12696-60	\$458.36	\$1136.90	\$1136.90	\$1276.91	\$1343.58
12696-52	\$492.12	\$1219.71	\$1219.71	\$1370.77	\$1442.70
12696-53	\$496.31	\$1229.82	\$1229.82	\$1382.37	\$1455.04
126962-29	\$504.00	\$1249.31	\$1249.31	\$1403.86	\$1477.50

Indemnity	Individual	Parent/Child	Parent/Children	Husband/Wife	Family
53861-50	\$748.08	\$1775.90	\$1893.25	\$2089.75	\$2197.57

2. Delta Dental Contract for 2014-15 with Monthly Dental Insurance Rates:

Individual	Family
\$32.25	\$73.25

3. Vision Benefits of America for 2014-15 with Monthly Vision Insurance Rates:

Individual	Family
\$5.65	\$13.75

4. Boston Mutual Life with Life Insurance Rates for 2014-15: \$0.14/\$1,000 coverage.

5. Troese & Associates as Local Auditor for 2014-15.

6. Dr. Dale Myers as School Dentist for 2014-15.

7. Dr. Nicole Carroll as School Physician for 2014-15.

**REGULAR BUSINESS MEETING MINUTES
JUNE 16, 2014
PAGE 4**

CONTRACTS (For Individual or Separate Consideration) (Continued)

- Mr. Barrett made the Motion to **APPROVE** the **2014-15 ANNUAL HOUSEKEEPING ITEMS: (Continued)**

8. Contracted School Psychologists Rates with 3% Increase:

Frank Bifano	2013-14	Proposed 2014-15
ReEvals--No Testing	\$232.98	\$239.97
ReEvals—Testing	\$419.95	\$432.55
Gifted Testing	\$419.95	\$432.55
Initial Testing	\$419.95	\$432.55

Kris Glosser	2013-14	Proposed 2014-15
ReEvals--No Testing	\$360.08	\$370.88
Gifted Testing	\$349.59	\$370.88
Initial Testing	\$420.24	\$432.85

9. G.H. Harris as Delinquent Occupation/Per Capita Tax Collector.

10. Deible's Landscaping for 2014-15 Lawn Mowing (Same Fee Schedule as Prior Year plus \$20 additional fuel surcharge For Mowing).

11. Snow Plowing, Chuck Weaver for 2014-15 (Same Fee Schedule as Prior Year).

12. Keystone Collections Group as EIT Collector for 2014-15.

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Beary made the Motion to **APPROVE** the **RENEWAL** of the **3-YEAR BUS CONTRACTS** as follows for **2014-15 through 2016-17:**

- 1. BROWN BUSING—Bus #11**
- 2. WHITMORE BUSING—Bus #15**
- 3. B. LISA BAILEY—Bus #14**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel--yes. Motion carried 9-0.

**REGULAR BUSINESS MEETING MINUTES
JUNE 16, 2014
PAGE 5**

PERSONNEL (For Individual or Separate Consideration)

- ❑ Mr. K. Swartfager made the Motion to **APPROVE THE ADDITIONS to the SUBSTITUTE LIST, pending proper completion of Personnel File Documentation and Clearances:**
 - 1. AGNES BURR, SUBSTITUTE CUSTODIAN**
 - 2. JERRY REMBOLD, SUBSTITUTE MUSIC TEACHER**
 - 3. PAMELA WARNER, SUBSTITUTE CUSTODIAN**The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—abstained; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0-1.

- ❑ Mr. Barrett made the Motion to **APPROVE the ATHLETIC DIRECTOR MEMORANDUM of AGREEMENT.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes; Motion carried 9-0.

- ❑ Mr. Beary made the Motion to **APPROVE CATHERINE SCHOEPPNER as CROSS COUNTRY COACH.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes; Motion carried 9-0.

