

**Keystone School District  
Knox, Pennsylvania  
Minutes of Work Session  
February 10, 2014**

**OPENING/ATTENDANCE**

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Work Session to order on Monday, February 10, 2014 at 7:00 P.M. The Meeting was held at the Clarion County Career Center at 447 Career Lane, Shipperville, Pennsylvania. The Pledge of Allegiance was recited. The following Board Members were present: Mr. Gregory A. Barrett, Mr. James A. Beary, Mr. Randolph 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. VanTassel. Also present were: Mr. Shawn Algoe, Mr. Bryce Altman, Mrs. Elizabeth Beal, Mr. Tyler Beal, Mr. Austin Chambers, Mrs. Suzanne Chomas, Mr. Brad Heeter, Mr. Calen Heeter, Mr. Vernon Lauffer, Mr. Michael McCormick, Mr. Rodney Sherman and Mrs. Vicky Walters.

**ANNOUNCEMENTS**

- Members of the public were welcomed by Mr. Slagle.
- Mr. Slagle said the next Meeting would be the Regular Work Session on Monday, March 10, 2014 at 7 P.M. in the Elementary School Group Instruction Room.
- Mr. Slagle said an Executive Session will be held tonight immediately following the Work Session to discuss a Personnel Item.

**PUBLIC COMMENT**

Austin Chambers, Tyler Beal, Calen Heeter and Bryce Altman addressed the Board regarding the change of Coaching in Football. They reported their opinions on the Football Program for the prior year and their uncertainty in the Program for next year. Additionally, the young men requested the Board identify the reasons for the Coaching change. Mr. Algoe stated that insufficient growth in the program was the reason for the change.

**REPORTS**

- **Superintendent—Mr. Algoe reviewed:**
  1. Letter from Student Athlete.
  2. Evaluation of Employees.
  3. Policy Revisions.
  4. Math Textbook Replacement.
  5. School Physical Plant.
  6. Copier Replacement.

**REPORTS (Continued)**

- **High School—Mrs. Walters reviewed:**
  1. Chemistry study of Stoichiometry.
  2. Many Keystone students are featured in the CCCC Brochure.
  3. Mid-Winter High School Choral Concert will be held on Tuesday, February 25 at 7:30 P.M.
  4. Competitive Cheerleaders finished 15 out of 44 Medium Varsities in the State Competition.
  5. Attendance Incentive Awards of \$25 were given by the Guidance Counselors to Ashley Snyder, Hunter Weaver and Hannah Roberts.
  6. Maintain the Commencement Date of May 30, 2014—if no more Snow Days.
  
- **Elementary School—Mr. Slagle reviewed:**
  1. Kindergarten Clinic.
  2. Reading PSSA.
  3. Drake Well Presentations.
  4. Meet U Trailer Arrival.
  5. Book Fair and Other Events.
  
- **Athletic Committee—Mr. Slagle reviewed:**
  1. The Coaching Additions to the Agenda tonight.
  2. Weight Training Room Renovation.

**DIALOGUE ITEMS**

- Mr. Algoe reviewed the 2014-15 School Calendar.
  
- Mr. Algoe reviewed the Letter of Agreement with Clarion Hospital HealthWorks for 2014.
  
- Mr. Algoe reviewed the Intent to Retire Letter from Donna Swartzfager, Cafeteria Worker, at the end of the 2013-14 School Year.
  
- Mr. Algoe reviewed the Additions to the Substitute List, pending proper completion of Personnel File Documentation and Clearances:
  1. David Millis, Social Studies.
  2. Rebecca Whitehill, Social Studies.
  3. Edna Runyan, Cafeteria.
  4. Martin Berkery, Bus Driver.
  
- Mr. Algoe reviewed the Upcoming Professional Development:
  1. 2/19/2014: PDE/Division of Federal Programs Coordinator Training, Edinboro, PA. Requested by Linda Heath at a cost of \$95, using Budgeted Funds.

**DIALOGUE ITEMS (Continued)**

- **Mr. Algoe reviewed the Upcoming Student Field Trips:**
  1. **3/20/2014: Sr High Student Government to Clarion University for State Government Panel discussion. Requested by Brett Vaughn, at no cost to the District.**
  2. **4/14/2014: 5<sup>th</sup> Graders to Clarion University. Requested by Autumn Marshall, using funds from Budgeted Funds, Pencil Sales and Student Contribution.**
  3. **4/25/2014: 6<sup>th</sup> Graders to Clarion County Career Center. Requested by Jen Wingard, at no cost to the District.**
  4. **4/25/2014: 2<sup>nd</sup> Graders to Carnegie Science Center. Requested by Barb Hurst, using CATS Funds and Student Contribution.**
  5. **5/8/2014: Spanish Classes to Mallorca Restaurant in Pittsburgh. Requested by Margaret Patton using Student Government Funds, High School Principal Contingency Funds and Student Contribution.**
  6. **5/28/2014: 6<sup>th</sup> Graders to Niagara Falls. Requested by Carol Adams, Michele Clover and Bruce Turk, using CATS Funds, Student Fundraiser and Student Contribution.**
  
- **Mr. Algoe reviewed the Young Americans arriving at Keystone on November 2, 3 and 4, 2014.**
  
- **Mr. Algoe reviewed the following Coaching positions:**
  1. **Halee McCance, 8<sup>th</sup> Grade Volleyball Coach.**
  2. **Marina Wilson, 7<sup>th</sup> Grade Volleyball Coach.**
  3. **Tom Bowser, Boys' Track & Field Assistant Coach.**
  4. **Sue Shaner, Volunteer Track & Field Coach.**
  5. **Ann Wolff, Volunteer Track & Field Coach.**
  6. **John Shultz, Volunteer Baseball Coach.**
  
- **Mr. Algoe reviewed the Fuel Proposal Adjustment. Mr. Beary said that this calculation is consistent as in prior years.**
  
- **Mr. Algoe further reviewed the High School Weight Room Renovation. He noted safety concerns with the existing equipment and detailed a proposal.**
  
- **Mr. Algoe reviewed the Salary & Benefits Contract for the Non-Bargaining Confidential Group with changes as pertaining to the Technology Technician.**
  
- **Mr. Algoe reviewed the Entrance Mats for the Elementary School. He stated that a quote was secured from Paris Uniforms for \$460 per mat with a 6-foot by 20-foot size. He requested a minimum of four (4) mats--with six (6) mats being ideal.**

**POLICY:**

- Mr. Algeo previously reviewed the following Policies:
  1. 1<sup>st</sup> Reading of Policy #412—Evaluation of Employees.
  2. 1<sup>st</sup> Reading of Policy #619—Purchases Subject to Bid/Quotation.
  3. 1<sup>st</sup> Reading of Policy #611—Purchases Budgeted.
  4. 2<sup>nd</sup> Reading of Policy #200—Enrollment of Students.

An Executive Session was held from 7:47 P.M. until 8 P.M.

- Mr. Algeo reviewed the Potential Roof Replacement at the High School above the Gym Lobby and Cafeteria and the Elementary Cafeteria. The Building & Grounds Committee will view the underside of the roof, and the Superintendent will get preliminary data on the Replacement for the next meeting.

**ADJOURNMENT**

With no further business, the Work Session was adjourned at 8:03 P.M.

Respectfully submitted,

Vernon F. Lauffer  
Board Secretary