

**Keystone School District
Knox, Pennsylvania
Regular Business Meeting Minutes
April 20, 2015**

OPENING/ATTENDANCE

Mr. John R. Slagle, President of the Keystone School District Board of Directors, called the Regular Business Meeting to order on Monday, April 20, 2015 at 8:06 P.M. The Meeting was held in the Keystone Elementary School Library, 451 Huston Avenue, Knox, Pennsylvania. 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, Mrs. Stacey I. Thompson and Mr. Dwayne E. VanTassel. Mr. Kenneth L. Swartfager was absent. Also present were: Mr. Shawn Algoe, Ms. Terri Bifano, Mrs. Agnes Burr, Mrs. Suzanne Chomas, Mrs. Sandy Glass, Mrs. Linda Goughler, Mrs. Joanne Kapp, Mr. Vernon Lauffer, Mr. Michael McCormick, Ms. Jodie Murphy, Ms. Jennifer Perry, Mrs. Belinda Reed, Mr. Rodney Sherman, Mrs. Kelly Varner, Mrs. Vicky Walters and Mr. Charles Weaver.

CONSIDERATION OF AGENDA

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

Additions:

- V.I. Consideration of Corinna Sternthal as Cheerleading Volunteer Coach, pending proper completion of Clearances.
- V.J. Consideration of Teresa Woods as Van Driver, pending proper Completion of Clearances.
- VI.F. 3. 5-7-2015: Varsity Cheerleaders and Panther Peers to Special Olympics, Clarion. Requested by Conrad Warner, at no cost to the District.
- VI.F. 4. 5-22-2015: 3rd Grade to Living Treasures Animal Park, New Castle. Requested by Tim Zerbe, using Budgeted Monies and Student Contribution.

Deletions:

- V.C. 2. Accept the IU Report.
- V.C.3. Accept the SMILES Report.

The vote is recorded as follows: Mr. Barrett—yes; Mr. Beary—yes; Mr. Burr—yes; Mrs. Dixon—yes; Mr. Slagle—yes; Mr. D. 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 March 16, 2015 Regular Business Meeting Minutes

□ **Financial Reports:**

- File the March, 2015 Liquid Cash and Investment Activity Analysis Report for Audit*
- File the March, 2015 Board Summary Report for Audit*
- File the March, 2015 Elementary School Student Activities Report for Audit*
- File the March, 2015 High School Student Activities Report for Audit*
- File the March, 2015 High School Student Athletics Report for Audit*
- File the March, 2015 Contingency Fund Detail Report for Audit*
- Approve the March, 2015 General Fund Bills, the Interim Bills and the Wire Transfers for payment as presented and located in Attachments A & G*
- Approve the March, 2015 Cafeteria Bills for payment as presented and located in Attachment C*
- File the March, 2015 Cafeteria P&L for Audit*

□ **Written Reports:**

- Accept the February, 2015 Northwest School Combine Report*
- Accept the Career Center 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

PERSONNEL (For Individual or Separate Consideration)

- Mr. VanTassel made the Motion to APPROVE the LETTER of RETIREMENT from JACQUELINE RHOADS, Elementary Teacher, at the end of the 2014-15 School Year, with regret. 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

PERSONNEL (For Individual or Separate Consideration) (Continued)

- ❑ Mr. Barrett made the Motion to APPROVE the Following Personnel Items:

1. LETTER of RESIGNATION from MAURA GEORGE, PARAPROFESSIONAL, effective April 13, 2015.
2. POSTING for a PARAPROFESSIONAL.
3. LETTER of RESIGNATION from MICHAEL GRAHAM, JR. HIGH FOOTBALL ASSISTANT COACH, effective immediately.
4. POSTING and ADVERTISING for a JR. HIGH FOOTBALL ASSISTANT 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ Mr. Beary made the Motion to APPROVE the POSTING FOR SUMMER CUSTODIAL HELP. 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ Mr. Barrett made the Motion to APPROVE the POSTING for a SENIOR HIGH STUDENT GOVERNMENT ADVISOR. 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ Mr. Beary made the Motion to APPROVE JUDY McCLEARY as SUBSTITUTE CUSTODIAN, pending proper completion of Personnel File Documentation and Clearances. 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ Mr. VanTassel made the Motion to APPROVE CORINNA STERNTHAL as CHEERLEADER VOLUNTEER COACH, pending proper completion of Clearances. 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ Mr. Beary made the Motion to APPROVE TERESA WOODS, as VAN DRIVER pending proper completion of Clearances. 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

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NEW BUSINESS (For Individual or Separate Consideration)

- ❑ **Mr. Barrett made the Motion to ACCEPT and FILE the 2013-14 FEDERAL SINGLE AUDIT REPORT and GENERAL PURPOSE AUDIT REPORT, as submitted by Troese & Associates. 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

- ❑ **Mr. Beary made the Motion to AWARD the SUPPLY BIDS for the 2015-16 SCHOOL YEAR for CUSTODIAL & MAINTENANCE, GENERAL & ART SUPPLIES and TECHNOLOGY SUPPLY BIDS, 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

- ❑ **Mr. Beary made the Motion to AWARD the FOOD SERVICES MANAGEMENT CONTRACT to NUTRITION GROUP utilizing Version 3, as presented, effective July 1, 2015, and in conjunction with the Severance Package, 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

- ❑ **Mr. Beary made the Motion to APPROVE the PROPOSED 2015-16 CLARION COUNTY CAREER CENTER BUDGET, 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

- ❑ **Mrs. Dixon made the Motion to APPROVE the UPCOMING PROFESSIONAL DEVELOPMENT:**
 1. **5-5-2015: Youth Suicide Prevention/Non-Suicidal Self-Harm, Kittanning. Requested by Petula King at a cost of \$19.50. 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.**

- ❑ **Mr. Beary made the Motion to APPROVE THE UPCOMING FIELD TRIPS:**
 1. **5-5-2015: Envirothon Club to Jefferson County Fairgrounds. Requested by Pam Warner, at no cost to the District.**
 2. **5-7-2015: Varsity Cheerleaders and Panther Peers to Special Olympics, Clarion. Requested by Conrad Warner, at no cost to the District.**
 3. **5-14-2015: 2nd Grade to Progressive Agriculture Day at Clarion County Park. Requested by Kim Davis, using Student Funds at \$2 per person.**

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

- ❑ **Mr. Beary made the Motion to APPROVE THE UPCOMING FIELD TRIPS (Continued)**
 - 4. 5-22-2015: 3rd Grade to Living Treasures Animal Park, New Castle. Requested by Tim Zerbe, using Budgeted Monies and Student Contribution.**
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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

- ❑ **Mr. Beary made the Motion to APPROVE the 2015-18 SPECIAL EDUCATION PLAN. 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; Mrs. Thompson—yes; and Mr. Van Tassel—yes. Motion carried 8-0.**

- ❑ **Mr. VanTassel made the Motion to APPROVE the PURCHASE of two AED's from LIFESERVERS at a net cost of \$2,450, 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; Mrs. Thompson—yes; and Mr. Van Tassel—yes. Motion carried 8-0.**

- ❑ **Mr. Barrett made the Motion to AWARD the HIGH SCHOOL and ELEMENTARY PARKING LOT CRACK SEALING and the ELEMENTARY PARKING LOT SEAL COATING to TERRA WORKS at a cost of \$14,385, 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; Mrs. Thompson—yes; and Mr. Van Tassel—yes. Motion carried 8-0.**

ADJOURNMENT

With no further business, Mr. VanTassel made the Motion to Adjourn the Meeting at 8:16 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; Mrs. Thompson—yes; and Mr. VanTassel—yes. Motion carried 8-0.

Respectfully submitted,

Vernon F. Lauffer, Board Secretary