- ❑ Mr. Barrett made the Motion to **APPROVE DAN REED as WEIGHT TRAINING COORDINATOR—SUMMER.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- ❑ Mr. Beary made the Motion to **APPROVE the CO-CURRICULAR SUPPLEMENTAL SCHEDULE for 2014-15, as presented.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- ❑ Mr. Beary made the Motion to **APPROVE the EXTRA-CURRICULAR SUPPLEMENTAL SCHEDULE for 2014-15, as presented.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

**REGULAR BUSINESS MEETING MINUTES
JUNE 16, 2014
PAGE 6**

PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ Mr. Barrett made the Motion to **APPROVE the NON-BARGAINING SALARIES and WAGES for 2014-15, as presented.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- ❑ Mr. Beary made the Motion to **APPROVE the HIRING of BARBRA MILLIRON for K-6 GENERAL MUSIC TEACHER with 1.5 Salary Years' Credit for a starting salary of \$44,551.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

NEW BUSINESS (For Individual or Separate Consideration)

- ❑ Mr. K. Swartfager made the Motion to **APPROVE the 2014 HOMESTEAD/ FARMSTEAD RESOLUTION.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- ❑ Mr. Beary made the Motion to **APPROVE the UPCOMING FIELD TRIPS:**
 - **September 13, 2014: Marching Band to Oil City Marching Band Fest. Requested by Fran Nesta, using KMA, Student Contribution, Student Activities and Private Funding.**
 - **April 29, 30 and May 1, 2015: 9th Graders to Harrisburg/Philadelphia/ Gettysburg. Requested by Greg Heath at a cost of \$370 per student, using Funds from Coupon Book Sales, Pizza Sales and Student Contribution.**
 - **September 22, 2014: 3rd to 6th Grade GEM to RIU#6 for Scrabble Tournament. Requested by Nicole Gorog at no cost to the District.**
 - **October 15 and December 9, 2014: 3rd to 6th Grade GEM to RIU#6 for LinquiSHTIKS Training and Competition. Requested by Nicole Gorog at no cost to the District.**
 - **October 28, 2014: 3rd to 6th Grade GEM to RIU#6 for Chess Tournament. Requested by Nicole Gorog at no cost to the District.**
 - **May 12, 2015: 3rd to 6th Grade GEM to Meadowcraft Rockshelter and Historic Village, Washington, PA. Requested by Nicole Gorog at a cost of \$31 per student, to be paid by the student.**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

**REGULAR BUSINESS MEETING MINUTES
JUNE 16, 2014
PAGE 7**

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

- Mr. Beary made the Motion to **APPROVE the REPOSITORIES for SCHOOL FUNDS as presented:**

- **Farmer's National Bank:**
 1. Checking, CD's..... General Fund
 2. Checking Capital Reserve Fund
 3. Checking Cafeteria Fund
- **PSDLAF:**
 1. Short Term Savings ... General
 2. Short Term Savings..... Capital Reserve Fund
- **PLIGIT:**
 1. Short Term Savings.... District Roof Fund
- **INVEST:**
 1. Short Term Savings.....General Fund
- **Clarion County Community Bank**
 1. Money Market General Fund

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Barrett made the Motion to **APPROVE the ELEMENTARY LIBRARY CARPET REPLACEMENT at a cost of \$5,580 from Parker Furniture, with funds from Capital Reserve.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon--yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Beary made the Motion to **APPROVE the 2014-15 BUDGET, as presented:**

Real Estate Tax Millage Rate	50.587
Occupation Tax Millage Rate	300
Per Capita – Flat Rate	\$10
Earned Income Tax Rate	0.50%
Real Estate Transfer Millage Rate	0.50%
Total Revenues	\$14,597,406
Total Expenses	\$14,597,406

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

- Mr. Beary made the Motion to **APPROVE the PURCHASE of 10 GPS UNITS for the SCHOOL BUSES with an upfront cost of \$198.75 per bus for equipment, from Zentinel. The on-going Annual Cost would be \$441.43 per bus for transmission, with funding from the General Fund Budget.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

REGULAR BUSINESS MEETING MINUTES
June 16, 2014
Page 8

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

- Mr. K. Swartfager made the Motion to **APPROVE the PURCHASE of 14 CAMERA SYSTEMS for the SCHOOL BUSES at a cost of \$825 per bus from American Bus Video. Installation is additional with cost to be determined. Funding from 2013-14 Surplus Fuel Adjustment.** The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

An Executive Session was held from 8:05 P.M. until 8:27 P.M.

POLICY

- Mr. Beary made the Motion to **APPROVE the FOLLOWING POLICIES:**
- **2nd Reading of Policy #008—Organization Chart**
 - **1st Reading of:**
 - 1. Policy #102—Academic Standards**
 - 2. Policy #105—Curriculum**
 - 3. Policy #105.1—Review of Instructional Materials by Parents/Guardians/Students**

The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:26 P.M. The voice vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. Swartfager—yes; Mr. K. Swartfager—yes; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 9-0.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary